



**MINUTES OF THE MONTHLY MEETING OF CONONLEY PARISH COUNCIL
HELD AT CONONLEY VILLAGE INSTITUTE, 14 NOVEMBER 2023**

Present: Councillors: M Swinden (Chairman) M Dracup K Clark
A Brown (Until Minute 23.157)
(Also in attendance: Clerk Hannah Sherriff-Jackson and 2 members of the public)

23.151 (a) TO RECEIVE THE WRITTEN RESIGNATION OF THE CHAIRMAN

The Parish Council received the resignation of Cllr Powell from the position of Chairman.

(b) TO APPOINT A CHAIR FOR THIS MEETING

RESOLVED: Cllr Swinden was appointed as Chair for this meeting.

23.152 APOLOGIES (AND REASONS) OF ABSENCE

Apologies were received from Cllr Powell. No request was made for the reason of absence to be considered as an Approved Reason.

23.153 DECLARATIONS OF INTEREST

No declarations were made.

23.154 MINUTES OF PREVIOUS MEETINGS

Minutes of the previous meeting of Cononley Parish Council were approved as a correct record of the following:

- Monthly Meeting held 17 October 2023

23.155 OPEN FORUM

One member of the public raised concerns about the broken street light on Netherghyll Lane. The Parish Council agreed to talk about this issue in more detail at agenda item 21.

A second member of the public raised concerns about the felling of trees. Cllr Brown agreed to have a look at the area concerned.

This elector then raised concerns around the shelter on Platform 1 at the train station. The glass of this shelter has been damaged. He has raised the issue with Northern Rail as Cononley Train Station doesn't have CCTV.



He has also spoken to Northern Rail about having a defibrillator fitted at the other side of the level crossing as when the crossing is down, the defibrillator is inaccessible to that side of the village.

Finally, the member of the public then reported that Northern Rail are lengthening trains however they are not extending the platform at Cononley Train Station.

23.156 UPDATES FROM NORTH YORKSHIRE COUNCILLOR, ANDY BROWN

Councillor Brown informed the Parish Council that the site meeting at Meadow Close has taken place. Residents spoke well and deliberations are still ongoing.

He also reported that he would be attending a full council meeting where various items would be discussed, mainly the prepping of the NYCC Budget for 2024/25.

Councillor Brown informed the Parish Council that the Skipton Gateway project has gone through the Planning Committee with approval.

Finally, Councillor Brown reported that various funding opportunities are available including funding for village hall improvements. Funding is also available for low-income households to help with the installation of renewal energy options.

The Parish Council thanked Councillor Brown for representing the Parish Council at the Remembrance Sunday service.

23.157 CORRESPONDENCE

The Clerk circulated the 20s Plenty campaign email. The Parish Council have already given their support for this campaign.

RESOLVED: The Clerk will reply to confirm the Parish Councils continued support.

The Clerk informed the Parish Council that the Lengthsman has cleared the Pinfold. He reported that a branch was overhanging and potentially could be a hazard. The Parish Council have asked the Lengthsman to remove this branch.

23.158 APPROVAL OF ACCOUNTS TO PAY

RESOLVED: That the Parish Council approved the following Accounts to Pay:

	Payee	Reason	Gross	VAT	Net
	L Senior	Providing Log In Details & Posting Cheque Book (1 hour)	£12.20		£12.20
		Postage for Cheque Book	£2.70		£2.70
	David Loss	Maintenance – October	£163.50		£163.50
	H Sherriff-Jackson	Salary (Net) – November	£827.45		£827.45



		Working from Home Allowance	£26.00		£26.00
		Training (GDPR)	£17.25		£17.25
	HMRC	Employers NI - November	£9.58		£9.58
TOTALS			£1,058.68	£0	£1,058.68

23.159 BUDGET 2024/25

The Clerk reported that the draft budget would be produced ready for discussion at the December meeting.

23.160 PARISH COUNCIL ZOOM ACCOUNT

RESOLVED: That the Parish Council will cancel the Zoom account.

23.161 PARISH COUNCIL BANK CARD

RESOLVED: That the Parish Council will cancel the bank card.

23.162 REMOVAL OF PREVIOUS CLERK FROM BANK ACCOUNT

RESOLVED: That the Parish Council will remove the previous Clerk from the Parish Council bank account.

23.163 ADDITION OF A NEW BANK SIGNATORY

RESOLVED: That Cllr Clark will become the new bank account signatory.

23.164 UPDATE OF BANK ACCOUNT ADMINISTRATOR

RESOLVED: That the Parish Council will update the bank account to make the Clerk the new account administrator.

23.165 CHRISTMAS LIGHTS

RESOLVED: That the Parish Council will purchase this year's Christmas lights from Lumalite for £1,350 + VAT.

23.166 PLANNING

(a) **New Applications:** None



(b) Planning Decisions: Details of Planning decisions made by North Yorkshire Council were provided to members.

23.167 NORTH YORKSHIRE HOUSING STRATEGY

Cllr Clark reported that she has responded to this in her capacity as a resident.

RESOLVED: The Clerk will submit a response on behalf of the Parish Council.

23.168 NORTH YORKSHIRE COUNCIL ANNUAL STATUTORY BUDGET CONSULTATION

The Clerk has posted this consultation on the Parish Council Facebook page.

RESOLVED: The Clerk will submit a response on behalf of the Parish Council.

23.169 ALLOTMENT UPDATES

(a) Unpaid Rents

The Clerk reported that some Rents are still outstanding for this year.

RESOLVED: The Clerk will chase the unpaid Rents.

(b) Right to Grow Scheme

Cllr Clark informed the Parish Council of a scheme implemented by Hull City Council in which any unused Council land is being used as allotment land. The Parish Council felt that they should embrace this scheme as much as possible.

The Clerk reported that she has asked the residents of Cononley via a Facebook post how best the Parish Council can reduce the allotment waiting list to ensure more people have access to allotments. The general response was to ensure that tenants didn't hold more than 1 plot.

RESOLVED: The Parish Council will email the plot holders who hold multiple plots to ask if they would consider relinquishing some or all of a plot.

(c) Greenhouse Maintenance

The Clerk informed the Parish Council that the Lengthsman has reported broken windows and slipping roof panels at the greenhouse.

RESOLVED: The Parish Council will request for the Lengthsman to secure the roof panels and provide a price for replacement windows.

(d) New Number Posts



The Clerk reported that the Lengthsman is in the process of making and fitting the new number posts.

23.170 WIX WEBSITE PLAN

RESOLVED: The Parish Council will subscribe to the WIX Core Plan at £14 per month.

23.171 STREET LIGHTING

The Parish Council considered the concerns raised by the member of the public.

RESOLVED: The Parish Council will place an order with NYCC for the broken light on Netherghyll Lane to be replaced at a cost of £1,300 + VAT.

23.172 CANAL TOWPATH

RESOLVED: The Parish Council will pay for the materials up to £10,000.

The Clerk will write to the Canal and River Trust to confirm the Parish Council's decision.

23.173 BUS SHELTER

(a) Sweeping

RESOLVED: The Parish Council will instruct the Lengthsman to carry out regular sweepings of the Bus Shelter.

(b) Painting

The Clerk will contact the Lengthsman to request a detailed report on what painting and maintenance is required.

23.174 FLOOD RISK

The Parish Council will invite Lee Brayford from NYCC to come and speak about the potential risks in the village.

23.175 PENSION SCHEME FOR THE CLERK

RESOLVED: The Parish Council will make contributions into a NEST Pension Scheme for the Clerk.



23.176 CLERK'S HOURLY PAY SCALE

RESOLVED: The Clerk will move to Scale Point 15 following successful completion of her probation period. This will come into effect from 1st December 2023.

23.177 REPRESENTATIVE REPORTS

Cllr Clark reported that she is in the process of organising defibrillator training at the CVI. The date is yet to be confirmed.

Cononley Parish Council gave thanks to Cllr Swinden for his help and work over the years as this is to be his last meeting as a member of the Parish Council.

23.178 DATES & TIMES OF NEXT MEETINGS

The Clerk advised that matters for inclusion on the agenda of the next meeting should be with her by 04 December 2023.

The Clerk advised the next meeting would be held:

- Monthly Meeting at Cononley Village Institute at **7pm on Tuesday 12 December 2023**

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(Chair)

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(Date)