

KIRBY HILL AND DISTRICT PARISH COUNCIL

(incorporating Kirby Hill, Milby, Thornton Bridge, Humberton & Ellenthorpe parishes)

(There were no attendees for the Annual Parish Meeting which would have preceded the Parish Council's Annual Meeting)

MINUTES of the annual parish council meeting held at 7.00pm 13 May 2024, in the Coronation Hall, Milby (Notice having been given).

PRESENT: Cllrs Dunderdale (Chairman), Helliwell, Wass, Wilkinson and Martin Rae (parish clerk).

1. APOLOGIES for absence Cllr Merson

2. Election of Chairman The Vice Chairman Cllr Helliwell asked for nominations. The Clerk had received none. Cllr Wilkinson nominated Cllr Dunderdale and this was seconded by Cllr Wass. Cllr Dunderdale accepted the nomination and was duly elected as Chairman.

3. Election of Vice Chairman The Chairman, Cllr Dunderdale, asked for nominations. Cllr Wilkinson nominated Cllr Helliwell and this was seconded by Cllr Wass. Cllr Helliwell accepted the nomination and was duly elected as Vice Chairman.

4. CODE OF CONDUCT/DECLARATIONS OF INTERESTS: Cllr Wilkinson 10a

5. Minutes of 18 March meeting, having been distributed previously, were accepted as a true record.

Proposed by Cllr Helliwell, seconded by Cllr Wilkinson. Duly signed by the chairman.

Matters arising: 6a. The clerk had arranged with Boroughbridge Town Council for the parish council's inclusion in the newly created Boroughbridge Police Liaison meetings. Cllr Helliwell asked if this would mean that NYCllr Brown's Forum meetings would no longer include the usual police/SNG report. No answer yet available.

7d. Flooding outside Pond House – Cllr Wass reported that he had repaired the damaged footpath and there was no longer a flooding problem. The damaged drain under the roadway (Church Lane) had been reported to NYC Highways area 6

6. FINANCE

The Clerk reported:

- a) Balance at 13 May 2024 **£9,525.35**
 - b) **PAID £8.00** HSBC Bank charges (March)
 - c) **PAID £468.00** YLCA subscription
 - d) **PAID £97.38** HMRC PAYE (Jan/Feb/Mar)
 - e) **REC'D £3,000.00** NYC precept 1st half yr instalment
 - f) **REC'D £250.00** Langthorpe PC contribution to Milby Island grass cutting
 - g) **PAYMENT AGREED £16.00** Coronation Hall (for audit meeting)
 - h) **PAYMENT AGREED £372.50** Zurich Insurance (up from £358 last year)
 - i) **AUDIT** AGAR Annual Governance Statement completed and signed by chairman
 - AGAR Certificate of Exemption signed by Chairman
 - AGAR Accounts Statement signed by Chairman
 - AGAR Internal Audit (carried out by Staveley PC) presented by clerk
- Clerk to post all AGAR documents on website and Noticeboard and send copy of Certificate of Exemption to SBA-PKF Littlejohn Audit Office.
- ACTION CLERK**

7. CORRESPONDENCE

- a) **NYC** Notification of commencement of Call for Sites. Noted. No action necessary. Parish council will be able to take part in consultation on the list of submitted sites.
- a) **Request from resident** for 'siding out' village green footpath. The clerk explained that this had last been done two years ago and he had put in a request to NYC Highways Area 6 for it to be done this year.

8. COUNCILLORS' REPORTS AND MEETINGS

- a) **NYC Cllr Brown Forum Meetings** – Wathvale and Bishop Monkton Division. Next meeting to be 16th May. The clerk would attend. **ACTION CLERK**
- b) **JPC Meeting 25 April** Cllr Merson had attended and had distributed the minutes. Next meeting 18 July.
- c) **Community Litter Pick 13 April** Organised by Kirby Hill and Langthorpe parish councils. 22 volunteers had collected over 30 sacks of litter. Cllr Helliwell considered that more co-ordination between the councils was necessary to avoid overlapping and it was also agreed that the end of March would be a more appropriate time for litter pick in future since the vegetation would not be as high.

9. ONGOING AND OTHER MATTERS

- a) **Village Green Noticeboard** The clerk had distributed to Cllrs details and quotes for different types of board, including the ones now installed by Langthorpe Parish Council. It was agreed that the clerk would proceed with the order for an aluminium 2xA2 double opening board from the Parish Council Noticeboard Company priced at £815+VAT. This compared with a similar resin board from Greenbarnes at £977+VAT. Cllr Wilkinson kindly volunteered to install the board and posts. (The Parish Council Noticeboard Company's additional charge for installation is £695+VAT) Cllrs agreed on the colour green for the board and that one half should be lockable for parish council notices and the other half unlocked and available for public/community notices. **ACTION CLERK**
- b) **Milby Island 106/commuted sums** The clerk reported that Cllr Merson and Cllr Collins of Langthorpe parish council were working on a PID (Project Initiation Document) for the creation of new hard surface paths on Milby Island, together with new resin benches fixed into concrete bases. They would obtain three quotations for the work and the finalised PID would be presented to both parish councils before submission to NYC. The project would use only a portion of the £86k. available in the commuted sums allocated to Milby Island.

10. PLANNING

- a) **ZC23/04592/REMAJ** Approval of reserved matters for access, appearance, landscaping, layout and scale of a Motorway Service Area (MSA) to the west side of the A1(M)...
ON HOLD FOR 6 MONTHS PENDING DISCUSSIONS WITH HIGHWAYS ENGLAND

Meeting ended 7.40pm

NEXT MEETING 15 July 2024

Signed.....Date.....