



**MINUTES OF THE ANNUAL MEETING OF CONONLEY PARISH COUNCIL HELD
AT CONONLEY VILLAGE INSTITUTE, 07 MAY 2024**

Present: Councillors: A Powell (Chairman) M Dracup K Clark M Steele
A Brown

(Also in attendance: Clerk Hannah Sherriff-Jackson and 1 member of the public)

24.01 APPOINTMENT OF CHAIRMAN FOR 2024/25

No nominations were received for the position of Chairman for 2024/25. As per YLCA advice, the PC will continue to operate with a rotating Chairman on a meeting-by-meeting basis.

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

24.02 APPOINTMENT OF VICE-CHAIRMAN FOR 2024/25

No nominations were received for the position of Vice-Chairman for 2024/25

24.03 APOLOGIES (AND REASONS) FOR ABSENCE

No apologies were received.

24.04 APPOINTMENT OF COMMITTEE MEMBERS – EMPLOYMENT COMMITTEE

RESOLVED: That Cllrs Clark and Dracup were appointed as members of the Employment Committee.

24.05 APPOINTMENT OF SOLE TRUSTEES

RESOLVED: That Cononley Parish Council will act as Sole Trustee to the Cononley Village Institute Trust and the Cononley Village Playing Field Trust for the 2024/25 period.

24.06 APPOINTMENT OF SOLE TRUSTEE REPRESENTATIVES ON CVIAC

RESOLVED: That this item is deferred until July.

24.07 APPOINTMENT OF SOLE TRUSTEE REPRESENTATIVES ON FCPF



RESOLVED: That Cllr Clark was appointed as the Sole Trustee Representative on Friends of Cononley Playing Field.

24.08 APPOINTMENT OF REPRESENTATIVES TO YLCA CRAVEN BRANCH

RESOLVED: That the Clerk was appointed as the Parish Council representative on YLCA Craven Branch.

24.09 APPROVAL OF MEETING DATES, TIMES AND PLACES FOR 2024/25

RESOLVED: That the following meeting dates, times and places were approved.

Month	Date	Time	Nature	Place
June	04/06/2024	7.00pm	Monthly	CVI
July	09/07/2024	7.00pm	Monthly	CVI
September	10/09/2024	7.00pm	Monthly	CVI
October	08/10/2024	7.00pm	Monthly	CVI
November	12/11/2024	7.00pm	Monthly	CVI
December	10/12/2024	7.00pm	Monthly	CVI
January	14/01/2025	7.00pm	Monthly	CVI
February	11/02/2025	7.00pm	Monthly	CVI
March	11/03/2025	6.00pm	Monthly	CVI
	11/03/2025	7.30pm	APM	CVI
April	15/04/2025	7.00pm	Monthly	CVI
May	13/05/2025	7.00pm	Annual	CVI

24.10 DECLARATIONS OF INTEREST

Cllrs Powell & Brown declared non-pecuniary interests in agenda item 20 (Allotment Updates).

24.11 MINUTES OF PREVIOUS MEETING

Minutes of the previous meeting of Cononley Parish Council were approved as a true and accurate record of the following:

- Monthly Meeting held 16 April 2024

24.12 OPEN FORUM

One elector attended but did not wish to speak.

24.13 UPDATES FROM NORTH YORKSHIRE COUNCILLOR, ANDY BROWN

Councillor Brown informed the Parish Council that the Mayor for York and North Yorkshire has been elected. The Mayor's Office will be focusing on economic development as well as taking over as the Police and Crime Commissioner.



Councillor Brown reported that it is hoped that Kex Gill will reopen at the end of June after temporary repairs are made.

He also reported that he attended a Planning Committee meeting where Ripon Barracks were discussed.

Councillor Brown informed the Parish Council that works on Meadow Close, including pile driving, are permitted to take place on a Saturday until 12 noon.

Finally, Councillor Brown reported that North Yorkshire Council is in the process of creating a new local plan and are currently in the 'Call for Sites' stage.

24.14 CORRESPONDENCE

The Parish Council noted a poster from the MP containing contact details.

Cllr Clark informed the Parish Council that an elector has been nominated for the Litter Legends Awards. The Parish Council wish to thank the elector for their work in tidying up the community.

The Parish Council noted the Commencement of the Call for Sites for North Yorkshire Council's new local plan.

24.15 RUNNING ACCOUNTS AND APPROVAL OF FINANCIAL REPORT

The Parish Council noted the running accounts.

RESOLVED: That the Financial Report was approved:

- Current Account at 01/05/2024: £41,291.85
- Instant Access Savings Account at 01/05/2024: £20,227.99

24.16 APPROVAL OF ACCOUNTS TO PAY

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

	Payee	Reason	Gross	VAT	Net
	H Sherriff-Jackson	Salary (net) - April	£922.48		£922.48
		Working from Home Allowance	£26.00		£26.00
		Postage	£8.60		£8.60
	HMRC	HMRC NI Cont	£25.01		£25.01
	SLCC	Training – Cllr Clark	£144.00	£24.00	£120.00
	TOTAL		£1,126.09	£24.00	£1,102.09

24.17 APPROVAL OF PAYMENT TO THE LENGTHSMAN



RESOLVED: That the Parish Council approved payment to the Lengthsman once the invoice is received by the Clerk.

24.18 TRANSFER OF PLAYING FIELD MAINTENANCE FUNDS

RESOLVED: That the Parish Council approved the movement of the Playing Field Maintenance funds from the Instant Access Savings Account to the Playing Fields Deposit Account.

24.19 PLANNING

- a) **New Applications:** No new applications were received.
- b) **Planning Decisions:** Details of Planning decisions made by North Yorkshire Council were provided to members.
- c) **Any other Planning Issues:** No other Planning issues were discussed.

24.20 ALLOTMENT UPDATES

a) Waiting List & Greenhouse Plots

The Clerk reported that the waiting list is now up to 12.

The Clerk reported that the Lengthsman has split the greenhouse into 5 plots. The Clerk has offered the vacant plots to current tenants of mini plots.

b) Update on potential S106 spends

Cllr Steele will start drawing up a spec for the allotment paths.

c) Greenhouse Issues – Opening window

The Clerk reported that a Greenhouse tenant has requested an opening window to be installed at the far end of the Greenhouse to allow air flow.

Cllr Powell informed the Parish Council that there are opening windows in the Greenhouse roof. He will check the effect these have and report back.

d) Other Allotment Updates

Cllr Powell informed the Parish Council that the door to the Greenhouse requires some attention. The Clerk will ask the Lengthsman to repair the door.

The Clerk reported that the tenant ordering the skip is awaiting a quote and will let her know a date as soon as possible. The Clerk will then inform the other allotment tenants.



24.21 ACCESSIBILITY THROUGHOUT THE VILLAGE

The Clerk reported that she and Cllrs Clark, Dracup and Brown had met with Highways to discuss the installation of dropped kerbs. Highways will put in a bid for this work to be done in the next financial year.

The Clerk informed the Parish Council that she has contacted Yorkshire Water about having the access to the footpath to the Flosh widened. The Clerk will contact the landowner of the kissing gate to enquire about having this replaced with a more accessible option.

24.22 SECOND DEFIBRILLATOR

Cllr Clark informed the Parish Council that the owner of the Mill has given their agreement in principle to the second defibrillator being installed on the outside of the building.

Cllr Clark reported that the electrician is getting access to the Mill to look at options for installation.

24.23 CHRISTMAS LIGHTS

The Clerk will contact Christmas Plus to get a quote.

The Clerk will contact Skipton Town Council to find out which supplier they use.

24.24 ISSUES RAISED AT THE ANNUAL PARISH MEETING

(a) Neighbourhood Plan

The Parish Council will review this issue in 12 months' time.

(b) Biodiversity Issues on Developments

Cllr Clark and the Clerk will write a statement outlining the answers received from North Yorkshire Planning.

(c) Footpath to Deadeye Improvements

Cllr Steele will look at the footpath to Deadeye to see if it could be included in the spec to be drawn up for the allotment paths.

(d) Gritting & Grit Bins

The Parish Council wish to request that a grit bin be installed at the top of the path from the Playing Field.



The Clerk will contact the Sports Club to ask for permission to install the grit bin on their land.

24.25 REPRESENTATIVE REPORTS

Cllr Dracup reported that the Canal and River Trust finished the clearing of the vegetation pre nesting season and is eager to start the works on the towpath steps. They will also reinstate the fingerpost signs.

Cllr Dracup informed the Parish Council that the Wildlife Group is keen to do some planting throughout the village.

Cllr Dracup reported that he has been approached about the planting of a memorial tree. The Parish Council noted this request however felt that this was not a Parish Council matter.

Cllr Clark informed the Parish Council that the dog poo bins purchased some time ago by the Parish Council will be going to the Dales National Park.

Cllr Clark reported that the summer newsletter is being compiled.

24.26 DATE & TIME OF NEXT MEETING

The Clerk advised that matters for inclusion on the agenda of the next meeting should be with her by 24 May 2024.

The Clerk advised the next meeting would be held:

- Monthly Meeting at Cononley Village Institute at **7pm on Tuesday 04 June 2024**

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(Chair)

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(Date)