

ARKENGARTHDALE PARISH COUNCIL

Minutes of a meeting
held at St Mary's Church, Arkengarthdale on
Monday 2 October 2023 at 7.00pm

MINUTES

Present: Councillor Simon Atkinson; Councillor Nichola Barningham; Councillor P Harker; Councillor S Stubbs (Chair)

In attendance: S Dray (Clerk)

050-23/24 Audio/visual recording

The Chair reminded all present of the council's expectations for audio or video recording of the meeting

051-23/24 Apologies and reasons for absence

051.1 Apologies were received from Cllr Stones and Cllr Peacock.

051.2 Reasons for absence were considered and approved.

052-23/24 Declarations of interest

There were no declarations of interest.

053-23/24 Minutes

The minutes of the last meeting held on 7 August 2023 were confirmed as a true and correct record by the Council, and signed by the Chair.

054-23/24 Public Session

No requests from parishioners had been received.

055-23/24 Clerk's report

055.1 It was noted that confirmation had been received from David Williams that he would be happy to continue to undertake the annual internal audit, following a request from the Council. It was noted that the council was grateful for all the help he had given to date.

055.2 It was noted that confirmation had been received from Diane Coleman that the new defibrillator had been purchased, registered and installed at the CB Inn.

055.3 The Police reports for July/August and August/September were noted.

055.4 It was noted that NYC had changed the locks on the household waste bins in Langthwaite carpark, which were intended for the sole use of Booze residents, but were being used by others as an alternative to going to the tip. NYC were monitoring the situation.

055.5 It was noted that a request had been received from a Langthwaite resident that it be minuted that she had fallen on the verge opposite Moralee and broken her arm.

055.6 Councillors considered the possibility of applying to the YDNPA Sustainable Development Fund for refurbishment cost of the ore cart on High Green. It was agreed to apply to this fund. It was agreed to obtain at least two quotes for the job. **[Action: SS/NB]**

- 055.7 An invitation to attend the YDNPA Autumn Parish Forum on 25/10/23 was considered. It was noted that no one was able to attend owing to other commitments.
- 055.8 Councillors considered ordering a wreath from the RBL Poppy Appeal for the Remembrance service at St Mary's Church on 12/11/23. It was noted that only donations were accepted, and it was agreed to pay £30 for the wreath, and that Councillor Atkinson would lay the wreath at the service.
- 055.9 A request was considered from the YDNPA to contribute to the cost of maintenance of the footbridge at the watersplash. It was agreed that the Council was not in a position financially to contribute to the maintenance of items that were not the Council's responsibility and that as the bridge was probably an asset of NYC, it was felt that NYC should be meeting the cost.
- 055.10 An invitation to attend the Remembrance Service at Reeth on 12/11/23 had been received from Reeth, Fremington and Healaugh Parish Council. This was considered and it was noted that unfortunately none of the councillors was able to attend owing to competing commitments.
- 055.11 An invitation to attend a YDNPA Planning training seminar on 19/10/23 was considered. It was noted that none of the councillors was able to attend owing to other commitments and that apologies would be sent.
- 055.12 The NALC consultation on local plans was noted and consideration was given as to whether or not to submit a response. It was agreed not to submit a response.
- 055.13 The YLCA Richmondshire Branch meeting at Scorton on 23/10/23 was noted, and attendance was considered. It was agreed that a representative would not attend owing to work and time commitments.

056-23/24 Items requested by councillors

There were no items requested.

057-23/24 Community Emergency Plan

- 057.1 Councillors noted that the public meeting held on 26 September 2023 to gauge the level of community interest in developing an emergency plan had been extremely well attended with over 35 members of the community present.
- 057.2 It was noted that the plan would go ahead, and that a team of volunteers had been identified to develop the plan. Others had volunteered skills and resources as and when required.
- 057.3 Councillors thanked Debra Southwell for leading the meeting and organising the new planning team, and Jason Wainwright was thanked for attending the meeting and offering support from NYC. Ruth Postlethwaite was thanked for giving up her time and providing her home-baked refreshments free of charge.

058-23/24 Budget

Councillors considered and approved the budget and agreed that based on the figures, the precept for 2024/25 would be £4750, an increase of £250 on last year.

059-23/24 IT issues

- 059.1 The options and costs for the renewals of software and antivirus licences were considered.
- 059.2 It was noted that the renewal of the antivirus software was due in December, and that it had been agreed at the last meeting that this would be renewed with a 2-year licence at a cost of £20 plus the cost to install it.

- 059.3 It was agreed that the council would keep using Microsoft Office 2019 until 14 Oct 2025 when the extended support would end, and at that time purchase a licence annually for Office 365 (currently costing about £50 per year). There would be no cost until then.

060-23/24 Bench policy and survey

- 060.1 Councillors noted the new bench survey (Summer 2023) and that there were now 24 benches in the parish.
- 060.2 The cost of maintaining so many benches in recent years was considered and it was agreed that the expense far exceeded the council's budget and it would not be possible to maintain this level of expenditure in the future. It was agreed that for both insurance and financial reasons, only benches that the Parish Council owned and/or was legally liable for would be maintained by the council in the future. It was agreed that the owners of all existing benches needed to be identified where possible, and informed.
- 060.3 It was noted that the clerk did not hold any documentation relating to licences for the benches sited on Highways verges, and that it was unclear from past minutes how many licences the Parish Council held. It was agreed that Highways should be contacted for copies of all licences.
- 060.4 A revised bench policy was considered and approved. It was noted that this policy would be applicable to all new benches in the future.
- 060.5 A draft risk assessment document was considered, which covered the risk management of assets, including benches. It was agreed that should be considered at the next meeting when more time could be spent on the detail.

061-23/24 Bench maintenance

- 061.1 A quote received for the treating of two benches on High Green was considered. It was agreed that the wood used for the two benches should be assessed, as some timber did not require treatment, and that a decision would be made at the next meeting when it was clear whether or not these benches required treating. **[Action: SS]**
- 061.2 The maintenance of the pinfold at Langthwaite was considered, as weeds had started to appear around the bench. It was noted that a request had been made by some residents in Langthwaite to place a tub of flowers in the pinfold. This was agreed on condition that the same residents would be willing to keep the pinfold free of weeds. The residents would be informed. **[Action: SS]**

062-23/24 Highways

The following updates were received:

- 062.1 Damaged bridge at Whaw: There was no update as nothing had been done since the last meeting, despite numerous requests to Highways.
- 062.2 Damaged wall at Park Head Bridge: It was reported that new bollards had been placed along the gap where there was a high drop from the road to the field, but that no work had been started.
- 062.3 Grass cutting agreement with NYC: It was reported that Highways had confirmed that there was no such thing as an agreement. It was noted that since the parish council did not receive any funds to cut NYC verges, the responsibility for these verges lay solely with NYC.
- 062.4 Ivy covered salt bin on High Green: It was noted that NYC had attended to this is the last day or two and the ivy had now been cut away from the salt bin.
- 062.5 Overlapping road closures at Eskeleth and Whaw: It was reported that Cllr Peacock had ensured that the road closure at Whaw (to work on the riverside wall) had been put back until the road closure at Eskeleth (for laying the fibre cable to the mast at Seal Houses) had ended. This was to ensure that residents were able to access their homes.

063-23/24 Planning

There were no planning issues.

064-23/24 North Yorkshire Councillor's report

There was no report received owing to the Councillor Peacock not being able to attend the meeting.

065-23/24 Financial matters

065.1 The bank balances as at 26 September 2023 were noted as follows:

Current account	£5685.33
Community Emergency account	£ 814.56
Seat Maintenance account	£1144.72

065.2 The following payments pending were noted and approved:

RBL Poppy Appeal	Remembrance wreath	£ 30.00
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65.3 Payments made since the last meeting were noted as follows:

S Dray	Salary for August & September	£407.06
YLCA	Clerk's induction training	£ 50.00
S Coleman & A Richardson	Painting war memorial handrails	£140.00
Defibrillator fund	NYC and APC Grants	£550.00

65.4 There were no receipts.

65.5 Options for a savings account with a higher interest rate were considered. It was agreed to open a "Liquidity Manager 95 Day Notice" account and to move the funds from the Seat Maintenance current account into this new account, leaving only the minimum requirement in the current account.

066-23/24 Future meeting dates

066.1 Future meeting dates were considered and the following dates for the rest of the municipal year were agreed:

4 December 2023

8 January 2024

4 March 2024

066.2 It was agreed that subsequent meetings would take place every other month from May 2024 onwards. The dates of meetings for 2024/25 would be agreed at the Annual Parish Council meeting on 13 May 2024.

067-23/24 Date of next meeting: Monday 4 December 2023

The meeting closed at 9.59pm.