

Pannal and Burn Bridge Parish Council

Pannal and Burn Bridge Parish Council Meeting

HELD REMOTELY DURING THE PRESENT CORONAVIRUS SITUATION

At 6.00pm on Thursday 9th April 2020

Present: Cllr Howard West (Chairman), Cllrs Dave Oswin, Ian Birchall, Steve Cobb, Ryan Dall and Harvey Alexander in addition to Ward Cllr John Mann

- 1) **Apologies for Absence** – had been received from Cllr Cathy Burrell due to family commitments
- 2) **Declarations of interest** – there were none
- 3) **Approval of Minutes of 10th March 2020 meeting** – these were approved as a true and correct record, duly signed and would be passed to the clerk as soon as appropriate.
- 4) **Opportunity for public comment for items not on the agenda** – Cllr John Mann took the opportunity to confirm HBC's awareness that a degree of non-compliance had been evidenced during the last week with a number of people / incidents occurring which were not in line with the Government's current Covid recommendations and that an increase in non-commercial traffic had also been observed and particularly on the A61 Leeds to Harrogate road. He confirmed that the construction of the new Covid "Nightingale" hospital was going on apace with completion anticipated within the next 7-10days at the Harrogate Conference Centre. In addition, the Chairman re-confirmed the Parish Council's responsibility as custodians for the defibrillator installed at Pannal Village Hall which had been handed over as a "gift" from the Village Society and that new pads were currently on order with a replacement battery to be purchased in the short term. It was requested that Cllr Steve Cobb will undertake the weekly checks.

5) To approve any emergency actions taken by the Parish Council / clerk since the last meeting – as listed below:

- Cllr agreement that meetings be held remotely for the foreseeable future as long as there is a quorate situation for the Planning Committee and PC. Notice to this effect was posted on the website and notice board although the latter will cease in future during the pandemic.
- 4xAmazon Portals purchased to enable the above
- Clerk's new Canon printer with cartridges purchased
- In addition, Pannal Village Hall invoices for 2xmonths of meetings plus HMRC / Vodafone card / YLCA membership / Zurich insurance / clerk's 2xmonths of salaries / Leaflet Enid Taylor print costs
- Minutes can be approved by show of hands with agreement to be made that they will be signed retrospectively once face-to-face meetings are resumed or signed during remote meetings and posted to the clerk.

The above points were RATIFIED by all councillors. The Chairman stated that the Council's Standing Orders should be amended at the next meeting in view of the current situation. The current ruling from Government has been hastily cobbled together leaving the possibility of our remote meetings being eavesdropped in China. That is not the expectation of being "open to public and press". Appropriate action will be taken to mitigate this.

- 6) To update on Thirkhill Drive situation** – Cllr John Mann, in recognition of, and agreement with, the Parish Council's frustrations, will write to NYCC Cllr Don Mackenzie requesting exceptional adoption of the road prior to Bellway's completion of the housing site in order to make it less dangerous than at present by the installation of the required road markings / signage / speed bump / chicane. In addition, he would a) write to Bellway requesting their completion of the (agreed) road requirements and b) contact the Chief Planner regarding the removal / reduction of the Bellway advertising signage in compliance with a recent Enforcement Notice.

7) To update on Coronavirus help actions

- Following a meeting (resulting in Corvid Volunteer Group) between councillors / clerk / volunteers / the Church, some considerable activity / organization was undertaken by Cllrs Dave Oswin, Cathy

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Burrell and the clerk in conjunction with volunteer, Katie Burke. This enabled the distribution of Help Flyers throughout the parish

- Enid Taylor had printed all leaflets
- Systems had been set up which resulted in approximately 140 volunteers
- GDPR compliance had been sought and provided in all cases
- Volunteer groups established with 1) prescription collection and distribution throughout the area from the Village Hall, 2) Helpline set up and manned by 5 volunteers in a rota who will disseminate incoming requests to the volunteer bank, 3) specific website and Facebook created and loaded with necessary and useful information 4) PC website and Facebook uploaded with relevant information and Helpline details and 5) spreadsheets created to capture and log all records of services provided
- Purchase of Vodafone card made to field Helpline calls instead of via our clerk
- The Chairman expressed thanks and appreciation to all those involved.

8) To facilitate placement of temporary SID (Speed Indicator Device) on private property and investigate revised costs of such devices – Chairman felt that it would be opportune to progress the sourcing / purchase of two SIDs (with request to be made to Mr M Siddall for his input) for local usage. Such temporary placement would not require HBC planning consent. Councillors RESOLVED that this be investigated with a potential cost outlay of approximately £5000 already having been authorised.

9) To propose presentation of a common approach with Pannal School to HBC regarding future use of PN20 site as recommended at the last meeting – Chairman and Vice Chairman (in conjunction with Mrs J Turner, Pannal School Headteacher) to compile a unified proposal for dual usage of PN20 land for shared allotments together with a remodelled Park and Stride which would be put to HBC.

10) Progression of Neighbourhood Plan with consideration of consultancy usage (as per details received and circulated by Cllr C Burrell) – in principle this was agreed but priority request to be made via Cllr Cathy Burrell to the consultant for a time-lined programme of completion within the submitted quote with Mrs Jane Chung's updated Project Plan to act as a support document. To be included in 14th May 2020 agenda.

11) To confirm volunteers for Neighbourhood Watch and advise PCSO – 3rd March meeting identified the need for a cohesive approach across the parish with necessary designation of area co-ordinators. A list of interested parties had been compiled. Cllr John Mann was requested to seek further clarification within the Walton Park area regarding disclosure of coordinator's names and addresses as had been agreed elsewhere in the parish. The need to exchange current information rather than just disseminate historic information is of paramount importance

12) Consideration of suggestions for Community Expenditure – to be carried forward to 14th May 2020 agenda.

13) Finance:

- a. Remote approval completed of the current account and bank statement up to 9th April
- b. Remote approval completed of payment of invoices and expense claims received up to 9th April

14) Date and time of the next Council Meeting – 14th May 2020 (by electronic medium unless social distancing rules change). New regulations dictate that the annual parish and council meetings may be deferred, with existing councillors continuing in their roles unless specifically decided to the contrary.

Jane Marlow
Parish Clerk
12th April 2020