

MINUTES OF MEETING

MINUTES OF MEETING OF STAPLETON AND CLEASBY PARISH COUNCIL, ON WEDNESDAY 8TH SEPTEMBER 2021 AT 7.30PM IN CLEASBY VILLAGE HALL.

PRESENT:

ACTION

Cllr J Blueman (Chairman)
Cllr C Vigors (Vice-chair)
Cllr P Crack
Cllr K Sleightholme
Cllr K Webster

County and District Cllr A Thompson

Samantha Perks (Clerk)

1. APOLOGIES FOR ABSENCE

District Cllr C Dawson
Cllr C Mitchel

It was resolved to accept the apologies and reasons for absence.

2. DECLARATIONS OF INTEREST

None.

3. MINUTES OF ANNUAL GENERAL MEETING HELD WEDNESDAY 21st JULY 2021

It was resolved to accept the minutes of the Annual General meeting as a true and accurate record. Proposed by Cllr C Vigors, seconded by Cllr K Webster.

MINUTES OF ORDINARY MEETING OF THE COUNCIL HELD WEDNESDAY 21st JULY 2021

It was resolved to accept the minutes of the Ordinary Meeting of the Council as a true and accurate record. Proposed by Cllr C Vigors, seconded by Cllr K Webster.

4. TO DISCUSS MATTERS ARISING FROM MINUTES DATED 21st JULY 2021

- a. **Public footpath at Manfield-** It was noted the diverted route takes the footpath down a steep bank, through a stream. Cllr Thompson to speak to Chair of Manfield PC as part of the footpath falls into Manfield parish, and to Andy Brown, PROW Officer for Hambleton and Richmondshire with a view chase up enforcement action.

AT

- b. **Cleasby Village Green-** It was noted that the trees had been pruned.

- c. **Parish Councillor vacancy-** Advice from RDC to continue to advertise. Clerk to advertise on village notice boards. SP

- d. **Defibrillator-** AT confirmed High Bank Nursery happy for Defibrillator to be located on site as an access point between both villages. St. Johns Ambulance have quoted a total cost of

£1874.70 including VAT for Defibrillator and housing unit. High Bank Nursery will pay £250 towards the cost, and it is proposed the Parish Council pay £250, with the remaining balance to be paid from the Locality Budget fund.

High bank Nursery confirmed they will pay the electricity costs and cost of an electrician to install the defibrillator. Training costs £20.50 per person. High bank Nursery will train 10 of their staff. It is suggested the PC will need to train 2 or 3 people from each village. Clerk to put advert in the church magazine and notice boards asking for volunteers. **SP**

- e. **Electricity contribution to Cleasby Village Hall-** It was proposed by Cllr Blueman to add £25 per annum on to the donation of the village hall to cover electricity costs. It was agreed unanimously.

5. TO RECEIVE REPORTS FROM NYCC AND RDC

NYCC- Elections that should have been held in May 2021 have been deferred until 4th May 2022 for County Councillors. Elected County Councillors will stay in office for 5 years. Elections for District Councillors will take place in May 2023 when the new Unitary authority will take over and Richmondshire District Council ceases to exist. Savings of £25 million will be made in the first year by streamlining higher management positions, duplicate roles and use of office space. All other District employees will be TUPE.

RDC- It was noted that with the impending changes, staff within the Council at higher level had begun to lose interest, with staff shortages in areas such as Planning.

6. TO RECEIVE BULLETIN FROM NY POLICE

Received.

7.a **Bank account balances/reconciliation for financial year 2020-2021:**

The clerk outlined the bank balances on 13th August 2021:

Community Account	£8545.23
Business Premium Account.	<u>£1350.30</u>
Total:	<u>£9895.53</u>

No income had been received or expenses approved since the last meeting.

Community Account:

Opening balance on 1 st April 2021	£4577.09
Income during year:	<u>£6470.83</u>
Total:	£11047.92

Total expenditure during year:	<u>£2502.69</u>
Closing Balance:	<u>£8545.23</u>

b. **Cheques:**

The following cheques were agreed and ratified.

Chq 100667	£273.60	CE & CM Grass Cutting July
Chq 100668	£334.00	Gill O'Driscoll Clerk services July and August 2021
Chq 100669	£273.60	CE & CM Grass Cutting August

It was agreed unanimously to add two invoices for payment so that they could be paid on time.

Chq 100670	£54.00	Michael Batey- Internal Audit fees for year ending 31 st March 2021
Chq 100671	£10.00	J Blueman- Google workspace & email address.

8. PLANNING

No planning applications received.

9. TO CONSIDER ANY CORRESPONDENCE

To consider request from 'Wayside', The Green, Cleasby, to gain PC agreement to proposed changes to driveway that crosses the village green to either concrete, or block style. It is estimated the works commence in spring 2022. After discussion it was agreed the Clerk will investigate the legal position of works to the registered village green. **SP**

10. EMPLOYMENT OF NEW CLERK

- a. It was resolved to appoint Samantha Perks as the new Clerk of Stapleton and Cleasby Parish Council.
- b. It was agreed to accept the terms of employment contract.
- c. It was resolved to accept the Clerk's Job Description
- d. It was resolved to appoint Robinsons Bookkeeping and Payroll to carry out payroll services to the Parish Council on a quarterly basis, costing approximately £100 per year.

11. QUESTIONS FROM THE PUBLIC

None received.

12. MATTERS FOR FURTHER DISCUSSION

Book exchange- to discuss the continued providing of this service.

NEXT MEETING TO BE HELD WEDNESDAY 10th NOVEMBER AT 7.30PM, CLEASBY VILLAGE HALL

The meeting closed at 8.34pm

SIGNED.....DATE.....
(Chairman)

