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ROECLIFFE AND WESTWICK PARISH COUNCIL

Minutes of Roecliffe and Westwick Parish Council Meeting held on Monday 27th November 2023 at 7.00pm in Roecliffe School Hall.

Attendees: Cllr Pillar, Cllr Bishop, Cllr Collin, Cllr Reeve, Cllr Varley, Cllr Wormald, Parish Clerk.

1. Non-attendance of Councillors

- 1.1 To receive and note apologies from councillors who are unable to attend the meeting
- 1.2 To consider reasons for absence provided by councillors who cannot attend and resolve the council's acceptance of these if felt relevant.

All councillors were present.

2. Declaration of Interests

- 2.1 To receive any Declarations of Interest not already declared under the Council's Code of Conduct or Member's Register of Disclosable Pecuniary Interests.
- 2.2. To receive, consider and decide upon any applications for dispensation.

None received.

3. To confirm the minutes of the Meeting held on 11th September 2023 are a true and correct record.

The minutes were confirmed and signed by Cllr Pillar.

4. To receive the Councillor's Report.

Cllr Brown did not attend the meeting. Cllr Pillar was due to attend a joint parish council meeting the following night and will report to the council.

5. To receive an update on Finance:

5.1 To confirm bank account balances 14/11/2023:

Business Current Account: £13,006.97

Business Money Manager Account: £1268.37

The balances were confirmed and the bank statements signed by Cllr Wormald.

5.2 To approve the Income and Expenditure for the period 15/08/2023 – 14/11/2023 and Bank Reconciliation. **Approved** and attached as Appendix A.

5.3 To approve the year-to-date income and expenditure against the budget.

Approved and attached as Appendix B.

5.4 To approve the NJC pay award 2023/24 for the Clerk's salary. **Approved.**

5.5 To consider and approve the Budget proposal for 2024/25

Approved and attached as Appendix C.

5.6 To approve the precept for 2024/25. The precept amount requested from NYC is **£8443.00**

5.7 To approve the following accounts for payment:

Clerk's Salary and HMRC (November) £261.30

Cllr Collins, Tree Planting expenses £25.92

Cllr Pillar, Common/Pond maintenance expenses £73.07

The above accounts were **approved** for payment.

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6. To receive information on the following Highways issues and decide further action where necessary:

6.1 Highways issues reported to Area 6 (moving 30mph signs, replacement of 30mph repeater signs, cleansing of signs, missing bollard.)(Clerk)

The clerk reported that there has still been no contact from Highways and the issues have been forwarded to Cllr N Brown.

6.2 The 20's Plenty Speed initiative in Roecliffe. (DB)

Cllr Bishop has attended recent webinars. The Village Survey showed there is interest in a 20 mph speed limit. The VAS seems to be activated more frequently when it is pointing down Bar Lane rather than up Bar Lane. This may be because the VAS may need resetting if moved. Clerk to check. The 20 mph zones are being implemented across North Yorkshire from the East of the county. 20 mph is not currently enforceable.

6.3 Community Speed Check Training and Implementation.(DB)

There have been some volunteers but not enough to run the Speed Check. It was agreed to resend the request for volunteers to the village.

7. To receive an update on recent Planning Applications:

7.1 23/00216/FULMAJ Waingates Farm, Waingates Lane. **Approved.**

8. To receive an update following the approval of Payne's Dairies Planning Application (22/03192/FULMAJ)

Councillors recently had a zoom meeting with the Planning Officer, Emma Walsh, to learn about the planning decision process. Planning enforcement have been contacted about conditions not being met on a previous planning application from the Dairy. Work has started on the recent application before planning conditions have been met and this has also been reported.

Cllr Pillar and Cllr Collin are meeting Payne's Dairies later this week to discuss various aspects of the Paynes Dairies business impact on the local community. The recent Village Survey identified noise, light and emissions as a concern to residents.

9. To receive an update on the clearing of The Common and Village Pond.

Councillors with the help of villagers spent a successful morning clearing the Village Pond and surrounding area. Future work is planned to replace some of the boardwalk and replace the park bench.

10. To receive an update on continuing Litter Problems on Industrial Estate and to discuss further engagement with the Industrial Estate Business Community. (TC)

As mentioned in item 8, a meeting is to take place later this week with Payne's Dairies where the litter issue is an item on the agenda. A meeting is also planned with Volvo.

11. To receive an update on the continuing problems of HGV parking on the roads surrounding Bar Lane. (TC, Clerk)

HGV have been observed parking at the entrance to the proposed Payne's Dairy site on Bar Lane, opposite Alexanders.

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12. To receive an update on the ongoing issues with The Crown Inn including the proposal to make The Crown an Asset of Community Value and to consider the recent correspondence from the owner. (CP)

It was **agreed** to submit the application to make The Crown Inn an Asset of Community Value. Cllr Pillar thanked Cllr Collin for his work.

It was agreed to respond to the recent correspondence from the owner of the Crown to confirm that the PC had no opinions on their suggestions for the future of the establishment and the Roecliffe and Westwick Neighbourhood Plan gave the vision and objectives for planning in the Village.

13. To develop a policy for protecting and conserving the Village Green with respect to the s.12 of the Inclosure Act 1857 and s.29 of the Commons Act 1876.(CP, Clerk)

The clerk to contact the Open Space Society for their advice.

14. To receive an update on Tree Maintenance and Grass Cutting and to confirm ownership of trees between Roecliffe Park and the highway. (SV, JR)

Cllr Varley obtained a quote from JC Trees to carry out remedial tree works identified in the tree survey. The quote was **agreed** and Cllr Varley will notify JC Trees.

Cllr Reeve raised the issue of ownership of the trees between Roecliffe Park and Roecliffe Common. Cllr Reeve agreed to contact the owners of Roecliffe Park to see if they had details of this ownership.

15. To consider marking D-Day 80 6th June 2024 in Roecliffe. (CP)

It was agreed to contact Boroughbridge Town Council to find their plans for celebrating D-Day 80.

16. To confirm the date and time of Next Parish Council Meeting as Monday 22nd January 2023 at 7pm in Roecliffe School Hall.

This was confirmed.

The meeting closed at 9.00 pm.

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Appendix A

Income & Expenditure & Bank Reconciliation for Period 15/08/23 – 14/11/23

	Date Banked	Number	Income	Expenditure	Total
Opening Balance per Business Current Account				Total Parish Village Fund	£9178.48 £6683.55 £2494.93
Opening Balance per Business Money Manager Account					£1263.18
2 nd Precept NYC	29/09/2023		4208.00		4208.00
Interest	02/06/2023		5.19		5.19
VAT Reclaim	07/11/2023		736.54		736.54
				Total Income	4949.73
Bank Charges	04/09/2023	DR		14.00	
Clerk's Salary (August)	11/09/2023	100825		195.96	
Stamps	11/09/2023	100825		13.20	
Defib Pads	11/09/2023	100825		80.39	
School Hall Hire	01/11/2023	100826		127.50	
Clerk's Salary (Sept)	04/10/2023	100827		248.50	
Wetherby Comps Virus s/w	04/10/1023	100827		59.00	
York Accts (payroll)	04/10/2023	100828		36.00	
HMRC	04/10/2023	100829		10.00	
Bank Charges	05/10/2023	DR		9.00	
HMRC	02/11/2023	100830		13.00	
Clerk's Salary (Oct) + ¼ exps	02/11/2023	100832		300.50	
Bank Charges	04/11/2023	DR		9.00	
				Total Exp	1116.05
Closing Balance per Business Current Account				Total Parish Village Fund	£13006.97 £10512.04 £2494.93
Closing Balance per Business Money Manager Account					£1268.37
Total Funds				Parish Village Fund	£11780.41 £2494.93

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Appendix B

Table to show Expenditure to 15/11/2023 against the Budget 23 - 24

Budget Heading	23 – 24 Budget	23 – 24 Current Expenditure (ex VAT)
Administration	270.00	180.92
Salary and PAYE	2400.00	1548.24
Bank Charges	200.00	88.00
Clerk's Expenses	312.00	156.00
Subscriptions	363.00	274.41
Insurance	450.00	438.08
Grass Cutting	1400.00	594.00
Trees	2000.00	635.00
Training	225.00	58.40
Website	200.00	0.0
The Common	756.00	0.0
Defibrillator	100.00	66.99
Coronation	0.0	750.00
Village Green	0.0	145.00
Total income to date	£9161.85	
Total expenditure to date	£5104.51 (ex VAT)	

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Appendix C

	BUDGET 20/21	BUDGET 21/22	BUDGET 22/23	ACTUAL 22/23	BUDGET 23/24	TO DATE 23/24	BUDGET 24/25
Clerk's Wage	£1,976.40	£2,092.00	£2,196.60	£2,602.00	£2,400.00	£1,548.00	£3,800.00
Hire Hall	£80.00	£80.00	£90.00	£85.00	£110.00	£127.50	£140.00
Ann Ins	£375.00	£370.00	£370.00	£407.00	£450.00	£438.00	£480.00
G. Cutting	£960.00	£1,085.00	£1,385.00	£944.50	£1,400.00	£594.00	£1,400.00
Audit Fee	£75.00	£75.00	£75.00	£0.00	£75.00	£0.00	£75.00
Admin Costs	£210.00	£255.00	£255.00	£414.00	£270.00	£181.00	£270.00
Clerks Expenses	£130.00	£170.00	£250.00	£221.00	£312.00	£156.00	£312.00
Trees	£1,500.00	£1,000.00	£900.00	£3,271.00	£2,000.00	£635.00	£1,500.00
Chairmans Allowance	£50.00	£60.00	£60.00	£60.00	£60.00	£0.00	£60.00
Prov Unexp Items	£100.00	£100.00	£100.00	£0.00	£105.00	£0.00	£110.00
The Common	£1,500.00	£700.00	£500.00	£0.00	£756.00	£0.00	£0.00
Bank Charges	£250.00	£250.00	£200.00	£143.00	£200.00	£88.00	£200.00
Telephone Box	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
Bus layby	£0.00	£600.00	£0.00	£0.00	£300.00	£0.00	
Signs	£0.00	£0.00	£0.00	£0.00	£0.00	£145.00	£200.00
Training	£300.00	£150.00	£225.00	£158.60	£225.00	£58.40	£225.00
Web site	£400.00	£200.00	£200.00	£91.45	£200.00	£0.00	£120.00
Defibrillator	£100.00	£100.00	£100.00	£289.00	£100.00	£66.99	£100.00

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Ann Subs							
YLCA	£143.00	£125.00	£131.25	£129.00	£145.00	£130.00	£145.00
RAY	£38.50	£40.00	£42.00	£0.00	£44.00	£0.00	£44.00
OSS	£49.50	£45.00	£47.25	£45.00	£50.00	£50.00	£55.00
SLCC	£70.40	£65.00	£68.25	£70.00	£72.00	£58.41	£65.00
CPRE	£39.60	£36.00	£37.80	£36.00	£40.00	£36.00	£40.00
CAB	£11.00	£11.00	£11.55	£0.00	£12.00	£0.00	£12.00
TOTAL	£8,358.40	£7,609.00	£7,244.70	£8,966.55	£9,326.00		£9,353.00
INCOME							
Northern Powergrid	10.00	£10.00	£10.00		£10.00		£10.00
	250.00	£250.00					
Parish a/c	1,750.00	£1,000.00					
VAT Refund					£900.00		£900.00
TOTAL					£910.00		£910.00
	£6,348.40	£6,349.00	£7,234.70		£8,416.00		£8,443.00

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