

Pannal and Burn Bridge Parish Council

Minutes of the Meeting held in the Function Room of Pannal Village Hall
7.00pm on Thursday 13th June 2024

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

Present: Cllr Cathy Burrell (Chairman) with Cllrs Neil Permain, Andrew Farrar, Steve Cobb, Elatia Sharkey, Cliff Trotter and (delayed arrival) Cllr Helen Hayes

1/06.24 To receive apologies for absence – to consider for approval reasons for absence submitted by councillors – Ward Cllr John Mann had given his apologies for absence (work reasons) which were approved.

2/06.24 To receive declarations of interest in the matters to be transacted at the meeting – there were none.

3/06.24 To consider any applications by councillors for dispensation – there were none.

4/06.24 Opportunity for public comment for items not on the agenda – *Members of the public are invited to address the council on any matter over which it has power, for a maximum of three minutes. Those wishing to speak on an item which is on the agenda may be invited to speak at the beginning of that item.* No members of the public present for items not included within the agenda.

5/06.24 To consider for approval the Minutes of (extraordinary) meeting held 30th May 2024 – RESOLUTION made to approve the minutes which were duly signed.

6/06.24 To consider received emails regarding proposal for off road path linking Pannal to Weetons / the football club – attendance by two members of the public who wished to present to councillors their vision for the development / provision on NYC owned land of a “Crimple Greenway” path / cycling route from behind St Robert’s church to – in the first instance – Weetons food hall and which included a potential fund provision of a suitable bridge across Crimple Beck. They expressed received support from both Weetons and the school. The Chairman qualified that the community provision of allotments / Park and Stride and beck bridge had been much pursued by the Parish Council for a number of years and through the then HBC. Unfortunately, it had ultimately proved negative in 2022 when HBC confirmed that being post-2019 Local Plan, plus the land required was currently under a farming tenancy, that it was not at that time a viable option.

The Parish Council, however, expressed enthusiasm and support for their vision and plans, thanking the visitors for their attendance and who confirmed that currently they are inputting their thoughts and baseline assessments into a plan and would keep councillors informed as to progress which was welcomed.

7/06.24 To review any situation going forward with regard to the parishioner complaint (and consider to resolve the appointment of an independent person as impartial arbitrator to the Complaints Committee) – the council acknowledged receipt of YLCA’s email regarding the appointment of an impartial arbitrator.

8/06.24 To report back regarding attendance at 10th June YLCA Harrogate Branch meeting at the Council Chambers, Harrogate (Cllr Elatia Sharkey with apologies from Cllr Neil Permain) – Cllr Elatia Sharkey’s attendance at the meeting was much appreciated with her feedback including 1) a Mr Mark Codman has recently been appointed by YLCA as liaison contact for parish councils and with further information to be given at the October YLCA meeting. In the meantime, councillors felt a request to YLCA for advance information would be helpful. 2) Additionally, the clerk was asked to write to YLCA expressing councillors’ disquiet that the meeting atmosphere appeared unwelcoming to those attending and that a more positive approach would be appreciated. 3) Notice was given that some changes were likely to the poll boundaries that currently exist. 4) Unfortunately, no-one had come forward to replace the former Chairman (ex-Cllr Howard West) as representative on the Parish Charter committee. Appreciative note was made of the commitment and work undertaken by him within this role.

9/06.24 To receive and note the Internal Audit report with consideration of any auditor recommendations including that relating to the clerk’s contract v salary reimbursement – clerk had previously circulated the very

thorough and comprehensive (new) auditor's report which councillors had noted and the clerk had provided some detail in addressing the recommended actions. With regards to the auditor's recommendation relating to the clerk's contract v salary reimbursement, councillors were, in principle, RESOLVED that redress be made for the shortfall and the clerk would seek advice on the appropriate way forward with this and which would be brought forward to the July meeting.

10/06.24 To approve and sign Section 1 of the AGAR – Annual Governance Statement 2023-2024 – the Chairman and clerk signed the Section 1 Statement with councillors being informed of the address that has already been made – and will continue to be developed - regarding “internal control measures”.

11/06.24 To approve and sign Section 2 of the AGAR – Accounting Statements 2023-2024 – it was RESOLVED that the Chairman sign the Section 2 Accounting Statement (which had previously been signed by the clerk), which was duly done.

12/06.24 Confirmation of dates for the exercise of Public Rights – confirmed as Monday 17th June-Friday 26th July 2024. Clerk confirmed that all required documents would be posted on the noticeboard and website.

13/06.24 To consider to adopt “Guidance for members of the public to attend meetings” – councillors RESOLVED to adopt the guidance and which would be posted on the website.

14/06.24 To consider nomination of a councillor to annually review council assets – the formal review of the Parish Council's assets was an audit recommendation and Cllr Steve Cobbs' willingness to undertake this asset checking on an annual basis was much appreciated.

- i) Notice of annual Sportsafe inspection of adult gym equipment (7th July) at a cost of £99
- ii) Councillors noted, and appreciated, the receipt of regular inspection checks undertaken by Cllr El Sharkey – the clerk was asked to order a new safety sign for securing to the post and which had been repeatedly vandalised.

15/06.24 To receive feedback from the 6-9th June D-Day 80 anniversary and family “Fun Day” – Councillors expressed their appreciation and thanks to Cllr Cathy Burrell who had organised and overseen the provision which was wholeheartedly recognised as being a huge success. She informed the meeting that a superb total of £2307.81 had been raised and which would be divided equally between the church, the school and Cricket Club. The weather had been dry and the excellent numbers attending did not reflect that it was also chilly. Expression was made that the Fun Day could become an annual event with the end of June 2025 being considered.

16/06.24 To update regarding the May meeting with NYC Highways – councillors appreciated the site meeting attendance by representatives from NYC Highways at which a number of issues were addressed, with responses given by NYC: namely 1) Spring Lane repair of the farmer's fence on the permissive path together with the wall (this is still proving an unsatisfactory situation given that no conclusion has yet been reached), 2) refresh some “lining orders” 3) jet patching on Rosedale with the refreshing of junction yellow lines, 3) jet patching on Main Street and prior to autumn resurfacing, 4) a Station Road crossing point which is a commitment made by the housing developers at Bellway and it is anticipated that this will be done in July / August and prior to NYC's resurfacing scheme, 5) Thirkill Drive “lining” and junction work anticipated early autumn and 6) improvements to general road safety during school drop off / collection times with a further meeting to be organised with an NYC engineer and before the end of the summer term.

17/06.24 “Walk the Bounds” – progression of the plan – the date for this event will be Sunday 22nd September. Route maps of varying mileage lengths will be produced when participants will be asked to report on “the good, the bad and the ugly” of the paths trod. It is anticipated that the “start and finish” points will be the same and from possibly the church or Black Swan sites. Refreshments at intervals will be provided with consideration given to a photo competition / wildlife checklist provision.

18/06.24 Community Speedwatch – recently undertaken on Hill Foot Lane and Church Lane between the hours of 4-5pm.

19/06.24 Finance:

- i) The current account and bank statement at 13th June were approved by email and signed off by Cllrs Burrell, Permain and Farrar
- ii) Councillors Cathy Burrell and Neil Permain signed off Lloyd's 28th March and 30th April 2024 Bank

Statement reconciliations with Parish Council accounts reconciliations.

- iii) The payment of invoices and expense claims received at 13th June were approved by email and signed off by Cllrs Burrell, Permain and Farrar and which included:

Zoom monthly subscription	£15.59
Dropbox monthly subscription	£9.99
Clerk's salary June + extra hours (gross)	£1356.34
Expenses + DDay cash float	£328.84
Flexibubble Art mapping	£693.00
APH D-Day flyer	£81.60
Viking paper	£37.62
Pannal Green strimming	£130.00
Fun4Hire bouncy castle	£414.00
HACS wheelie bin hire	£313.20
D J Dent Music	£400.00

- iv) Above invoices signed off by councillors Cathy Burrell and Neil Permain with RESOLUTION made to include on this month's payments recent D-Day Event invoices which included 1) Fun4Hire Bouncy Castle £414.00 / HACS Environmental wheelie bin rent £313.20 and D J Dent music provision £400.
- v) RESOLUTION made to adopt NALC amended Financial Regulations (4/2024)
- vi) RESOLUTION made to continue payment by BACs to the council's creditors.
- vii) Consideration given and councillors noted the current regular contracts / obligation and payments for the current year
- viii) Consideration regarding any need for additional clerk's hours – the clerk very much appreciated councillors' July reimbursement of an additional 10 hours.

20/06.24 Date and time of the next Council Meeting – given holiday absence for the meeting scheduled on 11th July it was agreed that the next meeting should be put back to Thursday 18th July 2024 at 7.00 pm

Jane Marlow
Parish Clerk
17th June 2024