

# Middleton Tyas Parish Council

## MINUTES of a Meeting held via Zoom™ on Thursday, 22<sup>nd</sup> April 2021 at 7.00pm

**PRESENT:** Cllrs Mrs S Perks (Chairman), M Bartle, D Henderson, Ms C Lamb.

**IN ATTENDANCE:** C.Cllr A Thompson, Mrs C Jones (Parish Clerk).

### 1. APOLOGIES

Cllr G Davies unfortunately had to leave the meeting due to technical issues; NY Police.

### 2. DECLARATION OF INTERESTS

All Councillors made the following declaration:

"We, as Parish Councillors, declare that we have an interest in each Agenda item as residents of Middleton Tyas."

### 3. MINUTES OF THE LAST MEETING

It was Resolved to accept the Draft Minutes of the last meeting held on 11<sup>th</sup> March 2021 and they were signed as a true record of the meeting.

### 4. POLICE REPORT

The latest Crime Report is available on the website at [www.middletontyas.org.uk / The Council / Agendas & Minutes / 22 April / Additional Documents](http://www.middletontyas.org.uk/The_Council/Agendas_&_Minutes/22_April/Additional_Documents).

Reports of fraud telephone calls from people purporting to be Police Officers, from Amazon or from the NHS. The report states that, "These people are very convincing and experts at what they do. They will usually sound very legitimate but please don't engage with them. Report any suspicious activity to the police."

The Report also noted congratulations to PC 1908 Mark Wood on successfully completing his Sergeants board. It is understood that he will be replaced in due course. The Ward is currently served by PCSO 3651 Connor Mattison and PCSO 4303 Felicity Wilkinson.

### 5. COUNTY COUNCILLOR'S REPORT

1. C.Cllr Angus Thompson reported as follows:

1. The Public Consultation into new Unitary Authorities (UA) ended last week and the Minister should make a decision by July: he could choose option 1, option 2, or neither. If neither, County Council elections, deferred from 6 May 2021, will take place in 2022. If option 1 or 2 is chosen, elections will be held for new UA Officers.
2. NYCC has a deficit of £82 million over the next 3 years which is better than projected due to generous Government grants.
3. Health & Adult Services are the main consumer of the budget but won an award for excellent service in 2021. They may be split into 2 services under any new UA regime.

4. The Chairman confirmed that we have received some grant funding from RDC's Community Infrastructure Fund towards our VAS sign, but that we are still almost £2k short. She asked C.Cllr Thompson's if he could help and if his earlier offer of a £1k grant from NYCC would be forthcoming. C.Cllr Thompson said that he could not now offer this grant as the VAS had been ordered.

2. VAS – It was noted that:  
the Agreement between North Yorkshire County Council and Middleton Tyas Parish Council to site the VAS on the grass verge adjacent to West Close has now been signed; the pole and VAS have been ordered from Swarco who will install both items; the grant funding will be claimed once the work has been completed. **CJ**

## 6. RICHMONDSHIRE DISTRICT COUNCIL

D.Cllr Thompson said that things are up in the air until the UA situation is decided. He noted that his special project to date has been assisting with VAS signs for all the villages. His special project going forward will be Litter and he may organize a litter pick weekend.

## 7. PLANNING MATTERS

[www.middletontyas.org.uk](http://www.middletontyas.org.uk) / *The Council / Planning page for Richmondshire District Council / Public Access planning application service.*

1. Full Planning Permission for Conversion of and Extension to Stables and Outbuildings at The Rookery to provide Three Bedroomed Accommodation Creating 1 No New Dwelling with Home Office and Garden Room (to Note that we have Received Revised Plans to Address Matters Raised by Technical Consultee, the Local Highway Authority, Revised Plans also Seek to Address some Matters Regarding Amenity on the East Elevation) – Three items of concern were noted, discussed and it was Resolved to include them in our letter of comment (response extension granted to 26<sup>th</sup> April 2021). **SP/CJ**
2. Full Planning Permission for Single Storey Rear Extension and Internal Alterations at Hill Cottage, Main Street (4 May) – It was Resolved that there was no objection to this rear extension. **CJ**
3. Full Planning Permission for Steel Handrail to the External Access to the Church Vestry at St Michael & All Angels Church – It was noted that this application has been Granted.

## 8. FINANCIAL MATTERS

1. It was Resolved to make the following payments and cheques were duly signed:

1. Clerk's Salary – March 2021	£	342.40
2. Clerk's Expenses – March 2021	£	52.81
3. Handyman's Salary – March 2021	£	87.20
4. Handyman's Expenses – March 2021	£	4.00
5. HMRC – PAYE – March 2021	£	73.60
6. YLCA – Clerk's training	£	15.00
7. YLCA – Annual subscription 2021-22	£	217.00
8. TP Jones & Co LLP – Payroll	£	53.46
9. Community Heartbeat Trust – Emergency Telephone Year 5	£	120.00
10. Community Heartbeat Trust – Annual Support Year 2.	£	162.00
 <u>Receipts:</u>		
11. Northern Powergrid – Wayleave	£	8.32

2. End of Year Financial Statement and Report

Cllr Ms Lamb presented the end of year Financial Statement and Report and it was Resolved to approve the end of year figures and agree their submission to the Internal Auditor.

Cllr Ms Lamb noted that the year end surplus was adequate to support the VAS funding shortfall of almost £2k.

She also noted that there had been no VAT recovery from HMRC up to 31 December 2020 as it will be claimed at our year end, as previously agreed, and will appear in the April figures for the year ending 31 March 2022.

**9. VILLAGE NEWS GRANT FUNDING**

Mrs Christine Bryant, Editor of the Village News, had presented her current accounts to the Council with a request for grant funding.

It was Resolved that the Village News would be supported with grant funding in the financial year ending 31 March 2022. However, it was agreed that as she already had 1 year's worth of running costs in hand, a grant would be paid in 2 instalments, as follows:

- the first instalment of £600 to be paid at our meeting scheduled to take place on 8th July 2021;
- the second instalment to be paid 6 months later, at our January 2022 meeting, the exact amount to be agreed depending on a review of the Village News accounts at that time.

**10. ANNUAL AUDIT & GOVERNANCE REPORT**

It was Resolved to submit a 'Certificate of Exemption – AGAR 2020/21 Part 2' to the External Auditor to certify ourselves as exempt from a limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015. **CJ**

**11. DELEGATION OF DECISION MAKING TO THE PROPER OFFICER OF THE COUNCIL**

It was noted that the Council cannot meet at an appropriate indoor venue for the time being if there are more than 6 people present, which would exclude members of the public; and the Council cannot meet remotely after midnight on 6<sup>th</sup> May due to current Government legislation. As a consequence, the May Annual Meeting and the May Ordinary meeting have been brought forward to 6<sup>th</sup> May (via Zoom) but it is not known when the Council will be able to meet after that date.

In the circumstances, the Standing Order relating to Delegation of Decision Making to the Proper Officer of the Council was reviewed to ensure that the Council can continue to operate and perform its statutory and regulatory duties and it was Resolved to amend it accordingly. **CJ**

Councillors agreed that the Proper Officer will consult with the Chairman and Vice-chairman in the decision making process, but Councillors acknowledge that it is the Officer who is the decision maker.

**12. THE FUTURE OF REMOTE MEETINGS AND ANNUAL MEETINGS IN MAY 2021**

YLCA advice had been received regarding legislation governing The Future of Remote Meetings and Annual Meetings in May 2021. Currently, it is only lawful to hold these meetings before 7<sup>th</sup> May.

On 25<sup>th</sup> May 2021, the Minister for Regional Growth and Local Government, Luke Hall MP, wrote to principal councils in England confirming that emergency legislation regarding virtual council meetings will not be extended. YLCA has circulated his letter for our information.

There is now a 12-week Call for Evidence about how remote meetings have been used and YLCA and NALC are strongly urging all local councils to respond.

It was Resolved that the Chairman will respond to this consultation. **SP**

**13. COUNCILLORS' RESPONSIBILITIES & CONTACT DETAILS**

The list will be updated following the resignation of Cllr Miss Leanne Harknett at the last meeting. See also item 16 below.

**CJ**

**14. PLAYING FIELD & PLAY PARK**

1. Playing Field

It was noted that the concrete dumped under the hedge in the playing field will be removed by our Handyman. It was also noted that a new padlock for the field gate has now been provided by the School. Keys will be distributed by the Clerk.

**CJ**

2. Play Park

In Cllr Davies' absence, it was agreed that the Chairman and the Clerk will arrange to meet with him at the Play Park to discuss the scope of an RDC grant application for play park refurbishment which is available from 1<sup>st</sup> May 2021.  
Cllr Davies will be asked to prepare a submission of what equipment to replace and item costings so that the grant application can be approved at the 6<sup>th</sup> May meeting before being submitted to RDC.

**CJ/SP/GD**

**GD**

**15. DEFIBRILLATOR**

The monthly Inspection report on the Defibrillator dated 1<sup>st</sup> April 2021 had been received from Mrs Christine Bryant. This showed that everything was in working order at that date.

**16. SCHOOL LIAISON OFFICER**

It was Resolved to appoint Cllr David Henderson to be the School Liaison Officer.  
The Clerk will inform the School of this change.

**DH  
CJ**

**17. FACEBOOK – MIDDLETON TYAS COMMUNITY & VILLAGE WEBSITE**

It was noted that Mr Joe Perks will be responsible for the Community Facebook page.  
It was noted that Mrs Diane Sinnott will be responsible for the History Section of the village website.

**18. CORRESPONDENCE**

The Clerk had been in contact with the Development Manager at Wynyard Homes regarding the Boulder Erratics which have been unearthed on site at Copperfield Park and he had confirmed that they will remain on site and be used as a feature in the landscaping.

They had also discussed the 'missing' village sign and it was confirmed that this had been removed from its location by the site contractors at the request of NYCC Highways Dept on the grounds of road safety. The Site Foreman had confirmed that it is being protected and stored on site for the time being. NYCC Highways Dept (Ian Beighton) had confirmed that they will need to be consulted on a location for its reinstatement on Kneeton Lane.

**ALL**

**19. Residents' Questions**

None.

**20. ITEMS FOR THE VILLAGE NEWS AND D&S TIMES**

Best Kept Village Competition - July 2021  
New moderator for Facebook  
New editor for History Society  
Co-option of a Parish Councillor  
RDC advice on Bonfires – leaflet  
Overhanging branches

**21. ITEMS FOR DISCUSSION AT THE NEXT MEETING**

Lateral Flow Testing for everyone attending any face-to-face meetings after 6<sup>th</sup> May 2021.  
Accessibility of Wi-Fi in the Memorial Hall for possible future hybrid meetings.

**22. Date and Time of Next Meetings**

The next meetings will be:

1. The Annual Meeting of the Council to be held on Thursday, 6th May 2021, virtually via Zoom, starting at 6.30 pm prompt
2. The Ordinary Meeting of the Council to be held on Thursday, 6<sup>th</sup> May 2021, virtually via Zoom, starting at 7.00pm prompt.

There being no further business, the meeting closed at 8.40 pm

**Signed:** \_\_\_\_\_  
**Chairman**

**Date:** \_\_\_\_\_