

## **KEARBY WITH NETHERBY PARISH COUNCIL**

**DRAFT**

MINUTES OF THE ANNUAL MEETING OF THE PARISH COUNCIL  
HELD ON MONDAY, 11<sup>TH</sup> MAY 2020 AT 7.30PM BY ZOOM

**Present:** Daniel Martin (Chair) Angela Rickards (Vice Chair), Robin Irwin, Guy Townsend (part), Graham Swires (Councillors) and Julie Clegg (Clerk)

**In attendance:** Cllr Andy Paraskos, Cllr Cliff Trotter and 1 resident

### **1. Election of Chairman**

It was proposed (by Angela Rickards), seconded (by Robin Irwin) and agreed that Daniel Martin be re-elected as Chairman.

### **2. Apologies and reasons for absence**

None received.

### **3. Election of Vice Chairman**

It was proposed (by Daniel Martin), seconded (by Robin Irwin) and agreed that Angela Rickards be re-elected as Vice Chairman.

### **4. Sign the minutes of the previous meeting of 9<sup>th</sup> March 2020**

The minutes of the meeting held on 9<sup>th</sup> March 2020 were agreed and signed by the Chair as a true and accurate record of the meeting.

### **5. Matters arising from the previous minutes of 9<sup>th</sup> March 2020**

None noted not already addressed in the agenda, apart from the matter of the owner of sheep at the top of Kearby Cliff; the Clerk had contacted Trading Standards and was informed that at this time no further action will be considered.

### **6. Declaration of interests**

None declared.

### **7. Planning applications**

It was noted:

#### **a. New applications**

- i. 20/00981/DVCON: The Riddings, Spring Lane:** Retention of two storey and single storey extensions, demolition of garage extension and raised patio - the Parish Council had already considered this application and had responded to the Planning Department that it neither objected to nor supported the application.

#### **b. Updates**

- i. Low Barrowby Farm** – landscaping. The Clerk wrote to the landowner again for clarification of his intentions regarding the

screening of the barns from the road and associated planting and landscaping. No response has been received to date.

**ACTION: Parish Council to consider this matter again at its meeting in September 2020**

It was noted that a PNA application had been received for a new barn at the top of Moor Lane; to replace an existing dilapidated farm building. The new barn is allowed under permitted development and is expected to be around 45 x 60 feet. The Parish Council Notification for this application has actually been received by Sicklinghall Parish Council, however, it is thought to relate to Kearby with Netherby Parish Council and the Clerk is seeking clarification from Harrogate Borough Council.

There were no other Planning Applications to consider.

## 8. Finance report

### a. Bank balances and bank reconciliations

The Clerk noted that the bank balance at 31<sup>st</sup> March 2020 was £2,369.36.

### b. The following invoices were approved for payment:

- i. £123.00 – Yorkshire Local Councils Association – annual subscription
- ii. £208.25 – BHIB – Local councils insurance renewal
- iii. £21.50 – Vision ICT – email hosting
- iv. £54.00 – Vision ICT – accessibility statement
- v. £229.15 – Julie Clegg – wages

### c. The accounts for year ended 31<sup>st</sup> March 2020 were considered and APPROVED by the Chair.

### d. It was noted that the internal audit will be carried out this year by Ian Smithson (an Approved Panel member) who carried out this PC's accounts last year. He will charge £70.

### e. **IT WAS RESOLVED**

- i. that Kearby with Netherby Parish Council is exempt from external audit for the year 2019/20 as its annual turn-over does not exceed £25,000;
- ii. that Annual Internal Audit Report for 2019/20 included at page 4 of the Annual Governance and Accountability Return 2019/20 be noted;
- iii. that Kearby with Netherby Parish Council approve Section 1 Annual Governance Statement 2019/20 for Kearby with Netherby Parish Council on page 5 of the Annual Governance and Accountability Return 2019/20;
- iv. that Kearby with Netherby Parish Council approve Section 2 Section 2 - Accounting Statements 2019/20 for Kearby with Netherby Parish Council on page 6 of the Annual Governance and Accountability Return 2019/20;
- v. that, in accordance with the Accounts and Audit Regulations 2015, the Local Audit (Smaller Authorities) Regulations 2015, [SI 2020/404 The Accounts and Audit \(Coronavirus\) \(Amendment\) Regulations 2020](#)

and the Transparency Code for Smaller Authorities, XXX Parish Council will publish the following documents on a public website:

1. Certificate of Exemption,
  2. Annual Internal Audit Report 2019/20,
  3. Section 1 – Annual Governance Statement 2019/20,
  4. Section 2 – Accounting Statements 2019/20, page 6
  5. Analysis of variances
  6. Bank Reconciliation to 31 March 2020
  7. Notice of the period for the exercise of public rights and other information required by Regulation 15 (2), Accounts and Audit Regulations 2015.
- f. IT WAS AGREED that the insurance from 1<sup>st</sup> June 2020 should be taken out with BHIB and a cheque be issued.

## 9. Parish Clerk

Approved wages to 8<sup>th</sup> May 2020.

## 10. Highways

- a. It was noted during the COVID-19 lockdown that, whilst there is much less traffic on the roads, speeding has increased in the area, particularly between Sicklinghall and Kirkby Overblow along Barrowby Lane.
- b. It was noted that a number of telegraph poles have appeared at the top of Kearby Cliff. Thought to be overland superfast broadband.
- c. Cllr Trotter noted that the drain-clearing truck had been doing the rounds clearing the drains in the area and had done up as far as Kearby Cliff. It was noted that the drain on the bend at the top of Kearby Cliff needs doing.

## 11. Correspondence received

The Clerk had received correspondence from Harrogate Borough Council informing us that the Harrogate District Local Plan 2014-2035 had been adopted on 4<sup>th</sup> March 2020.

## 12. Other matters

- a. Crime figures  
The Clerk noted that probably owing to redeployment of resources during the COVID-10 pandemic, no figures were available at this time.
- b. The Community Defibrillator: update  
The Clerk provided an update and confirmed that following permission given by Maustin Park a “glow in the dark” direction sign has been purchased and the local electrician has been engaged to fit a small light above the defibrillator.  
**ACTION: Clerk to progress training on the defibrillator and procure smaller defibrillator signs to be put in the Notice Boards.**
- c. Kearby Chapel Hall  
The Chair discussed the plot of land adjacent to the Methodist Chapel. The land is currently used for car parking to facilitate maintenance of the chapel and grounds and bale storage and the 2 uses conflict with one another. Occupation is on an informal basis although historically the bale storage operation did pay a de minimis rent which ceased around 2009. The land

is owned by the Parish Council (currently undergoing legal verification) and with careful management, could accommodate both uses. Any solution will need careful consideration of potential Health & Safety issues, the removal of self-seeded trees and saplings, an understanding on the maintenance obligations and formal licence agreements between all parties. Further discussions are needed with all parties to resolve the potential issues and deliver an amicable solution that works for everyone

d. Parish News

It was noted that the Clerk would write an article for the Village news on the next Litter Pick on 10th October (deadline 7<sup>th</sup> July 2020).

**ACTION: Clerk to write article**

**13. Open Forum**

Cllr Trotter noted that he had a fund available for community projects and we should give this some consideration.

**14. Items carried forward to the next meeting**

Kearby Methodist Church fundraising.

**15. Date of next meeting**

Monday, 14<sup>th</sup> September 2020 at 7.30pm

The meeting closed at 8.47pm. These are draft minutes of the Parish Council meeting held on 11<sup>th</sup> May 2020 which are due to be approved at the next meeting on 14<sup>th</sup> September 2020.

Daniel Martin  
(Chairman)

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