

Minutes of the Pannal and Burn Bridge Parish Council Meeting

held in the Function Room of Pannal Village Hall

7.00pm on Thursday 9th June 2022

All meetings of the Parish Council are open to the Press and Public

Present: Cllr Howard West (Chairman), Cllrs Cathy Burrell, Steve Cobb, Cliff Trotter, Andrew Farrar together with Cllr John Mann and PCSO Nikki Shearing

- 1) **Apologies for Absence** – had been received from Cllr Dave Oswin.
- 2) **Declarations of interest** – there were none.
- 3) **Opportunity for public comment for items not on the agenda** – PCSO provided brief update on police required activity in the parish during the last few weeks. Confirmation made that NYP will continue to monitor traffic speeds on Church Lane. Cllr John Mann will seek provision of chicane barrier provision at the entry and exit of the footpath between Crimple Meadows and Malthouse Lane to inhibit its continual use by cyclists. Cllr Cliff Trotter agreed to look into improvements to the permissive footpath on HBC land between the back of St Robert's church and Almsford Bank.
- 4) **Welcome** was made to Councillors Cliff Trotter and Andrew Farrar at their first meeting attendance in their capacity as new parish councillors.
- 5) **Confirmation was made** of the posting of the vacancy for co-opting an additional councillor. No formal response has been received.
- 6) **Approval of Minutes of 12th May 2022 meeting** - meeting chaired by Cllr Dave Oswin in Cllr Howard West's absence. These would be considered for approval at 14th July 2022 meeting as Cllr Dave Oswin had given his advance apologies for absence for 9th June meeting.
- 7) **The Chairman's declaration of office** was received, duly signed and counter-signed by the clerk.
- 8) **Councillors were pleased to welcome** Cllr Andrew Farrar in his joining the Planning Sub-Committee.
- 9) **Clerk confirmed the completion of the satisfactory Internal Audit** (23rd May 2022) with the report having been circulated to councillors.
- 10) **Following approval of Section 1 - Annual Governance Statement 2021-2022** – the Chairman and clerk signed the Section 1 Statement.
- 11) **Following approval of Section 2 - Accounting Statements 2021-2022** – the Chairman and clerk signed the Section 2 Accounting Statement.
- 12) **Confirmation was made of the dates for the exercise of Public Rights** - Monday 13th June- Friday 22nd July, 2022.
- 13) **Notice of HBC / NYCC Teams meeting 19th July** re West Harrogate Infrastructure Delivery Plan / Schedule – chairman, for new councillor benefit, gave background and historic information regarding the WHIDS with request made for additional attendance at the meeting.
- 14) **Consideration was given to the situation regarding a potential catering facility** in the Dunlopillo area following a request made by a coffee shop provider. The Parish Council agreed in principle to support the provision (such a facility being an integral part of the draft Neighbourhood Plan) yet recognised that it could have no commercial involvement. It was agreed that the provider would be informed of a more relevant contact for his enquiry.

15) **Councillors were RESOLVED that, in future, monthly publications of (top 10 speeds) SID data** would be made both on Facebook and through the newsletters in recognition that many parishioners were unaware of not only the ongoing and regular monitoring of speeding traffic but the excessive speeds still being recorded.

16) **Feedback from the Queen's Jubilee Celebrations (2nd and 5th June)** – the Chairman expressed particular thanks to Cllr Cathy Burrell and Cllr Dave Oswin for their commitment and involvement in the organisation of, and attendance at, the celebrations and with appreciation to the clerk for her support. Cllr Cathy Burrell reported on the success of the events, the good attendance and the apparent enjoyment of the provision by many. Discussion ensued regarding the safe and secure storage of Parish Council accumulated items and this will be brought forward for placement on the July meeting agenda. If any future annual celebratory events are held, the Parish Council's remit does not extend to organising them as it had done for the jubilee.

17) **Finance:**

- a. The current account and bank statement as at 9th June 2022 were approved by email and signed off by Cllrs West and Oswin.
- b. The payment of invoices and expense claims received at 9th June were approved and signed off by Cllrs West and Oswin by email and which included Zoom monthly subscription / clerk's salary / Civic Voice annual membership / Jubilee Stickers / Internal Audit. Also Flying Colours bunting / QJ Portaloo provision / Book Token prize allocation / provision purchase for Beacon event / stamps
- c. Councillors welcomed Cllr Andrew Farrar's interest in being a recipient of future statements and invoices for consideration and approval.

Jane Marlow
Parish Clerk
10th June 2022