



**MINUTES OF A MEETING OF CONONLEY PARISH COUNCIL HELD
IN CONONLEY VILLAGE INSTITUTE ON TUESDAY 25TH JULY 2023
AT 19.00**

Present: Cllr M Swinden (in the chair), Cllr M. Dracup, Cllr A. Powell, Cllr A Brown.

In attendance: The Clerk (by zoom).

Three members of the public were in attendance.

23.095 (a) The written resignation of Cllr M. Swinden from the position of Chair of the PC was accepted. Further to members approval, Cllr M. Swinden was elected to the position of Chairman for this meeting.

23.096 There were no apologies received.

23.097 Cllr Brown declared an interest in item 15 a & b.

23.098 The minutes of the June Parish Council meeting held on 27th June 2023 were accepted as a true record.

23.099 Communication:

a) None.

b) Public Participation:

Paul Hogan addressed the meeting to discuss his plans for a new business. He would like to convert the redundant take away building on Main St in the village into a café selling hot drinks and some food. Mr Hogan and his architect used a model of the site to illustrate his plans. An extension is proposed that will require planning permission from NYC. The shed and a wall would need to be demolished. The trees would be untouched. Mr Hogan asked the PC to consider this matter formally when the planning application comes in.

c) NY County Councillor Andy Brown gave a brief update to the meeting. Cllr Brown advised he is now vice chair of the NYC Skipton/Ripon area Planning Committee.

Regarding the current political make up of NYC, some of the independent councillors have defected to the Conservatives giving them a majority of 48-42 out of the 90 seats available. Cllr Brown had no news on the Meadow Close planning application. Cllr Brown reported that in Bishop Monkton village it had been on Look North about raw

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sewerage running down the main street there. However, an application has been submitted for more houses to be built. The sewerage is a Yorkshire Water issue. Finally, Cllr Brown stated that the recently agreed new NYC Parish Charter is of little direct interest to Cononley.

d) The following correspondence (circulated) was considered and noted by Councillors:

- i) YLCA White Rose Bulletins and Law and Governance Bulletins.
- ii) NYC Planned Road Closure Notice: Main St, 3-4th August (2 days), Yorkshire Water.
- iii) YLCA Joint Annual Meeting Notice, 22nd July 23 at Skelton (nr York).
- iv) YLCA, Being a Good Employer Webinar, 18th July 23 via Zoom.
- v) A copy of the newly approved North Yorkshire Council Charter (circulated).

23.100 a) Planning Applications received for comment:

- i) None received.

Cllr Brown commented the building industry seems more cautious currently and this may explain the lack of recent planning applications.

b) Decisions, withdrawals or appeals reported by CDC.

None received.

23.101 To discuss and approve the following at Dead Eye following consultation with Councillors:

- a) It was resolved to approve the draft Risk Assessment as circulated by Mike Latham.
- b) It was resolved to approve the draft Throups Track and Dead Eye Pond signage as circulated by Mike Latham.

The PC asked the Clerk to send an official thank you to Mike Latham for all he has done with Dead Eye.

23.102 To receive any verbal allotment updates and take any appropriate action.

The Clerk confirmed that plots 38 and 39 were vacant and he was going to write to the next persons on the list this week to formally offer the plots. The Clerk also noted that he had still not heard back from the pest controller regarding a date for his 6-monthly inspection. The Clerk will chase again. The lengthsman is painting the numbers on the new posts for the plots and hopes to roll these out on to both allotment sites as soon as possible.

23.103 To receive a verbal update from Councillors regarding the recruitment of a new Clerk/RFO. The notice period for the current Clerk elapsed on 20th July 2023.

It was confirmed that the closing date for applications is 28th July. The Employment

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Committee will comprise of all serving Councillors en bloc and will meet to agree a short list and interview soon after that date. Further to the interviews taking place, the successful candidate will then be recommended to the full council for formal approval at an Extraordinary one item agenda meeting in August (date to be confirmed).

23.104 To receive the Action List and note any further actions to be taken.

There was no updated list but the Clerk verbally went through the key points. Reconciling s106 monies needs to be added to the list. Obtaining quotes for Christmas lights provision in the village and looking at alternative insurance policies for comparative purposes are outstanding items as does revisiting the PC Policies as required.

23.105 To receive any verbal updates from Councillors.

Cllr Dracup said that he had now been able to obtain the Deed Title information for the Delph which was bought by the new owner on 8th March 2022.

Cllr Dracup also stated that he had received no reply yet from the Canal & River Trust regarding his request for an update on the canal towpath improvement work. Cllr Brown said he would try to find out more as this is now an unreasonable delay. Costs for an outdoor gym are to be examined at a later date, under s106 criteria.

20.106 To approve the draft financial accounts for the year 2022/23 (circulated).

This item had been deferred from the last meeting due to time constraints. The accounts were discussed and it was resolved to approve the accounts for the year 2022/23 as presented.

23.107 To receive an update from Cllr Dracup regarding the footpath improvement work near the campsite.

Cllr Dracup confirmed that he had spoken with the landowner Mrs Drake, who has no objection to the improvement work taking place. The cost of the work can be met out of s106 funds. It was agreed to make this matter a standing Agenda item. One issue that needs looking at is how to put the footpath on to a North Yorks Council plan. Cllr Brown agreed to contact the relevant NYC Officer.

23.108 Clerk's Report.

The Clerk confirmed he is able to continue until a new clerk is in post so the PC isn't left in limbo and to ensure continuity. If any support or training for the new clerk is needed the Clerk confirmed he is happy to provide this as required beyond the changeover date if required. The PC thanked him for his invaluable support during the handover period. The Clerk outlined he has some concerns about the security of the PC's website and that

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he would investigate this with Jo Clark and Jason who designed it, if required. The website is therefore off line at the moment. The yearly plan also needs renewing. The external audit has been completed and sent to PKF Littlejohn. Thanks go to Simon for his assistance with this. There has been a delay with the changing of the banking signatories. This is being investigated by the Clerk with the bank.

23.109 Matters for Debate and Resolution.

- a) The payment of the NYC invoice of £768.48 for the Energy account for the year 22-23 was approved.
- b) The payment of the NYC invoice of £292.40 for Street Lighting maintenance for the year 22-23 was approved.
- c) The reimbursment to Cllr M Dracup for the Newsquest Job Advertisement at a cost of £480.00 was approved.
- d) The payment of the June 23 Newsletter invoice of £350.00 to Mason's Printers was approved.
- e) The reimbursement of £26.00 for printer cartridge expenses to Cllr Dracup was approved.

23.110 Council Administration and Finance.

a) The monthly report on assets, maintenance and council finance and budgets, timesheets, plus Clerk, Financial Consultant and Lengthsman costs were all approved. It was noted the Council that on 30th June 2023, the PC had a balance of £37,677.53 in the Current account (£10,000 is ringfenced for Awards for All) and £7,653.10 in the Reserve (Deposit) account.

23.111 To note that the date of the next Parish Council Meeting is scheduled for 12th September at the CVI. This may be subject to change to ensure the PC is quorate. Sept 26th is a reserve date. The meeting date will be announced as soon as possible.

23.112 There were no urgent items at the discretion of the Chairman, or items for future meetings.

The meeting closed at 20.06

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**A MEETING OF
THE SOLE TRUSTEES OF THE CONONLEY VILLAGE INSTITUTE &
THE SOLE TRUSTEES OF CONONLEY VILLAGE PLAYING FIELD**

Cononley Village Institute (CVIAC)

1. To receive and/or approve:

- (a) There were no signed minutes to approve.
- (b) No recent unsigned minutes were received.
- (c) There was nothing to report from the CVI rep.
- (d) No other business was discussed.
- (e) The latest CVIAC financial report was noted and payments and receipts approved.

Cononley Village Playing Field (CVPF)

1. (a) There were no recent Minutes to note.

- (b) Kath and David had met to discuss ongoing matters. The Clerk asked David to look at the concrete slab in the play area to check for any safety implications and take any appropriate action.
David has ordered some sand and is awaiting a delivery date.
The missing bolt on the basketball hoop had been reported to the Friends of the Park. The clerk will email Kath for updates.
- (c) The Clerk will circulate David's latest maintenance report. He has agreed to cut the grass on the football pitch despite reservations about potential damage to his machinery.
- (d) Any payments and receipts were approved .

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