

# Pannal & Burn Bridge Parish Council

## Draft minutes of a Council meeting held in the Function Room of Pannal Village Hall

at 6.30 pm on Thursday 13<sup>th</sup> September 2018

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

Present: All Parish Councillors with apologies from Dave Oswin. Members of the public were present, in the main representing the Pannal Village Hall Trustees and management committee.

### Agenda

1. Apologies for Absence. Dave Oswin sent his apologies.
2. Declarations of interest. Howard West declared his interest as a committee member of Pannal Village Hall and passed chairmanship to Cathy Burrell for that agenda item and took no part in the discussion.
3. The Minutes of the 9<sup>th</sup> August meeting were approved as a true and correct record.
4. Comments for items not on the agenda. Howard West advised Councillors and those present that there had been a spate of break ins in the parish and that at any signs of suspicious activity, residents should call 101. This has subsequently been upgraded to call 999.
5. Pat Fitzgerald, (Chairman of the Village Hall management committee and himself a trustee), presented details of the proposal ~~from~~ with respect to P&BBPC taking over the trusteeship of the village hall.
  - a. Pat presented the most recent proposal (which has been added to the PC's website in the Agendas and Minutes section as an "additional document").
  - b. In summary, the proposal was that the PC becomes the sole trustee of the Hall. He emphasised that nothing would change with respect to the running or functioning of the Hall but that advantages would accrue to the PC (including free use of the Hall worth some £500 p.a.) and for the Hall to take advantage of the PC's ability to reclaim VAT from its future works for reinvestment in the hall.
  - c. Pat confirmed that their accountants had checked the arrangements thoroughly and subject to written confirmation from HMRC, there was no reason why the proposal should not proceed.
  - d. There was considerable discussion mainly in ensuring that the transfer of trusteeship to the PC would not be onerous and a vote was taken. The vote of councillors present was unanimous and therefore it was Resolved that Pannal and Burn Bridge Parish Council, subject to confirmation of legal details of such a transfer, take over the sole trusteeship of Pannal Village Hall from the existing trustees.
6. The Chairman and Clerk provided an update on the Local Plan developments and arrangements with HAPARA. In summary, it was confirmed that a cumulative traffic survey had been commissioned which would be funded by all members of the HAPARA group (which includes HAPARA and the parish councils of Beckwithshaw, North Rigton and Pannal and Burn Bridge plus Hampsthwaite Action Group) and it was hoped that at the next meeting, the preliminary results could be presented.
7. The clerk provided an update on the Park and Stride & Allotments study reporting that the "Site Access Options Appraisal" had been approved at the 18<sup>th</sup> July meeting but that any future work on the scheme would need to wait until decisions on the Local Plan were made as these had a major effect on the P&S. Nevertheless, the option of an allotment elsewhere should be investigated and Steve Cobb agreed to report on discussion with the owner of a potential alternative site within the village.

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8. Cathy Burrell provided an update on the NDP, the contents of which were contained in the most recent meeting minutes (available on the PC's website). The main points to report included the two new SG members, a simplified and updated project plan and that the FGs would be providing reports by the end of September.
9. The Clerk provided an update on the tender responses for the Pannal Green lights reporting that the successful supplier had been identified but this would be subject to an onsite meeting to clarify a number of aspects of the bid, The meeting would take place asap (to be arranged by the Clerk) and would include Steve Cobb and Howard West). Subject to a satisfactory agreement with the provider, the contract would be awarded.
10. Cathy Burrell updated on plans for the litter and dog excrement clear up day on 22<sup>nd</sup> September. A draft poster was agreed and supporting organisations such as the school, scouts and brownies informed. Equipment would be provided along with an allocation of routes to be "cleaned".
11. To update on progress with GDPR. The Clerk reported that the Council was working steadily towards full compliance but this would take time.
12. To discuss the situation with respect to the Pannal Duck Pond. Councillors were informed of the current situation in that the pond is privately owned by the Mill Dam Association (a group of about 5 residents), so the responsibility rests with them, not with any public body. However, the PC would try to find ways of ameliorating the situation through various avenues.
13. To provide an update on website statistics/analytics from Ryan Dall. Ryan provided a comprehensive and informative resumé of how the PC engages with its residents. Actions to address the shortcomings would take place and be subject to further discussions. The presentation was to be circulated to councillors.
14. To receive an update on outstanding matters from the previous meeting. The Chairman reported that the CIL campaign led by the PC and NALC seemed to have had overwhelming support from other parishes and whilst HBC had expressed its intention to commit to CIL, he felt it was not 100% guaranteed yet.
15. Finance:
  - a. The current account and bank statement as at 13<sup>th</sup> September was approved.
  - b. The payment of invoices and expense claims received as at 13<sup>th</sup> September was approved.
  - c. The latest revised budget was circulated and would be displayed on the website.
  - d. The clerk summarised the external auditor's comments on the Annual Report and reported that no further action was needed.
16. Date and time of the next Council Meeting – 11<sup>th</sup> October.

Andrew Macdonald  
Parish Clerk  
17<sup>th</sup> September 2018