

Minutes of the Annual Meeting of Hutton le Hole Parish Council held on Wednesday 5th May 2021 at 7.30pm via Zoom.

Present: Cllr H Pettiford (Chair), Cllr S Bentley, Cllr J Thompson and Cllr T Shephard.
Also present Clerk: P Ashley

1) To elect a chairman for the forthcoming year.
(Local Govt Act 1972 Section 15 para 2)

Cllr H Pettiford was re-elected as Chair for the forthcoming year (Proposed Cllr Bentley, Seconded Cllr Shephard)

2) For the elected chairman to accept the position for the forthcoming year.
(Local Govt Act 1972 Section 83 para 4)

Cllr Pettiford formally accepted the position and will sign the declaration of acceptance of office in due course.

3) To receive the report of the outgoing chairman.
Report circulated and received.

4) Appointments

a) To appoint a Caretaker Coordinator.

Cllr Bentley was elected as Caretaker Coordinator (Proposed Cllr Pettiford, Seconded Cllr Shephard)

b) To appoint a representative to Ryedale Branch of YLCA.

Cllr Pettiford was elected (Proposed Cllr Shephard, Seconded Cllr Bentley)

c) To appoint a representative to Village Hall Committee.

Cllr Dangerfield was re-elected . (Proposed Cllr Bentley, Seconded Cllr Shephard)

d) To note representative on Court Leet.

Cllr Pettiford is the representative.

e) To appoint a representative to the John Stockton Trust 2021-24 for Hutton le Hole & Spaunton.

The Chair had consulted with Ian Snowden of Spaunton Parish Meeting regarding the appointment of a governor to the John Stockton Trust to represent the parishes for 3 years.

Cllr. Dangerfield was nominated for the position, with the agreement of Spaunton, which he accepted. (Proposed Cllr Bentley, Seconded Cllr Shephard).

Thanks were noted to Jane Poole of Spaunton, who was standing down, for serving as a governor over a number of years.

The Clerk was asked to convey the appointment, and details, to the Clerk to the Governors of the John Stockton Trust.

Minutes of the Ordinary Meeting of Hutton le Hole Parish Council held on Wednesday 5th May 2021 at 7.45pm via Zoom.

Present: Cllr H Pettiford (Chair), Cllr S Bentley, Cllr J Thompson and Cllr T Shephard.
Also present Clerk: P Ashley

1. There were no apologies for absence.
2. There were no dispensation requests or declarations of interest under the Members Code.
3. There were no matters arising not covered elsewhere on the agenda.
4. No members of the public were in attendance.
5. It was noted that the Clerk had submitted a response to the Government's request with reference to consultation regarding remote meetings.

PLANNING

6. To note that application NYM/2021/0249/WTCA – work to trees at Woodside had been received.

Application NYM/2020/0950/FL – cattle shed at Westfield Lodge.

It was noted that no decisions have yet been made on either of the above applications.

VILLAGE

7a) Work undertaken by the Caretaker during March and April was as follows:

- general tidying
- fencing repairs
- the wood to repair the bins had been ordered

b) No comments were received from Councillors about work undertaken. Cllr Shephard raised the idea of daffodils being planted throughout the village. He was asked to consult with the Caretaker over the feasibility of this. It was also noted that the permission of Court Leet would need to be obtained if the scheme was given the go ahead.

c) Ford Cottage update – it was noted that works had been held up whilst the Caretaker was waiting to get a tractor. This had now been obtained and the works will be carried out.

8. Website accessibility Statement (previously distributed to all Councillors).

This was agreed and will be added to the website.

FINANCIAL MATTERS

9a) To carry out the Councils Audit in accordance with the Council's Internal Audit Procedures in relation to the Review of Effectiveness of the Internal Audit and Internal Audit Control and approve the internal audit report.

The audit was agreed and it was noted that all internal controls had been undertaken.

b) To formally adopt the Parish Councils accounts in accordance with the requirements of the External Auditor and approve:

i) Section 1 of the accounts (Annual Governance Statement).

Section 1 was approved.

ii) Section 2 of the accounts (Accounting Statements).

Section 2 was approved

iii) The certificate of exemption.

The Certificate of Exemption (AGAR) was approved.

iv) The publication of the notice of Public Rights.

The form was approved for display

The Clerk will liaise with the Chair to ensure that all forms are correctly signed and displayed as required. A copy of the AGAR will be sent to the external auditors for their records.

c) To reappoint the Internal Auditor for the financial year 2021-22.

Moore Accountants were reappointed as the internal auditors for the forthcoming financial year.

d) To receive and agree an update in respect of funds held and money movement since the start of the financial year.

The income/expenditure statement was agreed and it was noted that Council will monitor the overall balance of funds.

e) Cheques issued outside the meeting:

April

JRA Computer Repair - £54.00

Duncombe Sawmill - Posts/Rails - £168.16

Caretaker - March - £240.00

Moore Payroll - £78.00

(10) Delegation of Council duties whilst under periods of disruption when in person meetings may not be able to take place.

It was agreed to delegate to the Clerk (under Local Government Act 1972, Section 101) the powers to do anything expedient and necessary to ensure the continuous business of the council, and to deal with mandatory undertakings, in order to prevent the authority from incurring liability during the period when, for whatever reasons, formal meetings cannot take place. It would be expected that the Clerk will consult with the Chairman in the decision making but councils must acknowledge that it is the officer that is the decision maker.

(11) Information from and questions to the Chair:

- a) Circulated Govt survey re proposed changes to Council for N Yorkshire and NP survey re New Management Plan to residents.
- b) Submitted responses from councillors to NP re New Management Plan.
- c) The Transparency/Finance page on the website has been updated and the Asset Register has been adjusted to include the new bench.
- d) The green posts were put in place on 29 March at Ox Close.
- e) The memorial plaques were attached to the benches on 30 March - email sent to residents.
- f) It was noted that the Chair had suggested to the Village Hall that they consider setting up their own website. The present website will at some point be for Council business only, maintained by the Clerk, as was its initial purpose, and required by law. A link to the Hall's website could be included on the site as presently for the Church.
- g) It was noted that comments had been received from Parishioners about the recent cycle race through the village and the lack of notice about it happening. The Clerk was asked to make contact with the organisers to ask them to ensure plenty of notice was provided ahead of any future races.

(12) Information from the Clerk:

Info re meetings – as things stand, the May meeting will be the last that we can do remotely. There will be a government response on June 17th as to whether remote meetings will be allowed to continue. This has since been rejected.

Update re NatWest. – I accepted a compensatory figure of £270 for problems caused (£120 for my time + £150 for compensation)

Update re computer - repair undertaken by JRA which has improved the speed to nearer to an acceptable level.

To note VAT return this has been submitted for £170

The next meeting will take place as required in either July or August. A summary will be provided by the Chair for May & June.

There being no further business, the meeting closed at 8.10pm.