

ARKENGARTHDALE PARISH COUNCIL

Minutes of a meeting
held at St Mary's Church, Arkengarthdale on
Monday 7 August 2023 at 7.00pm

MINUTES

Present: Councillor Simon Atkinson; Councillor Nichola Barningham; Councillor P Harker; Councillor R Stones; Councillor S Stubbs (Chair); NY Councillor Y Peacock; Debra Southwell and Richard Lewis [for item 033-23/24 only].

In attendance: S Dray (Clerk)

029-23/24 Apologies for absence

There were no apologies.

030-23/24 Declarations of interest

There were no declarations of interest.

031-23/24 Minutes

The minutes of the last meeting held on 5 June 2023 were confirmed as a correct record by the Council, and signed by the Vice-Chair.

032-23/24 Public Session

No requests from parishioners had been received.

033-23/24 Community Emergency Plan

033.1 Councillors received a presentation from Richard Lewis (Melbecks Community Emergency Team) and Debra Southwell (Arkengarthdale resident) on the reasons and requirements for developing a community emergency plan.

033.2 It was resolved that the condition of the existing sandbags at Whaw would be checked. **[Action: SA]**

033.3 An offer of support in the development of an emergency plan was noted from Katia Sanhueza-Pino of the National Flood Forum.

033.4 It was noted that a community emergency plan would only be possible with community support and that the level of interest could be gauged at a public meeting. It was resolved to arrange a public meeting on Tuesday 26 September at 7pm in St Mary's Church. **[Action: SD]**

033.5 It was resolved that the Parish Council would support the development of a community emergency plan if the community were able to establish a group of volunteers.

034-23/24 Budget

Owing to a shortage of time it was resolved to defer this item until the next meeting.

035-23/24 Gifting Policy

035.1 A draft grant/gift scheme was considered by virtue of the Local Government Act 1972, Section 137, to enable groups to apply to the Parish Council for funds for projects that would directly benefit some or all of the inhabitants of the parish.

- 035.2 The draft terms of reference of the scheme and a draft grant application form were considered and approved. It was resolved that a maximum total cost for any one project would be £300, funds permitting.
- 035.3 It was resolved that the council award a grant of £200 to the Arkengarthdale Defibrillator Fund by virtue of the Public Health Act 1936, Section 234.

036-23/24 Bench policy and survey

Owing to a shortage of time it was resolved to defer this item until the next meeting.

037-23/24 Ore cart, High Green

- 037.1 The damage to the ore cart was considered.
- 037.2 It was noted that a quote for £960 had been received to renovate and make good the ore cart, and that at least two additional quotes should be sought.
- 037.3 It was resolved that the YDNPA, who had funded the interpretation board for the ore cart, should be contacted in the first instance for potential grants to cover the cost of fixing the cart. **[Action: SD]**

038-23/24 Salt bin, Langthwaite

- 038.1 Councillors considered a quote for £500 which had been received to remove ivy covering a salt bin on the roadside at the foot of High Green.
- 038.2 It was resolved that Highways would be contacted and asked to remove the ivy as the salt bin was not the responsibility of the Parish Council. **[Action: SD]**

039-23/24 Tree pruning on High Green

It was noted that Northern Powergrid had requested approval for tree pruning beside Garbutt Cottage, High Green, on the grounds of health and safety, and that this had been carried out in July.

040-23/24 Mobile phone coverage

- 040.1 Councillors noted a response that had been received from Rishi Sunak, following up on correspondence with the clerk and the chair about the mobile phone mast at Seal Houses.
- 040.2 It was noted that a mobile phone service for the emergency services would hopefully be made live by the end of 2023. No information had been forthcoming about the timeframe for a commercial mobile phone service in the dale.

041-23/24 IT issues

- 041.1 A proposal to move to Microsoft Office 365 from Office 2019 was considered.
- 041.2 It was resolved to move to Office 365 either in October 2023 or when support for Office 2019 ended in c.2025. The costs for both options would be confirmed and a decision would be made at the next meeting. **[Action: SA]**
- 041.3 A request to re-purchase the Norton anti-virus software licence in December 2023 was considered and approved at a cost of £20 for two years. **[Action: SA/SD]**

042-23/24 Correspondence received

The following correspondence were considered:

- 042.1 An invitation to submit a response to NYC's review of local bus services. It was resolved not to submit a response.
- 042.2 An invitation to submit a response to a stakeholder survey for the development of a new Local Transport Plan for North Yorkshire. It was resolved not to submit a response.

- 042.3 An invitation to attend the YDNPA Planning training session for Parish Councils on 19 October 2023. It was resolved not to attend.

The following correspondence were noted:

- 042.4 **Booze Bins:** A response from NYC had been received following a request from a resident of Booze for a solution to the mis-use of the Booze residents' bins in Langthwaite carpark. NYC had confirmed that they would install new locks on the bins for which only Booze residents would have keys. They also confirmed that holiday cottages had no authority to use these bins and local residents who did not live in Booze were not entitled to use these bins. The bins would be monitored by NYC and, if necessary, additional bins would be provided;
- 042.5 **Audit:** Grateful thanks had been received from David Williams on behalf of Reeth & District Sports Club for the donation made for the internal audit. The Council noted the new rules of the Institute of Chartered Accountants and unanimously agreed to continue to ask Mr Williams to audit the accounts in light of these. Mr Williams would be informed; **[Action: SD]**
- 042.6 The next YLCA Councillor's Training Session: "Off to a flying start" on 26 & 27 September (via Zoom);
- 042.7 The publication of the 2023 Annual Report of the Yorkshire Dales National Park Management Plan;
- 042.8 It was noted that apologies for absence had been sent to the Joint Annual Meeting of the YLCA held on 22 July 2023;
- 042.9 The Police Monthly report for June/July 2023;
- 042.10 The YLCA publication list for Good Councillor's Guides 2023 and order form;
- 042.11 The new parish charter from NYC;
- 042.12 The July 2023 edition of the Richmondshire Area Business Newsletter.

043-23/24 Highways

- 043.1 A report was received from the vice-chair and NY Councillor on a site meeting held with Highways on 15 June 2023. It was noted that since the meeting the potholes on Stang Top had been filled, the riverside wall at Whaw was in hand, and that the drain at the Old Vicarage had been repaired and was running freely. It was resolved to contact Highways to re-report the damaged retaining bridge wall at Park Head, and the damaged wall on the bridge at Whaw as matters of urgency. **[Action: SD]**
- 043.2 The road closure at the watersplash on Bouldershaw Road from 24 July to 11 August was noted.

044-23/24 Planning

The following planning decisions were noted:

- 044.1 Planning Application R/01/70A - Full planning permission for demolition of existing outbuildings and erection of single storey extension, and change of use of agricultural land to domestic at Braeside, Arkle Town. No objections.
- 044.2 R/01/154B - Section 73 application to remove Condition 6 (landscaping details) of R/01/154 (Full planning permission for installation of a 15m monopole mast on a concrete base with 3 no. pole mounted antennas, 2 no. 0.6m transmission dishes, 1 no. 1.2m ground based satellite dish, equipment cabinets and generator within a drystone walled enclosure and ancillary development thereto also relates to non-material amendment R/01/154A/MNR) at Land at High Seal Houses Farm, Arkengarthdale. No objections.
- 044.3 Councillors received a report from the vice chair on the representation made by the Parish Council at the YDNPA Planning Committee meeting held on 11 July 2023 at Bainbridge, on behalf of the

community, which was objecting to the CB Inn application R/01/31R for a new building for staff accommodation. The vice chair was thanked for attending the meeting to represent the community.

045-23/24 North Yorkshire Councillor's report

This was covered in 043-23/24.

046-23/24 Clerk's contract

- 046.1 The contractual terms and conditions for the new clerk were considered and approved and the contract was signed by the clerk and the chair.
- 046.2 A proposal from the clerk to attend a YLCA training course in August was considered and approved.

047-23/24 Financial matters

- 047.1 The bank balances as at 31 July 2023 were noted as follows:

Current Account	£7191.05
Community Emergency Account	£ 811.77
Seat Maintenance Account	£1142.08

- 047.2 The following payments pending were noted and resolved:

S Dray	salary June & July	£407.06
L Bridge	salary 1-9 June 2023	£ 65.13
S Atkinson	IT support	£ 90.00
Arkengarthdale Defibrillator Fund	Grant	£200.00

- 047.3 Payments made since the last meeting were noted as follows:

St Mary's Church	Grant payment 91126	£9544.41
Two Dales Football Club	Contribution for Audit 2023/22	£ 50.00
Vision ICT	Google Analytics upgrade	£ 48.00

- 047.4 The following receipts were noted:

NYC	St Mary's grant payment	£9544.41
NYC	Locality Budget - Grant (Defibrillator)	£ 350.00

- 047.5 Options for opening a savings account with a higher interest rate were considered. It was resolved to make a decision at the next meeting.
- 047.6 It was resolved to set up a Standing Order for payment of the clerk's monthly salary.
- 047.7 It was noted that the next invoice for meeting room hire would not be received until the end of the calendar year.
- 047.8 It was noted that confirmation of notification of exempt status for year ending 31/3/2023 had been received from PKF Littlejohn.

048-23/24 Meeting dates for 2023/24

It was noted that meeting dates for the rest of the municipal year from January to May 2024 were yet to be decided. It was resolved to defer this to the next meeting in order to consult with the NY Councillor to ensure she would be available to attend future meetings.

049-23/24 Date of next meeting: Monday 2 October 2023

The meeting closed at 9.27pm.