Glaisdale Parish Council

Mr D. Palmer

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MINUTES OF GLAISDALE PARISH COUNCIL MEETING held at The Robinson Institute, Glaisdale, on Thursday 16th May 2019.

PRESENT: Cllrs : CF, RN, NH, SWT (Chair), CP

APOLOGIES : N/A

Co-Option Candidates : Mrs K Allanson

i ELECTION OF OFFICERS

Chairman : Cllr SW Thompson – Proposed Cllr CF, Sec Cllr RN – All Agreed.

Vice Chairman : Cllr N Hopwood – Proposed Cllr RN, Sec Cllr CF – All Agreed

ii ACCEPTANCE of OFFICE DECLARATIONS

Chairman : Cllr SWT – Completed.

Members : Cllrs CF ; RN ; NH ; CP ; KA (after co-option) – All Completed.

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DECLARATIONS OF INTEREST : Members are reminded of the need to consider whether they have a personal or prejudicial interest to declare in relation to any item on this agenda. Any interest must be declared at the start of the meeting and, if the interest is deemed prejudicial, the member must withdraw from the meeting whilst the item is under discussion and must not take part in any decision making process in relation to that matter.

Period for public comment/participation (Max 15mins in total!)

DECLARATIONS OF INTEREST : NONE

a) Co-option of new members.

- **Members advised of single response received from the co-option adverts placed onto parish noticeboards after the election results presented a shortfall of two members for the Lealholm Ward.**
- **The candidate – Mrs Kate Allanson – attended at the request of the clerk to enable introductions to be made and any questions etc. to be answered. Proposal to accept Kate onto the council as a co-opted member made by Cllr CF, seconded by Cllr CP. All members in agreement.**

Signed as a true record : .....(Chairman)

DATE : .....

- **Brief explanation of the necessary documents required to be completed by Kate made by Clerk and Acceptance of Office declaration completed to enable Kates' first participation in the meeting as a council member.**

b) Chmn SWT advised members of a further potential candidate who may approach the council to express an interest. Chairman to check this out prior to the next meeting.

1. MINUTES OF PREVIOUS MEETING : Presented, agreed and signed as a true record.

2. MATTERS ARISING FROM THE MINUTES

2.1 Police reports – attached.

- **Noted – members made aware of vandalism and theft of donations from both Lealholm and at Glaisdale public toilets. Police are aware.**

2.2 Lealholm/Houlsyke defibrillator devices – response to notices of intent.

- **Members advised of no response to GPC intention to assume ownership of defibrillator devices at both Lealholm and Houlsyke. Members agreed that the ownership transfer should proceed as agreed. Ownership to be assumed from June 1st 2019**

2.3 Parish Seat condition/repair schedule for discussion.

- **Outstanding repairs schedule to be completed on behalf of members no longer serving as councillors, to be compiled on receipt and necessary repairs commenced asap.**

2.4 Response to advertised co-option vacancies –Lealholm ward.

- **One response received (detailed and dealt with as indicated at start of these minutes). One vacancy still remains to be filled. Notices advertising this vacancy to remain in place until suitable candidate identified.**

2.5 Members Register of Interest **(RoI)** declarations distributed for completion and return.

- **Members reminded that completed RoI need to be returned to the Clerk for insertion onto GPC website within the 28day timescale allowed.**

3. PLANNING

3.1 Applications :

3.1.1 NYM/2019/0262/FL : Application for installation of flue and roof-light together with repositioning of window at 2 Hollin Barn Court, Fryupdale.

- **No Objections noted.**

3.1.2 NYM/2019/0170/FL : Application for erection of general purpose agricultural building at Hall Garth Farm, Glaisdale. _Amendments received.

- **Amendments noted – no objections raised.**

3.2 Referrals

None Received

3.3 Results :

None Received

4. FINANCE

4.1 Internal Audit process now complete. – Documents presented for approval :-

1. Internal Auditors report to council
   - **Noted – Auditor found no areas of weakness, review documents approved Cllr RN, sec. Cllr CF. All members in agreement.**
2. Annual Governance Statement for approval.
   - **Governance statements approved Cllr RN, sec Cllr NH. All members in agreement. Governance Statement signed by chair.**
3. Accounting Statements for approval.

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- **Accounting figures agreed and accepted. Financial statements approved for acceptance by Cllr CF, sec Cllr RN. and signed by chair.**

4. Certificate of Exemption statement.
   - **Members agreed that GPC accounts fell within the threshold of requirements for exemption from full audit and that an Exemption Certificate should be signed and returned to the auditors as required.**
5. Audit Effectiveness review statement.
   - **Audit Effectiveness Review document considered and statements approved. Document signed by Chair.**

4.2** Receipt of Invoice for payment – JJ Harrison re grass-cutting services at Lealholm & Glaisdale during April 2019.

- **Invoice 6301 received from JJ Harrison Landscapes for grass-cutting works completed during April 2019. Payment proposed Cllr RN, seconded Cllr CF. All members in agreement. Cheque 100102 issued in payment.**

5. CORRESPONDENCE

5.1 Action / Reply

5.1.1 Unsafe fencing at Mitre Cottage Glaisdale – ongoing enquiry as to ownership/responsibility.

- **Members informed of enquiries so far made as to ownership of wooden fencing situated on top of the boundary wall to the highway at junction of C56 and 38R roads in Glaisdale (In front of Mitre Cottages). The ownership of the fence is not known and there are several complicating factors.**
  - **The fence is attached to the top of the boundary wall to the highway and some 10 feet above the highway surface.**
  - **The boundary wall ownership has not been identified. GPC has in the past discussed this matter with NYCC (who we believe are the logical owners) but they have denied ownership as it does not appear on any of their Asset Registers.**
  - **The land on the top of the wall is designated common land which comes under the jurisdiction of the Danby Court Leet.(DCL)**
  - **Between the fence itself and the Mitre Cottages is a designated RoW (Bridleway) and while bridleways are administered by NYMNPA they are maintained by NYCC.**
- **Enquiries have started with DCL, they being most likely to have any records to identify when, by whom, and on whose instruction the wall, on which the fence sits, was built. This information is yet to be forthcoming from DCL and further communication will be held with NYCC to try and resolve this situation asap.**

5.2 Minutes & Reports

None Received.

Signed as a true record : .....(Chairman)

DATE : .....

5.3 For Information

5.3.1 Notification of tree works within Conservation Area

- **Noted.**

5.3.2 Notification of application to amend register to record historic event (Commons act 2006 sch 3)

- **Noted**

5.3.3 Notification of change of booking secretary for Robinson Institute.

- **Noted – New Secretary is Ms Jayne Turner - 07581289348, or Email** jayneturner0@icloud.com

Newsletters received :
Clerks & Councils Direct May 2019 edition.

Publications received : None

Other items of communication were received.

6. REPORTS OF MEETINGS ATTENDED

7. MATTERS OF INTEREST RAISED BY MEMBERS

7.1 Highways Issues

- **Various potholes and road defects still remain around the parish – notably at Houlsyke and at Glaisdale. NYCC to be chased to progress these as all have been reported to NYCC recently.**

8. DATE OF NEXT MEETING : Will be on Thursday 18th July 2019, starting at 7.30pm and will be held at The Robinson Institute, Glaisdale.