

Pannal and Burn Bridge Parish Council

Minutes of an Annual Parish Council Meeting together with Annual Parish Meeting

held in the Function Room of Pannal Village Hall
at 6.30 pm on Thursday 9th May 2019

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

Present: Parish Councillors. Harvey Alexander was absent but, to the clerk's knowledge, no apologies had been received. Pannal residents Mr Mark Siddall, Ms Bev Easby and Mr Simon Law were in attendance in addition to Councillors John Mann and Cliff Trotter.

- 1 **To appoint a Chairman for the 2019 / 2020 session and receive the declaration of office –**
Howard West was duly appointed as Chairman and signed his declaration of office.
- 2 **Apologies for absence –** received from Cathy Burrell.
- 3 **Declarations of Interest –** there were none.
- 4 **Approval of Minutes of 11th April 2019 meeting –** these were approved and duly signed.
Harvey Alexander had provided details to the chairman regarding ICO conditions for cameras but actions were held over until Harvey Alexander's attendance at a meeting.
- 5 **To appoint a Vice Chairman and sub-committees and approve relevant Terms of Reference –** Dave Oswin was duly appointed as Vice Chairman with all sub-committees remaining as they were constituted for the previous year and ToR agreed for a further year.
- 6 **To nominate representatives to attend and vote at YLCA meetings –** Howard West and Dave Oswin were nominated and approved with the clerk's (non-voting) attendance as required.
- 7 **To propose actions for Neighbourhood Watch –** Bev Ashby sought councillors' advice with regard to the recent spate of village break-ins and thefts. It was confirmed to her that, as a consequence of North Yorkshire Police cuts, their organisation of the Neighbourhood Watch scheme appears to have been abandoned but that there existed various disparate groups in the locality with a similar watchful intent. Newsletter inclusion will be made alerting parishioners to the situation of safeguarding their property whilst encouraging a more efficient and cohesive approach of "watchfulness". NY Police will be invited to a subsequent meeting for their advice.
- 8 **To discuss actions following issuance of NYCC edicts for VAS (Vehicle Activated Signs) –** the Chair summarised the council's considerable frustrations regarding the apparent obstacles created by NYCC in blocking parishes' own wish to purchase / place this equipment in the parish in recognition of theirs and residents' concern about speeding traffic. Following some discussion, and with both Mark Siddall and Simon Law's valued input, it was agreed to initially seek legal advice regarding the parameters of responsibility which the council would undertake should they purchase / place their own VAS equipment. It was resolved to challenge the NYCC edict.
- 9 **To consider purchase of additional equipment for Community Speedwatch –** as a result of Mark Siddall's list of a price comparison between various recommended products, a spend maximum of £2000 was agreed. Mark Siddall agreed to make further contact with potential suppliers and take appropriate action, so that the RFO could make the required purchase.
- 10 **To establish preparations for the NYCC Congestion Exhibition (16th May 2019) –** the Chair outlined the motive for the exhibition being councillors' and residents' recognition of an increasingly intolerable "rat run" congestion problem which exists and flows through the villages in the western arc of Harrogate. The public are invited to the exhibition which will be run in conjunction with HAPARA and other Parish Councils, who wish to demonstrate their exasperation at the total lack of NYCC options for relieving traffic congestion in the west of Harrogate. John Mann confirmed that the Area Constituency Committee would be holding meetings on 21st June and 29th August at which time an opportunity would exist for interested parties to voice their representations for three minutes.
- 11 **To consider report from NYCC Highways re Crimple Meadows parking –** frustrations were

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expressed concerning the response from Mr Paul Ryan, Project Engineer at NYCC, with regard to the comprehensive residents' survey undertaken in identifying the parking problems with associated restricted access at the entrance to the road. No actions were proposed by Mr Ryan which, given the 75% response and feedback from residents, was deemed unacceptable. It was resolved to elevate the matter within NYCC Highways.

- 12 **To agree the Parish Council Meeting Dates** – these were agreed being the second Thursdays in each month from June 2019 – June 2020.
- 13 **To agree Chairman's attendance on Charity Finance for Local Councils as Charitable Trustees** – resolved
- 14 **To receive a briefing on procedures for the Annual Report and to approve choice of internal auditor** – the procedure for the Annual Report was explained and it was agreed to appoint Mr Ian Scott as internal auditor (used for the past two ARs).
- 15 **Finance**
 - i) The current account and bank statement as at 9th May was approved.
 - ii) Invoices and expense claims received as at 9th May were approved.
 - iii) The draft FY 2018-19 accounts were approved.
 - iv) The draft budget for FY 2019-20 would be amended having taken into account councillor comments and would be emailed for approval to councillors
- 16 **Date and time of the next Council Meeting** – 13th June 2019 at 6.30 pm

It was noted that there were no attendees for the **statutory Annual Parish meeting** which was scheduled to follow the annual parish council meeting. The meeting was opened and immediately terminated.

Jane Marlow
Parish Clerk
12th May 2019