

AISLABY PARISH COUNCIL

Minutes of the proceedings of the Meeting of Aislaby Parish Council
Held in The Parish Hall, Aislaby on Tuesday 25 May 2021 at 7.05pm pursuant to Summons, and following
the Annual Parish Meeting

Present:

Councillor D Potter (Chairman) in the Chair; Cllrs R Dobson, T Jefferson, K Nellis, & A Varney

Also present were: V J Pitts (Clerk)

There was no Public Session

Action
by

- 1 **APOLOGIES FOR ABSENCE AND APPROVE WHERE REQUIRED**
Cllr L Hall
- 2 **TO IDENTIFY ANY ITEMS FOR DISCUSSION THAT MAY REQUIRE THE EXCLUSION OF THE PRESS AND PUBLIC**
i) RESOLVED to Exclude Press & Public from whole of Item 15 in order to consider professional legal advice and personal resident data
- 3 **DECLARATIONS OF INTEREST**
i) Members to declare any personal, pecuniary or prejudicial interests they may have in the following items that are not already declared under the council's code of conduct or members' Registration of Interests: None
ii) To consider and approve Dispensation requests for items on the agenda that if without the dispensation the number of persons prohibited from participating in any particular business would be so great a proportion of the body transacting the business as to impede the transaction of the business: None
- 4 **POLICE MATTERS**
i) To receive any reports from the Police: No police representative present and any reports received had been circulated.
- 5 **MINUTES**
 - RESOLVED to approve and sign the minutes of Aislaby Parish Council meeting held on the 27 April 2021
- 6 **REPORT ON MATTERS ARISING FROM PREVIOUS MEETING**
The following ongoing issues were discussed and decided upon:
 - a) *Featherbed Lane - drain/spring issue*: to receive update: reported to NYCC but no feedback received
- 7 **BOROUGH, COUNTY & REPRESENTATIVE REPORTS**
No Cllrs present

i) To receive reports from Parish Council Representatives on recent meetings (if applicable): None
ii) To receive reports from Borough and County Councillors on relevant items (if applicable):
 - a) To note various email correspondence received from Cllr D Chance regarding NYCC Coronavirus policy implementation
- 8 **PLANNING MATTERS**
The following were discussed and decided upon:
 - 1 **NYMNP**
 - a) Consultation from Camping and Caravanning Club regarding a proposed Certificated Five Van Caravan Site at Aislaby Lodge, Aislaby, Whitby Enq 17686 - unable to respond due to 12/5 deadline
 - b) 34 Main Road Aislaby NYM/2021/0261/FL - Application for alterations and construction of single storey rear extension following demolition of existing extensions and outbuildings, construction of replacement garden store and repairs to stone bridge over pond: RESOLVED No Objections

- c) 34 Main Road Aislaby NYM/2021/0274/LB - Listed Building consent internal and external alterations and construction of single storey rear extension following demolition of existing extensions and outbuildings, construction of replacement garden store and repairs to stone bridge over pond: RESOLVED No Objections
- d) Beech Hill - Trees in Conservation Area NYM/2021/0356/WTCA - unable to respond due to deadline

2 SBC

- a) None

Note that residents can respond individually and access documents. Planning Applications can be viewed on line at:

NYMNPA:

<http://planning.northyorkmoors.org.uk/Northgate/PlanningExplorer/ApplicationSearch.aspx>

Or via the Parish Council Website: <https://aislabyparishcouncil.wordpress.com/>

9 PARISH MAINTENANCE

The following were discussed and decided upon:

a) *Ongoing Maintenance of Public Toilets:*

- i) Cllr RD to update on any general maintenance repairs undertaken or required and decide if any further action to take: Noted lightbulbs needed replacing, otherwise OK. Cleaner sanitises every morning
- ii) To receive, discuss and decide on quotations if received, and whether to progress project - ON HOLD UNTIL QUOTES RECEIVED
 - A) Removal of urinal in gents, re-plaster wall and replace with modern waterless urinal bowl
 - B) Replace 3 toilets (2 ladies, 1 gents) and associated pipework with handle flush cistern
 - C) Smooth plaster over interior walls ladies & gents and paint
 - D) Repaint exterior doors

VJP/RD

b) *Monitoring of Footpaths:*

- i) Cllr DP to report on any issues relating to footpaths within the parish boundary and decide if any action to take: Noted growing over past few days

c) *Garths*

- i) Garth 15 Gate - to consider quotes and decide how to progress: Clerk advised no quotes received. Noted that Cllr RD had checked on the gate and found that bottom of the gate broken; however, actually needs a new strainer post. Cllr RD had checked out Garth 16 and found that fencing next to Selly Hill Cottage needs to be replaced as livestock getting through. RESOLVED to put repair to gate/fence on hold until Cllrs TJ/DP investigated and taken photographs
- ii) Garth Boundary marking - to receive update: Suggested date that week did not fit in, RESOLVED Clerk to put back a week

**TJ/DP/
VJP**

VJP

d) *Trees*

- i) Tree Adj 2 Egton Road - Conservation Application to NYMNPA - to receive update: Noted, and no response received yet

VJP

e) *Grass verge cutting/trimming within Aislaby -*

- i) To receive, consider and decide on quotes received for village areas: RESOLVED to accept quote of £105 per cut (Town and Country Landscapes), with War Memorial, Land Adj War Memorial and Village Green cut every 4 weeks with immediate effect up to October. Due to wildflower emergence at Toft Corner, to only cut strip where path is to ensure accessibility, then to commence full cut in July then every 4 weeks up to October. Monitor situation and review at end of year
- ii) To receive consider and decide on quotes received for roadside verges outside of village: RESOLVED to accept quote of £145 + VAT (Hill Agricultural Contractors)

VJP

- f) *Benches* - to receive, consider and decide on quotes received for maintenance works: RESOLVED to accept quote of £171.99 (Town and Country Landscapes)

VJP

g) *NYCC Highways Issues:*

- i) To consider any issues that need to be reported to NYCC Highways:
 - a) Manhole in road outside School House - noted Cllr RD reported; Clerk to also report
 - b) Damaged tarmac outside of 39 Main Road - Clerk to report

VJP

VJP

10 FINANCE

The following was discussed and agreed upon:

- i) *Consider Insurance Quotations from Came&Company & BHIB Brokers- renewal 1st June - to consider quotations and decide: RESOLVED to proceed with Aviva via BHIB at 546.74*
- ii) *To receive the payment schedule and approve payment of the invoices detailed: RESOLVED to approve*
- iii) *VAT126 2020/21 - for £62.22 submitted: Noted*
- iv) *To review, approve and sign the 2020/21 Qtr 3 & Qtr 4 End of Year Financial Statements and associated Bank Reconciliation and Statements: RESOLVED to approve*
- v) *SBC Precept/Model Agreement 2021/22 - 1st instalment: £1100.00/£958.28 respectively: Noted*
- vi) *To review approve and sign Annual Internal Control Checklist for 2020/21: RESOLVED to approve*
- vii) *Annual Return 2020/21 - to confirm 30 day inspection period to commence 1 July 2021: RESOLVED to approve*
- viii) *Annual Return 2020/21 Internal Audit: To review and consider any feedback from the Internal Auditor: Noted advised all satisfactory*
- ix) *Annual Return 2020/21 Annual Governance Statement: a) reviewed effectiveness of the system of internal control and b) RESOLVED to approve and c) RESOLVED to sign the Annual Governance Statement*
- x) *Annual Return 2020/21 Accounting Statement: a) reviewed and b) RESOLVED to approve and c) RESOLVED to sign the Accounting Statement*
- xi) *Annual Return 2020/21 – Certification of Exemption: To resolve to certify as Exempt from a Limited Assurance Review for the year ended 31 March 2021: RESOLVED to approve*

11 PARISH PLAN

The following was discussed and decisions made as follows:

- a) *Further Response/Feedback from Stronger Communities Resident Open Session on 13 July 2019 -to receive further update and decide on any actions required: Nothing further received*

12 PARISH POLICY

To consider the following and decide actions where necessary

- i) None

13 CORRESPONDENCE

The following correspondence was received and decisions made as follows:

- i) For Information ONLY
 - a. To note general correspondence circulated by email to Cllrs
 - b. NALC/Govt consultation in improving broadband for very hard to reach premises - unable to respond due to deadline, circulated to Cllrs and put on website for residents to respond
- ii) For Decision
 - a) *Affordable Housing: to receive and consider latest communication from NYMNPA/SBC Affordable Homes Enabler, if applicable, and decide what further action if any is required: Noted update received that a housing needs survey will be undertaken later in year*

VJP

14 PARISH COUNCILLOR VACANCY

- i) Cooption Notice put up with deadline of 26 February 2021 elicited no response. Next deadline 28 May 2021 for consideration at next applicable meeting
- ii) *To consider applications for the co-option of parish councillor - n/a*
- iii) *To vote on who to co-opt - n/a*
- iv) *Upon co-option the Cllr to sign the Declaration of Acceptance of Office, if present, if not present to decide when the Declaration should be signed to validate the co-option - n/a*
- v) *To note positions not filled will be re-advertised - deadline 28 May 2021 already in place, if no responses then to also put on village facebook page*

15 GARTHS/Common Land/Village Green

The following were discussed and decisions made as detailed:

i) *York Potash - Minerals:*

- To receive, consider and decide on any correspondence from York Potash regarding the lease of Minerals in N Yorkshire, and to consider the related advice from the Parish Council's Solicitor on this matter, if applicable: Not applicable

ii) *Garth No 6:* to receive update on Land Registry Registration (if applicable) and decide if any further action required: nothing received

iii) *Garth Occupation/Vacancies & related issues -*

a) if applicable consider any updates on occupation/vacancy and associated legal advice if received on any outstanding matters: None

b) Garths 6, 14, 15, 16 & 17 - update on Notice to Quit: RESOLVED to wait for a response until June meeting before taking any other action with these Garths

VJP

16 DATE OF NEXT MEETING

a) RESOLVED next meetings will held at The Parish Hall Aislaby as follows:

To be decided at the Annual Meeting of the Council, which immediately followed

Meeting finished at 7.55pm

Chairman

Dated