

SKEEBY PARISH COUNCIL

Minutes of the Ordinary Meeting held on Thursday, 26th September 2024 at 7pm in Skeeby Jubilee Village Hall

There was a 10 min open public speaking session prior to meeting

****** Draft Minutes – subject to approval at the next meeting ******

Attendees - Councillors (Cllrs) – I Moreton (Chairman) (IM). J Budden (JB). J Frankland (JF). K Richardson (KR). R Dixon (RD). Clerks - (outgoing Sam Perks (SP) & incoming Nadine Dudman (ND)) & 2 residents.

1. Apologies

- 1.1 Apologies for absence were given by County Cllr Angus Thompson (AT)
- 1.2 The reasons for absence were approved.

2. Declaration of Interest

- 2.1 None

3. Minutes of the last meeting.

- 3.1 The Minutes of the Ordinary Meeting of the parish council held Thursday 25th July 2024 were agreed as a true and accurate record.

4. County Councillors report

A report was received from County Cllr Angus Thompson, a copy of which is filed with these minutes.

5. Police bulletin

- 5.1 The Police report for August 2024 was received.
- 5.2 Cllr IM mentioned Skeeby is not listed separately. Clerk to contact Sergeant Lauren Wilkinson of North Yorkshire Police to find out why
- 5.3 Cllr IM also advised these reports should be added to the Parish Council website / notice boards / bus stop.

ACTION ND

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

- 6.1 Pear Tree Close, White line markings
An update from the outgoing Clerk SP was received – no invoice for works has been received yet & money has not been collected from Residents
- 6.2 Vehicle Activated Signage (VAS)
 - 6.2.1 Funding from Harmony Energy, managers of Skeeby Solar Farm – an update received from the outgoing Clerk SP. Frances Nicholson, Development Director has advised the funding for 2024 has already been allocated & won by The Village Hall (Judith Richardson) & Richmond Rugby Club. The new fund opens in May 2025. Outgoing Clerk SP advised there was no clear process for applying for funding. Incoming Clerk ND to contact Harmony & obtain clarification of process. **ACTION ND**
 - 6.2.2 Funding from National Lottery. Cllr IM commented there may be funding available from the National Lottery, he will explore this & feedback. **ACTION IM**
 - 6.2.3 Costs for digital VAS sign. Update received from Cllr JF. Obtained 2 quotes for the digital sign from suppliers approved by North Yorkshire Council (NYC). Costs range from around £5,261 to £7,952 + VAT. Depending on what supplier / device is chosen there are additional charges for maintenance & installation
 - 6.2.4 Exact location of VAS sign. Cllr JF advised the residents have been consulted & agreed they are happy to have the digital sign almost opposite the Village Hall on the Village Green. Cllr IM commented that we will need to secure funding for the VAS before contacting Highways to confirm installation of the post which will cost £500 + VAT.

ACTION IM / JF

6.3 Community Speed Watch

Cllr JF reported that 7 volunteers have come forward for the training to be completed at the Village Hall on Thursday the 3rd October 2024. Will Monkman will be leading the session along with bringing a loan kit for the Village to use. He is un-sure of how long we are able to keep the loan kit but should we need to purchase the equipment the costs will be in the region of £500 + VAT. Cllr JF stressed that this initiative needs to be carried out regularly & a different time of the day. The results will be reported back to North Yorkshire Council. The cost of £10 to hire the Village Hall was unanimously approved by all Councillors. **ACTION JF**

7. Play Parks

7.1 The latest play park inspection report was received.

7.2 Replacement missing “no ball games” sign at the playpark in Springfield

7.2.1 A conversation was conducted about apply for By Law to help prevent ball games being played in Springfield but this was thrown out as this cannot be enforced.

7.2.2 It was agreed that a sign of similar size to that of the one in Linden Road. It will be fixed by bolts to the fence & made from the same material as the “no parking on the Village Green” signs. Cllr IM will obtain prices & advise.

ACTION IM

7.3 Gate PIN in Springfield requires attention. Cllr KR advised he will take a look & repair if possible. **ACTION KR**

7.4 Removal of moss. It was agreed that all Councillors will collectively clear the moss from both playparks in Linden Road & Springfield. **ACTION IM / JB / KR / JF**

7.5 Cutting back of trees. It was unanimously agreed that the trees would be cut back after the leaves have dropped as it will be easier to determine which branches are to be removed. **ACTION IM / JB / KR / JF**

7.6 Dog fouling in playparks. Cllr RD commented that there is a lot of dog mess in the Linden Road playpark despite there being a bin in the corner. It would seem owners are exercising their dogs in this area. All Councillors commented back that regrettably fines are not enforceable.

7.7 Community Garden’s Funding. Cllr JF commented that instead of having 2 playparks in the Village it may be better to convert one to a “Community Garden” & that there may funding available. Cllr RD commented that before the playparks were installed there was a gardening space but sadly the plants were stolen. Cllr’s JB & KR commented that both playparks are well used. It was agreed to add this to the Agenda for further discussion at the next meeting in November 2024. **ACTION ND**

8. Village Green

8.1 issues relating to The Village Green were raised & discussed

8.2 Footpath badly re-instated near to School House. Clerk to contact landowner / Public Rights of Way. **ACTION ND**

8.3 Damaged railings opposite St Agatha’s Church. The Councillors commented that this is an eyesore in the Village since it was damaged around 2 years ago by a car crashing into them. North Yorkshire Council are responsible for the repairs not the Parish Council. It was agreed that The Clerk should contact North Yorkshire Council copying County Councillor Angus Thompson into any correspondence in an effort to jolt them into action. **ACTION ND**

8.3 Bush Shelter Light. Cllr JB commented that the light is playing up again. Village Resident John Brown has replaced it in the past by way of contribution to the upkeep of the Village. Cllr JB to contact John Brown, get works completed & provide a bill for re-imburement by the Parish Council. **ACTION JB**

8.4 Beech Tree. Cllr IM reported that Martyn Goldsbrough of Forestry & Landscaping has completed an inspection of the tree where he advised there is no immediate action required but needs to be monitored. The Councillors requested a formal written report from Martin Goldsbrough, Cllr IM to obtain. **ACTION IM**

8.5 Bridal Way sign located at the end of Oliver Lane. Needs to be repaired / replaced. Clerk to contact Public Rights of Way. **ACTION ND**

8.6 Bulb planting. Cllr IM requested approval to purchase bulbs covering around 20 square meters, £50 should cover it. North Yorkshire Council Highways will re-imburse the cost. A suitable time will be set to plant them once purchased. The cost was unanimously agreed by all Councillors. **ACTION IM**

8.7 Beck clearing. A comment was received from a Resident expressing serious concern about the overgrown vegetation in the becks as they cannot be seen. Cllr JB commented they are usually cleared out in October. Outgoing Clerk SP commented that the Becks are cleared once a year in November / December by North Yorkshire Council. Half of them were cleaned in 2023 but completing the job was delayed until February 2024 due to bad weather. Cllr JB commented the contractors did not return to complete the job. Incoming Clerk ND to contact Steve Gibb, Area Grounds Manager at North Yorkshire Council & copy County Councillor Angus Thompson into any correspondence. **ACTION ND**

8.8 Milestone refurbishment. A Resident thanked Cllr KR for the recent loan of equipment to refurbish the Milestone near Springfield.

8.9 Overflowing public bin in Springfield playpark. A Resident reported that the bin was overflowing. Incoming Clerk ND to contact North Yorkshire Council. **ACTION ND**

9.1 Planning Matters

9.1 Building site 42 Richmond Road. Cllr JF commented that recently there have been repeated breaches of planning control, particularly in Condition 11 of the full planning consent (20/00654/FULL) which specifies the permitted hours of work during construction Saturday is from 8am - 1pm only by way of protecting the neighbourhood. Cllr JF advised he has raised this a few times with the site operatives who advised they will bring it to the attention of the developer Andrew Buckley. It was agreed unanimously that the Clerk is to contact Andrew & re-confirm Condition 11. **ACTION ND**

9.1.2 A Resident had previously commented that placing of the red & white bollards on the Village Green making it look un-tidy & killing the grass. Can the developer be reminded to leave the site tidy after each visit. Cllr JF commented that the bollards are there to protect the Village Green while taking deliveries, operatives apologise for having them in place. It was also commented that the bollards are stopping people walking safely on the Green & pushes pedestrians onto the road to get past the development which is un-safe. It was unanimously agreed that the developer is asked to remove the bollards off the Village Green & place them at the bottom of the drop curb in order to protect the grass. **ACTION ND**

9.2 Planning Request ZD24/00443/LBC - PROPOSAL: Listed building consent for replacement of 15no. sliding sash windows and 1no. Yorkshire sliding sash window deemed beyond repair. New windows to match existing in hardwood incorporating slimline heritage 4/4/4 double-glazing

LOCATION: Hill House 24 Richmond Road Skeeby Richmond

APPLICANT: Mr Paul Rummery

Planning permission was unanimously approved as the windows are very rotten & need to be replaced. **ACTION ND**

10. Finance

10.1 The outgoing Clerk (SP) provided a verbal update since there had been very little change in financial transactions since the year end accounts in May.

10.2 The following payments were agreed

10.2.1 Clerk's salary- July, August & Sept	£380.99
10.2.2 HMRC (Employee Tax)	£ 95.20
10.2.3 Clerk's expenses	£ 0.00
10.2.4 Information Commissioners Office (ICO)	£ 40.00
10.2.5 CHT – Village Emergency Telephone System Yr 6	£120.00
10.2.6 HMRC VAT error from 2022 re-payment	£746.00

10.3 To note the following payments in

10.3.1 Richmond Rotary Club	£100.00
10.3.2 HMRC 2023/24 VAT Reclaim	£496.45
10.3.3 Family Fun Day	£523.90

Outgoing Clerk SP advised that this payment should be transferred into the "playparks" account. **ACTION IM**

Cllr RD advised she was happy for the Clerk ND to compile a "thank you" note. **ACTION ND**

10.3.4 Precept – Outgoing Clerk SP advised the second half of the Precept should be arriving soon

11. Best Kept Village Competition

11.1 Rotary Club Feedback – Cllr IM commented he has received feedback & will share. It was un-clear when the 2025 Competition will be held. Cllr IM will find out & feedback. **ACTION IM**

11.2 Cllr KR mentioned that perhaps the prize money should be given to the Resident who refurbished the Milestone to cover materials used – the Resident graciously declined the offer. It was agreed that the prize money would be put towards purchasing a circular plaque to be mounted on the bus shelter railings. **ACTION IM**

12. Training

12.1 It was agreed that the Incoming Clerk (ND) is to attend "Induction for Clerks" provided by YLCA at the cost of £70.00. ND to advise Cllr IM when she can attend. **ACTION ND**

13. Correspondence. *The following correspondence was received.*

13.1 "Let's Talk Active - new survey from North Yorkshire Council"

13.2 "Community energy resilience charity funding available"

13.3 Elevate Play Ltd about a new product range coming soon

13.4 Strategic Finance "Details of the 2025/26 Parish Precepting process"

13.5 Lorraine Hodgson, Clerk to Scotton Parish Council "North Yorkshire wider partnership conference"

13.6 Parish Liaison "Drop-in Surgeries & Parish Liaison Meetings"

13.7 Highways "Richmond Cobbles Road closures"

13.8 Christine Phillipson, Principal Democratic Services Officer "Standards Training for Parish and Town Clerks/Councillors"

13.9 Joy Morgan, Administration Officer webinar training "Procurement Act 2023 Update"

14. Parish Council Communications

14.1 Designated Parish Council mobile phone – it was agreed that the Incoming Clerk (ND) is to arrange a SIM only contract at the lowest possible cost. Clerk ND offered to loan the Parish Council a handset. **ACTION ND**

14.2 Change in Parish Council email address / host – it was agreed that in the short-term & the most cost effective way forward is for the Clerk ND is to contact Kay Richardson & discuss setting up an email account with the Wix, the existing provider of the Parish Council website. **ACTION IM / ND**

14.3 Change in Parish Council website address / host – Clerk ND gave a brief update advising further research is required & this is likely to be an on-going project. **ACTION IM / ND**

14.4 Financial Agreement – it was mentioned by the Outgoing Clerk (SP) that Cllr IM would need to update the "Financial Agreement" in respect of payments by Direct Debit if necessary. **ACTION IM**

14.5 Bank handover from Outgoing Clerk SP to Incoming Clerk ND – Cllr IM asked for an update on this from ND. She advised this was on the priority list of actions & will be sorted asap. **ACTION ND**

15. Parish Clerk

15.1 Thanks & farewell to Outgoing Clerk SP & welcome Incoming ND. Cllr IM shared how valuable SP's work had been over the past 3 years & welcomed the new Clerk to the Parish Council

16. Items for the next agenda

Strategic Finance "Details of the 2025/26 Parish Precepting process"

17. Date and time of next meeting

The next meeting will be held on Thursday 28th November 2024 at 7pm, in the Jubilee village hall.