

**ARKENGARTHDALE PARISH COUNCIL**

Clerk: Susan Dray  
Email: arkengarthdalepc@gmail.com

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Dear Councillor,

You are hereby **SUMMONED** to attend the **Annual Meeting of Arkengarthdale Parish Council**, to be held on **Monday 13 May 2024** at 7.30pm at St Mary's Church, Arkengarthdale.

S.Dray(Clerk)  
7 May 2024

**AGENDA**

- 001-24/25 Reminder by the Chair of the Council's expectations for the audio or visual recording of this meeting
- 002-24/25 Apologies and reasons for absence
  - 002.1 To receive apologies
  - 002.2 To consider approval for the reasons for absence
- 003-24/25 Declarations of interest
  - 003.1 To receive any declarations of interest not already declared under the council's code of conduct or members Register of Disclosable Pecuniary Interest
  - 003.2 To receive, consider and decide upon any applications for dispensation
- 004-24/25 Election of Officers and Declarations of Acceptance
  - 004.1 Chairman
  - 004.2 Vice-Chairman
- 005-24/25 Appointment of two Parish Councillors, as voting representatives of the Parish Council, at the YLCA Branch Meetings (Richmondshire)
- 006-24/25 Agreement of Clerk's salary and reasonable expenses
- 007-24/25 To confirm the minutes of the meeting held on 4 March 2024 as a true and correct record
- 008-24/25 To consider the banking arrangements for the financial year and to agree on any changes to the nominated signatories
- 009-24/25 Public session
  - To receive or consider the following issues from members of the public:  
(None)
- 010-24/25 Annual Governance and Accountability Return
  - 010.1 To receive a Statement of accounts to 31 March 2024 and to note that the council will not qualify for exemption from external audit for the fiscal year 2023/24.
  - 010.2 To note the Annual Internal Audit Report for 2023/24 included at page 3 of the Annual Governance and Accountability Return 2023/24

- 010.3 To approve Section 1 - Annual Governance Statement 2023/24 for Arkengarthdale Parish Council on page 4 of the Annual Governance & Accountability Return 2023/24
- 010.4 To approve Section 2 - Accounting Statements 2023/24 for Arkengarthdale Parish Council on page 5 of the Annual Governance and Accountability Return 2023/24
- 010.5 To approve the publication of documents required by Accounts & Audit Regulations 2015, the Local Audit (Smaller Authorities) Regulations 2015 and the Transparency Code for Smaller Authorities
- 010.6 To approve the “period for the exercise of public rights” during which the accounting records are available for inspection by any interested members of the public. The period must be exactly 30 working days and, this year, must include 1-12 July 2024.
- 010.7 To thank David Williams for carrying out the internal audit and resolve to make a donation to his chosen cause, the Reeth and District Community Sports Club.

#### 011-24/25 Maintenance Arrangements

To review and approve remuneration for the following arrangements:

- 011.1 Grass Cutting up to a maximum of £800.00 per year + £75 for grass around memorial benches
- 011.2 War Memorial Maintenance £40.00 per year
- 011.3 Bench repairs up to a maximum of £150 per bench per year

#### 012-24/25 Clerk's report

- 012.1 To note the police report for the periods Feb-Mar, Mar-Apr and Apr-May 2024
- 012.2 To note that the council's response to NYC's Home 2 School Transport consultation had been submitted in March and copied to Rishi Sunak MP, and that several parishioners had contributed to the response, and to consider submitting further comments by 4 June to the rescheduled Executive meeting, where the recommendations on the Home to School Travel Policy consultation would be considered on 11 June at County Hall, Northallerton.
- 012.3 To receive an update on the progress of the Ore cart renovation project
- 012.4 To note a 'call for sites' consultation from NYC for its new Local Plan
- 012.5 To note an update from the A66 Northern Trans-Pennine Project reporting a legal challenge to the Development Consent Order for the project.
- 012.6 To note a notification from YDNPA that they have no objections to an application to carry out a 10% crown thin of the upper canopy of one Wellingtonia at 4 New Houses, Arkengarthdale.
- 012.7 To note an enquiry from a resident of Booze as to why the bins in Langthwaite carpark are still not locked and to note that fly tipping is occurring again.
- 012.8 To consider a request from a resident to sign up to NYC's scheme for Parish Councils to manages grass verges with biodiversity in mind.
- 012.9 To consider a request from Redmire Parish Council to contribute feedback to their campaign for improvements in health & social care in rural North Yorkshire.
- 012.10 To note a request from a resident to lobby for a better mobile phone signal as the ambulance service is still unable to get a mobile signal in the area.

#### 013-24/25 To consider and approve any amendments to the following policies and documents:

- 013.1 Constitution
- 013.2 Code of Conduct, and to note the use of the NYC complaints procedure
- 013.3 Freedom of Information Policy, and to consider and adopt a Publications Scheme
- 013.4 Standing Orders
- 013.5 Records Management Policy
- 013.6 Data Protection Policy

### 013.7 Financial Regulations

#### 014-24/25 Planning

014.1 To note the decisions for the following planning applications.

R/01/162A Elderberry, Booze: Full planning permission to demolish the existing timber pole agricultural equipment shelter and replace with a steel framed agricultural storage barn with solar panels to southern roof slope: APPROVED - Conditional

014.2 To consider the following planning applications:

Full planning permission for erection of working dog kennels, domestic shed and change of use of land to form domestic car parking area (part retrospective) at Home Farm, Langthwaite, DL11 6RG - R/01/173. Deadline for comments: 11 April 2024 (received 21 March) Decision required prior to meeting.

#### 015-24/25 Matters requested by councillors

015.1 To consider complaints from several residents about vehicles parking on High Green over Easter (RS)

015.2 To consider the poor state of the roads in the parish and how to effectively communicate the need for some action to Highways (NB)

015.3 To consider arrangements for D-Day (PH)

#### 016-24/25 Highways

016.1 Pothole at the watersplash: To note the pothole at the cattle grid near the watersplash had had to be re-reported twice more on account of Highways logging it as repaired and closing the job in March. It was reported for a fourth time in May.

016.2 Foregill Bridge collapsed wall: To note an email had been sent to the Executive Member for Highways and Transport by the parish council to request a temporary by-pass at Foregill Bridge during the work to the collapsed retaining wall in March, and that correspondence from the engineers in April confirmed that a temporary road would be built during the works to the retaining wall.

016.3 MWRC: To note an email had been received from NYC Mobile Waste Recycling Centre (5/3/24) stating that they were not expecting issues with the road closure in September for their scheduled collection, as there was expected to be a temporary road in place.

016.4 Visibility verges: To note confirmation had been received from NYC that they would be cutting the three 'visibility' verges (at Arkle Town junction, Bouldershaw Road end, and opposite High Green) 5 times this summer.

016.5 Water on the Booze road:

To receive an update on the blocked drain near the bottom of the Booze Road at Langthwaite.

016.6 Potholes on the Eskeleth-Seal Houses road and The Stang

To note these had been reported to Highways.

#### 017-24/25 County Council report

To receive a report on County matters from the County Councillor

## 018-24/25 Financial matters:

- 18.1 To note the following bank balances as at 30 April 2024:
- |                                       |  |          |
|---------------------------------------|--|----------|
| Current account                       |  | £7393.06 |
| CEP account                           |  | £ 792.39 |
| Seat Maintenance account              |  | £ 19.67  |
| Liquidity Manager Seat Maint. account |  | £1147.80 |
- 18.2 To note the following payments made since the last meeting
- |            |                                                 |         |
|------------|-------------------------------------------------|---------|
| S Dray     | Salary Mar & Apr 2024                           | £442.06 |
| Vision ICT | 5% reduction (on £225.76) annual fee webhosting | £214.48 |
- 18.3 To resolve to make the following payments:
- |                      |                                    |          |
|----------------------|------------------------------------|----------|
| Royal British Legion | Wreath D Day                       | £ 27.50  |
| Barker Partnership   | Annual fee for Payroll             | £ 360.00 |
| Zurich Insurance     | Renewal Insurance                  | £ 257.60 |
| YLCA                 | Membership subscription            | £ 136.00 |
| Rowena Hutchinson    | Memorial Maintenance 2023-24       | £ 40.00  |
| S Dray               | additional hours 2023/34: 99.5 hrs | £1256.69 |
- 18.4 To note the following receipts
- |                                                  |          |          |
|--------------------------------------------------|----------|----------|
| Richmondshire District Council                   | Precept  | £4750.00 |
| Northern Powergrid                               | Wayleave | £ 60.00  |
| Interest on CEP account                          |          | £ 1.04   |
| Interest on Seat Maint account                   |          | £ 0.03   |
| Interest on Liquidity Manager Seat Maint account |          | £ 4.31   |

## 019-24/25 Meeting dates 2024/25

To consider and approve the following meeting dates for the forthcoming municipal year:

Monday 1 July 2024

Monday 2 September 2024

Monday 4 November 2024

Monday 6 January 2025

Monday 3 March 2025

Monday 12 May 2025 (Annual Meeting of the Parish Council & Annual Parish Meeting)

020-24/25 Date of next meeting: **Monday 1 July 2024**, in St Mary's Church at 7pm.

Please email the clerk if you are unable to attend: Susan Dray [arkengarthdalepc@gmail.com](mailto:arkengarthdalepc@gmail.com)