



Kirk Smeaton Parish Council

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Tricia Storey – Chair

MINUTES OF THE Virtual Meeting 17 June 2020

10 July 2020

Minutes of the virtual Parish Council meeting held via Skype on Wednesday 17th June 2020 at 6.00 pm

1. Attendance: Tricia Storey (Chair); Tony Lenc (Vice Chair); Elaine Bartlett; Jayne Cooper (Cllrs); Kate Bowden (Clerk). Apologies: Cllr Martin Donlon
2. Declaration of Interests - None
3. **Public Questions and Issues** – No members of the public were present.
4. Minutes of the Parish Council Meeting held on 29 January 2020 were approved and have been signed by the Chair.
5. Matters arising from the Minutes of 29 January Parish Council meeting – No Matters arising
6. **It was confirmed and agreed that the Clerk had been given delegated decision-making responsibilities. The decisions made by the Clerk between meetings due to the Coronavirus Pandemic were ratified by the Council.** All decisions were confirmed by the Chair prior to execution and all Councillors were notified by email. The decisions included: Allotment letters; allotment receipts; all payments and receipts; new Insurance supplier; new Rules and Regulations relating to the Cemetery; budget figures and additions; dog nuisance; standing orders - remote meetings appendix was agreed; grounds maintenance spec was added to regarding the checking of trees.
 - 6.1. **Risk Assessment Management Policy and Scheme.** It was requested that the Clerk forward the new Policy and Scheme for Risk Assessment to the Councillors for their approval.
7. **The Yearly reviews of Policies was undertaken and it was agreed that changes were necessary for**
 - 7.1. Standing Orders with an Appendix *previously agreed* regarding holding remote meetings during the Coronavirus Pandemic.
 - 7.2. Grounds Maintenance Specification. It was agreed that a twice-yearly review of trees is to be added
 - 7.3. Financial Regulations. No amendments

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- 7.4. Cemetery Health and Safety of Memorials – no amendments
- 7.5. Grievance Policy – no amendments
- 7.6. Disciplinary Policy – no amendments
- 8. **Climate Action – Environment group** – Dave Bastow – this item to be carried forward to the next meeting
- 9. **Village Green and Village Matters**
 - 9.1. It was agreed that the Railway event would be rescheduled – Carry forward to July Agenda
 - 9.2. **Fly Tipping and Litter** – Cllr Storey reported that quite a few drops of litter, also cannabis rubbish had been fly-tipped on Long Lane; Middlefield Lane and Wentedge Road. 3 lots of the rubbish were subsequently torched. Keith Armstrong and Dave Herbert from SDC have been very helpful. A name and address were identified from one lot of fly-tipping and the owner subsequently visited. With the increase in visitors to Brockadale, litter has increased in volume.
 - 9.3. Cllr Bartlett and Cllr Lenc reported that the Church meeting was well attended with various suggestions for helping the Church funds. Due to the Pandemic, any action had been postponed. Cllr Bartlett to contact Rev Judd to ascertain the current position.
 - 9.4. Community Speed Watch – The Clerk reported that Cllr Storey, Mr Bernard Storey and herself had received training. Cllr Lenc also offered to join the group. The CSW will begin as soon as possible.
 - 9.5. Defib training – It was agreed that the Clerk would contact Chris Smart to discuss future defib training.
 - 9.6. Parked vehicles on Wentedge Road – With the ongoing house building and improvements on Wentedge Road, it was noted that a resident was offering the use of her drive to contractors. It was agreed that a thank you email be sent.
 - 9.7. Inappropriate vehicle access through the Village. Cllr Storey reported that un-sheeted vehicles were travelling through the Village and up Pinfold Lane. This was reported to North Yorkshire CC who contacted the Quarry owner. We have had some success with the vehicles now being sheeted and some success with vehicles being re-routed onto the A1.
 - 9.8. Cllr Lenc proposed that Social Distancing posters be placed on the Village Green. This was agreed. Clerk to source and purchase. Cllr Lenc also proposed that a note of thanks be sent to Selby DC for their tenacity and commitment to maintaining our waste removal. This was agreed.
 - 9.9. It was agreed to carry out a Risk Assessment for Covid-19 for Allotment/Cemetery. Clerk to action

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10. Highways Matters

- 10.1. Water Lane build-out – and
- 10.2. Wentedge Road repairs. It was proposed and agreed to contact Gary Lumb, NYCC to ascertain the current position.
- 10.3. The Clerk reported that the Water Lane pathway has been repaired.
- 10.4. Speeding Issues – The Clerk reported that Neil Morris PC 1745 who is the new beat manager for our area, is willing to help with our speeding problems.

11. Allotments and Cemetery

- 11.1. Cllr Cooper is confirmed as the designated deputy for Cemetery liaison in the absence of the Clerk. She will be supported by Cllr Bartlett. Clerk to send out copies of the Cemetery guidance.
- 11.2. Cllr Lenc agreed to carry out the H & S at the Cemetery with the Clerk when necessary.
- 11.3. The Clerk reported that Peter Moxon interred the ashes of his father Gordon Wilfred Moxon in shared plot.

12. Correspondence

- 12.1. Email from resident re concerns with Water Lane build-out – Cllr Storey reported that she had spoken to the resident and assured him that this would not interfere with his property.
- 12.2. Closure of A19 at Haddlesey Bridge. The Chair reported that an email had been sent to NY with copies to Nigel Adams supporting John McCartney's email about the need to commence repair works urgently.
- 12.3. The Clerk reported the need to evaluate the PC Web-site for accessibility compliance. It was agreed that Cllr Lenc contact the local IT expert for a quotation for the first phase (evaluation phase). At least phase 1 needs to be in place for 23 September 2020.

13. Financial Matters

- 13.1. The Clerk reported the following financial activity: Cheques drawn: Room Hire £60; Web-site £111.75; PC £50; Clerk Salary £600; YLCA Membership £135; Tax NI £154.28; BHIB Insurance £325; YLCA £15; Tom Precious £113.50; S Hayes; Scribe £308; Danny Curnow April £320; BHIB £325; YLCA £15; Garry Oakes £255; Danny Curnow for May: £295; JRB £164.70; Stamps £8.46
- 13.2. Cheques received – Ashtons £170; K Bradley £200; Nigel Goodwin £170
- 13.3. It was agreed and confirmed that KSPC to be exempt from external audit for the fiscal year 2019/20
- 13.4. The Annual Internal Audit Report for 2019/20 included at page 4 of the Accountability return 2019/20 was noted.

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- 13.5. Section 1 – Annual Governance Statement 2019/20 for KSPC on page 5 of the AGAR 2019/20 was approved.
- 13.6. Section 2 – Accounting Statements 2019/20 for KSPC on page 6 of the AGAR 2019/20 was approved.
- 13.7. The publication of documents required by Accounts and Audit Regulations 2015, the Local Audit Regulations 2015 SI2020/404. The Accounts and Audit (Coronavirus) (Amendment) Regulations 2020 and the Transparency Code for Smaller Authorities were approved.
14. **Planning Matters – it was noted and recorded that:**
- 14.1. 2019/1ful detached 317/S73 Section 73 application to vary condition 02 plans of planning permission ref 2018/1334/FUL detached dwelling at Kimberley – **GRANTED**
- 14.2. 2020/0100/PPP – Lawful development certificate for the erection of a detached garage at Watermill Farm Main Street, KS - **Permitted**
- 14.3. 2020/0150/HPA – Proposed erection of ground floor rear extension and steel flue, 16 Manor Close, KS - Decision no: 2020/0150/HPA – GRANTED 1 May 2020 - **Permitted**
- 14.4. 2020/0049/HPA – alteration and extension of existing dwelling and replacement of existing building, Hazelnut Cottage, Middlefield Lane, KS - **Granted**
- 14.5. 2019/0222/FUL Grange Farm, Pinfold Lane, Kirk Smeaton – proposed erection of an outbuilding – **REFUSED.**
- 14.6. 2020/0466/HEN – Hazelnut Cottage, Middlefield Lane, Kirk Smeaton. House extension notification for a single storey pitched roof extension extending 7 m to rear, 4 m to ridge and 2.5 m to eaves. **Permitted.**
- 14.7. 2020/0527/HPA. Kirk Smeaton Post Office. PA for garage following demolition of a lean to.
- 14.8. NY/2019/0002/ENV – Wentedge Quarry. Cllr Storey reported on the site visit by the Planning Committee to Wentedge Quarry. The PC has been informed that the **proposed** date for the Planning Application meeting is the morning of 21st July 2020 to be held virtually. **This has yet to be confirmed.**
15. **Any Other Business for information.** The PC were very sorry to note the resignation of Cllr Martin Donlon for personal reasons and send a note of thanks for his tenacity and commitment to the work of the PC especially with regard to the latest Quarry extension application. All member of the PC thanked Cllr Bartlett and Cllr Atkison (Little Smeaton PC) for the fantastic job with the Smeatons' Volunteer Group. Many residents have benefited over the last few months.
16. **Matters in Private**
17. **The dates for future meetings was agreed: 8 July; 9 Sept; 11 Nov; 13 Jan 2021; 10 March 2021**

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