

Glaisdale Parish Council

Mr D. Palmer

Clerk to the Council

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Dalegarth

The Green

Glaisdale

Whitby

North Yorkshire

YO21 2PW

Minutes of Annual Assembly - March 19th 2020, held in the Robinson Institute, Glaisdale

Cllrs Present : SW Thompson (Chair); C Featherstone ; M Hollingworth, R Norris, C Pearson

Apologies : N Hopwood, K Allanson

Four electors present

Minutes of previous meeting were presented, agreed and signed as a true record.

Matters arising from the minutes :

- 1 No issues arising from previous minutes.

Chairmans' Report :-

Welcome to the Annual Assembly of your Parish Council.

We have had the usual ten meetings throughout the year – with a slight change when no meeting was held in June, due to the Clerk being on holiday, but a meeting was held in August instead. All meetings have been well attended.

Two vacancies occurred during the year and two new members were co-opted onto the council – Kate Allanson in May, and Mark Hollingworth in July. Welcome to you both.

During the year we have purchased two new seats and these are waiting to be installed at suitable locations.

The community led affordable housing scheme at Lealholm is ongoing and making steady progress.

One Saturday in October a working party was organized to clear out and tidy up the area alongside High Terrace, opposite the houses. This was well supported by parishioners and a great job was done. Many thanks to all who helped.

On a sadder note our regular attendee at Annual Assembly meetings over many years past, Mr Tommy Lister, has recently passed away and he will be much missed in the community.

Signed as a true record :(Chairman)

DATE :

I would like to thank my fellow councillors for their help and support throughout the year and our very efficient Clerk, Dave Palmer, for all his hard work in keeping us well informed.

Thank you.

1. County / Borough Councillors' Reports.

District Cllr: **(see below)**

County Councillor : Cllr Clive Pearson offered a short review of both NYCC and SBC councils - being a councillor on both authorities for this electoral area. As both councils are newly elected since December there is little business or policy directive to report and there have been difficulties within SBC in allocating councillors to areas of responsibility due to party political differences.

2. Matters raised by electors.

Mr & Mrs Brew of Glaisdale raised the issue of volunteer support for those more vulnerable members of the community who may be having difficulties resulting from the Corona Virus restrictions currently in place. Advice was sought regarding potential issues in compiling lists containing personal information for the use of those volunteering to help. This issue was discussed and possible solutions aired to enable volunteers and organisers stay within the Data protection regulations while still achieving the ends of being of help to those in need of it. Cllr Mark Hollingworth to act as contact on behalf of GPC in this matter.

The chairman thanked those present for attending and closed the Assembly at 19.15hrs.

Financial Statement : (Financial Year 2019/20 to Date)

Balance B/F	: £ 18945.34
Income	: £ 11926.70
Expenditure	: £ 11517.70
Balance	: £ 19354.34
Balance (All accounts)	: £ 19676.16

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MINUTES OF GLAISDALE PARISH COUNCIL MEETING held at The Robinson Institute, Glaisdale, on Thursday 19th March 2020.

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

Four members of Public present.

APOLOGIES : Cllrs : KA, NH.

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

1. **MINUTES OF PREVIOUS MEETING** were presented, approved and signed as a true record by Chair.
2. **MATTERS ARISING FROM THE MINUTES**
 - 2.1 Police reports – attached.
 - **Noted - no significant incidents within Glaisdale Parish.**
 - 2.2 2020 parish seat repairs schedules.
 - **Most schedules now received - one outstanding. Clerk to chase up completion.**
3. **PLANNING**
 - 3.1 **Applications :**
 - 3.1.1 **NYM/2020/0057/FL - Application for conversion of redundant barn to holiday cottage with associated parking at London House Farm, Common Lane, Glaisdale.**
 - **No objections raised although members asked that comments be attached to GPC reponse regarding the apparent intention to insert roof lights into the North facing roof slope which is also facing the public road, this being a feature disallowed in several other developments in the recent past along this daleside road.**

Signed as a true record :(Chairman)

DATE :

3.2 Referrals

- 3.2.1 NYM/2019/0712/FL - Application for conversion of redundant barn for dual use as Annexe or Holiday letting cottage together with use of land as domestic garden at Rake Farm, Glaisdale.
- No objections raised

3.3 Results :

None Received

4. FINANCE

- 4.1 Receipt of quotation for grass-cutting services throughout the parish from JJ Harrison Landscapes.
- Noted - The quoted costs were acceptable to members but in order to spread the business to additional local businesses it has been proposed that the work be split between JJ Harrison and C Ford (below) separating the Glaisdale and Lealholm locations.
 - Members agreed to offer the work to JJ Harrison for the Lealholm locations only.
 - This arrangement proposed Cllr CF, seconded Cllr RN. All members in agreement.
- 4.2 Receipt of quotation for grass-cutting/strimming services throughout the parish from C Ford for 2020 season.
- Noted - Although the costs quoted by C Ford for the Glaisdale locations were marginally higher than those quoted by JJ Harrison, members agreed that the strimming element and the Glaisdale locations should be offered to C Ford on this occasion in order to fulfil members wishes that this work should be shared amongst other local businesses.
 - Proposal to offer the specific areas proposed to C Ford made by Cllr CF, seconded Cllr RN. All members in agreement.
- 4.3 Receipt of quotation for verge cutting services throughout the parish for 2020 season (Houlston)
- Verge cutting work tender responded to by only one business - PR, JM & SR Houlston, Costs show only a marginal (less than 1%) increase over last year. Members agreed that this work should be offered to PR, JM & SR Houlston. Proposed Cllr RN, seconded Cllr MH, all members in agreement.
- 4.4 Consideration for temporary amendment of GPC Financial Control standing order ref 1.9 (to allow Clerk to act as signatory to cheques issued in payment after due authorisation by Council. This to counter potential block to payments as a result of insufficient financially authorised members being present at meeting due to Corona Virus related absence. This measure to be limited to circumstances outlined and will be revoked when Corona Virus measures are no longer applicable)
- This measure deemed prudent in the light of Govt. recommendations regarding public gatherings and the need to minimise potential contact and to resist the spread of the coronavirus. This measure allows the Clerk to act as second signatory in payment of invoices etc. received and which would require a full council meeting to have a cheque approved and authorised.
 - This necessity obviates the need to defer urgent payments until a full meeting can be held and which may not be either desirable or even possible under coronavirus restrictions on movement and social contact.
 - This temporary amendment proposed by Cllr MH, seconded Cllr CF. All members in agreement.
- 4.5 Consideration for authorising Clerk to act on behalf of council in limited circumstances where it is required that the council must act in a timely manner to fulfil legal/regulatory requirements but is unable to do so due to council being inquorate as a result of Corona Virus absences.
- This proposal to allow the Clerk executive powers to act on behalf of council without confirmation at a full meeting of the council, specifically allows the Clerk to respond to legal and/or regulatory changes brought in by Govt. in response to coronavirus measures and which would normally require approval at a full meeting of the council.
 - The Clerk will be required to inform and consult with the Chair/Vice chair by telephone prior to taking any action.
 - This measure proposed Cllr MH, seconded Cllr CF. All members in agreement.

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- 4.6 Invoice received from Robinson Institute for hire of R I Hall during 2020 for parish council meetings.
• This overdue invoice was presented for payment and proposed by Cllr RN, seconded Cllr CP, all members in agreement. Cheque 100119 issued in payment.
- 4.7 Invoice received from YLCA for membership subs for 2020/21.
• Invoice presented for payment and payment proposed Cllr CF, seconded Cllr RN. All members in agreement. Cheque 100120 issued in payment.

5. CORRESPONDENCE

5.1 Action / Reply

None Received.

5.2 Minutes & Report

5.3 For Information

None Received.

Newsletters received : None

Publications received : None

Other items of communication were received.

6. REPORTS OF MEETINGS ATTENDED

- 6.1 Cllr CP reported on NYCC budget/precept setting meeting.

7. MATTERS OF INTEREST RAISED BY MEMBERS

None

8. DATE OF NEXT MEETING :

**** PROVISIONAL - Due to potential disruption caused by coronavirus restrictions the next meeting will not be until Thursday 18th June 2020, starting at 7.30pm and will be held at The Robinson Institute, Glaisdale. This is to be confirmed nearer to the proposed date and will be advertised on the council website and also council noticeboards. ****

Signed as a true record :(Chairman)

DATE :