



Kirk Smeaton Parish Council

Kate Bowden (Clerk) email: kirksmeatonclerk@gmail.com

Bonita Cottage, Water Lane, Kirk Smeaton WF8 3LD

Tel: 01977 621628

Tricia Storey – Chair

MINUTES

Kirk Smeaton Parish Council Annual Meeting Wednesday 11th May 2022

359

MINUTES

1. Support for Ukraine - 1 min silence
2. Cllr Tricia Storey was nominated and seconded and duly elected as the Chair for Kirk Smeaton Parish Council for 2022/23
3. Attendance: Cllr Tricia Storey; Cllr Tony Lenc; Cllr Barney Byfield; Cllr James Stephenson; Cllr Carl Vitty
4. There were no apologies
5. Cllr Tony Lenc was nominated and seconded and duly elected as the Vice Chair for Kirk Smeaton Parish Council for 2022/23
6. There were no Declaration of Interests
7. All Cllrs signed the Declaration of Acceptance of Office
8. Not applicable
9. **Public Questions and Issues - no members of the public were present**
10. The Minutes of the Parish Council Meeting held on 9th March were signed and approved.
11. Matters arising from the Minutes of 9th March Parish Council meeting
 - 11.1. The flowers in all stone planters have now been planted
 - 11.2. The new sign for Hodge Lane is in production and will be installed when available
 - 11.3. The new 30mph sign for Water Lane is in production and will be installed when available
 - 11.4. Street Lighting in the Village at night - Cllr Stephenson produced a document on the Crime Statistics (appended herewith) and the Clerk reported on a conversation with Street Lighting at NY as follows:
 1. Crime stats from the Police have not been received as yet
 2. The Council will never switch on a whole Village
 3. Column no 2 on Manor Close was switched on last June- this needs checking to ensure it is on when it is after 12 midnight
 3. The nature of the crime is part of the criteria
 4. The crime statistics have to be produced over a 6 year period
 5. Overall, night time crime levels have dropped since switching the lights off
 6. The crime must take place between midnight and 5 am



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7. On the NYCC website there is a report on energy saving including information which will help understand the situation.

The Parish Council discussed the above and agreed that It looks doubtful that we will be allowed the street lighting on throughout the whole village at night.

11.5. The Railway Roadshow Event will be held on Gala Day in September - Cllr Vitty will report back after the Jubilee.

11.6. Wentedge Road lay-bys - Cllr Stephenson reported that the restoration of the Lay-bys on Wentedge Road will commence on 20th June 2022

11.7. Drinking Trough - Cllr Stephenson reported that a Stone Mason has been contacted. It was agreed that work will commence in 2022/23

11.8. Cllr Stephenson produced the crime statistics for the Village - this is appended to these minutes.

11.9. Trees on Water Lane - The PC has been informed by SDC that the debris in the field will be moved when the field is not boggy. The PC will monitor this and contact Selby again if the situation is not remedied.

11.10. The tree for the Queen's Green Canopy has been planted on the Village Green and the plaque has been installed. Thanks to Cllr Lenc.

12. The Standing Orders and Financial Regulations were reviewed. It was agreed that the Standing Orders were appropriate and noted that Matters of Urgency has been added. The Financial Regulations were discussed and it was agreed that our Financial position is secure and the Regulations are in good order.

12.1. Reviews of all policies - Cllr Vitty reported that the Complaints Procedure is satisfactory. The other policies will be reviewed by each Cllrs and reported back to the meeting in July.

13. YLCA branch meetings - Cll Lenc will attend the meeting on 12 October at 7pm. Unfortunately members were unable to attend the June meeting.

14. Raising Income was discussed together with the General Powers of Competence and the S137 rules. A very informative response fro YLCA was discussed and it was agreed that the PC would consider raising income for future projects.



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15. Rural Crime was discussed and it was agreed to prepare a further flyer to update the Villagers. Chair to liaise with LSPC. Neighbourhood Watch and a further WhatsApp to discuss together with links with the Police, Fire and Crime Commissioner.
16. 20s Plenty - As it is unlikely for the campaign to be successful progress across the county will be monitored by KSPC

17. Village Green and Village Matters

- 17.1. Cllrs Stephenson has offered to arrange to repair the seat on Wentedge Road
- 17.2. cPad Training will be held on Gala Day in September.
- 17.3. Plastic Guards will be removed from trees on Water Lane
- 17.4. Cllr Lenc reported on the Village Maintenance Contracts. The contractor for the Village Green upkeep has resigned therefore a volunteer working party will be advertised for the weekend before the Jubilee and thereafter until a new contractor can be in place. Cllr Lenc is working on reducing the costs for the Village Maintenance generally.
- 17.5. The wildflower area is becoming more established and will be carefully maintained this year to aid further growth.
- 17.6. The PC has received complaints regarding the burning of rubbish, causing acrid black smoke. Members of the PC are to monitor this issue.
- 17.7. Affordable Housing. The survey will be distributed to residents within the next few weeks. A general Village meeting to discuss this is provisionally agreed for 16th June at 6pm in the Community Room - Matthew Brown from SDC will be in attendance.

18. Highways Matters

- 18.1. CSW dates are confirmed as 27th May and 24th June
- 18.2. Wentedge Quarry - the PC is to be represented on the Restoration and Management Committee. The Clerk has sent apologies for the meeting on Monday 16th May.

19. Allotments and Cemetery

- 19.1. Cllr Lenc reported on the preparations for the Garden of Remembrance. Work on the site has been ongoing with help from some Village residents.
- 19.2. The perimeter fence has been repaired. We have not received a reply from the owner of the property.



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19.3. The Allotment rent review was discussed with particular reference to the increase in Water charges and ongoing costs for the upkeep. It was reluctantly agreed to increase the rent by a further £10 per half plot. Allotment holders will be advised.

19.4. Cemetery and Allotment Values - The cemetery value is agreed at £1 proxy. The Allotment value is stated on the Asset Register at £1,700. Long term strategy for the PC would be to discuss the future use of the allotments especially with regard to number of burial plots remaining.

20. Correspondence

20.1. The PC has responded to NALC regarding Smaller Councils.

21. Financial Matters

21.1. Payments: HMRC £151.79; Tree for the Queen's Green Canopy £28.49; YLCA £139; Ink £5.49; Scribe Software £345.60; Water £20.24; Mole Contract £70; Clock Maintenance £75; Paper £37; Skip Hire £250; Village grass cutting £330; Green Bin contract £88.15

21.2. The Payment for Insurance Premium - £383.42 was agreed

21.3. As the Parish Council Laptop is very old not working properly, the Clerk works on her own computer. Cllr Byfield is to assist the Clerk in ensuring the PC's information is secure.

21.4. Income: - Allotment Rent - £100

21.5. The PCs Financial Strategy was discussed. Points 5.24 - 5.27 of the JPAG document were discussed and it was agreed to hold a pre budget meeting in September.

21.6. AGAR p3 was approved and signed that KSPC is exempt from external audit for the fiscal year 2021/22. Clerk to forward this to the External Auditor.

21.7. The Annual Internal Audit Report for 2021/22 included at page 4 of the Annual Governance and Accountability Return 2021/22 was noted.

21.8. Section 1 Annual Governance Statement 2021/22 for KSPC on page 5 of the AGAR 2021/22 was approved.

21.9. Section 2 Accounting Statements 2021/22 for KSPC on page 6 of the AGAr 2021/22 was approved.



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21.10. The publication of documents required by Accounts and Audit Regulations 2015, the Local Audit (Small Authorities) Regulations 2015, SI 2020/404 The Accounts and Audit (Coronavirus) (Amendment) regulations 2020 and the Transparency Code for Smaller Authorities was approved.

21.11. This year's accounts were approved and signed off. It was agreed to order dog waste bags.

22. Planning Matters - the following planning applications were noted.

22.1. 2022/0248/COU 17 March 2022 - Change of use of agricultural land to domestic curtilage (retrospective) Andy Waller, Walden Meadows, Pinfold Lane, Kirk Smeaton

22.2. 2022/0172/HPA 17 March 2022 - Demolition of old flat roof garage to be replaced with 3 bay cart lodge style garage with cat slide roof
Beechcroft, Went Edge Road, Kirk Smeaton

22.3. 2022/0270/TCA Application for consent for partial crown reduction of approx 1m, crown thin approx 10% and reducing 1 limb to 1 no Willow tree and partial crown reduction of approx 1m and crown thin by approx 10% to 2 no willow trees. Mr Iain Cockerham, Church Cottage, Main Street Kirk Smeaton

22.4. 2022/0489/HPA - 27 Springfield Crescent, Kirk Smeaton. Loft Conversion and side extension.

22.5. 2021/1532/HPA 21.12.21 Mr Andy Waller. Erection of part two-storey/part single-storey extension to the west elevation, following demolition of existing balcony at Walden Meadows, Pinfold Lane, Kirk Smeaton - 15.02.2022 **Withdrawn**

22.6. 2022/0172/HPA - Beechcroft Wentedge Road. **GRANTED** 3 bay pitched roof garage and garden structure

22.7. 2022/0248/COU Change of use of agricultural land to domestic curtilage (retrospective) Location: Walden Meadows, Pinfold Lane, Kirk Smeaton - **GRANTED**

23. **Any Other Business for information** - Cllrs to forward ROI and expenses forms to Clerk.

24. **Matters in Private** – Clerk's Contract of Employment will be reviewed by the Chair and Clerk

25. **Date of next Meetings:** yearly dates are: 21st July; 29th September; 17th November; 12th January; 9th March 2023