

ALDWARD AREA PARISH COUNCIL

**Minutes of the Annual Meeting held at
Aldwark Manor Hotel on Tuesday 8th May 2018 at 7.30PM**

Present: Cllrs. Stroud, Topliss, Boddy, Knapton, Sowray & one resident of Flawith

1. **Apologies for absence and declaration of interests in agenda items.**
Apologies were received from Cllrs Follington and Evans.
2. **Election of Chair** – Cllr Colin Stroud was elected Chair for the year
3. **Election of Vice-Chair** – Cllr Topliss was elected Vice Chair for the year
4. **Appointments to Outside Bodies**
 - a) Pearson and Others Trust – Cllr Stroud
 - b) Hambleton branch of the Yorkshire Local Councils Association – Cllrs Stroud & Topliss
5. **Public Forum** - No matters were raised.
6. **Minutes of the meeting held on 20th March 2018**
Regarding Minute 15(d), Cllr Topliss stated that a Section 215 Warning letter had been issued not a Section 52 Notice.
7. **Matters Arising from the minutes, not on the agenda**
Data Protection Regulation -The Chair read out an email from YLCA stating that the Government has tabled an amendment to its Bill to exempt all local councils from the requirement to appoint a Data Protection Officer. This was welcomed by members and Cllr Knapton was asked to encourage Kevin Hollinrake MP to support this amendment.
8. **Chairman's Report**
Cllr Stroud gave notice that having served two terms on the PC he did not intend to stand for re-election in 2019. He also intended to give up the post of Clerk which he has done unpaid for nearly 4 years. If the Council decided to employ a paid clerk, he recommended that the recruitment process should begin before the end of the calendar year.
9. **Hambleton DC Planning applications for consideration**
 - a) **17/02754/FUL**- Extension to existing public house restaurant and staff facilities, and construction of associated tourism accommodation (five units) Aldwark Arms Aldwark North Yorkshire
No comments - Now **Granted**
 - b) **Ref. No: 18/00807/FUL** Single storey extension to rear of dwelling - 2 Tholthorpe Road Flawith North Yorkshire YO61 1SF
Cllr Topliss had no objections to this application but was consulting village residents and would confirm this with the clerk by email.

Signed

Chairman

Date

10. Hambleton DC – Planning decisions and appeals

- a) **18/00362/CAT** | Application to carry out works to a cherry tree in a conservation area | Cherry Tree House Aldwark
Granted
- b) **18/00376/TPO** | Application to carry out works to three trees subject to Tree Preservation Order 1990/10 | Beechcroft Farm Aldwark
Granted
- c) **17/01891/FUL** Retrospective application for siting of static caravans at Aldwark Manor Hotel
Granted

11. Proposal to buy plants for Aldwark Village

An Aldwark resident had requested funds to plant flowers year-round in the planter near the church. Having consulted Mr Hancock who also plants flowers at the other entrance to the village this proposal was welcomed and should be similarly extended to Youlton and Flawith. It was agreed that about £100 for compost and plants would be sufficient for all 3 villages administered through the clerk. Cllr Topliss pointed out that Flawith did not have planters. It was agreed that he should bring a proposal for purchasing these to the next meeting.

12. Finance – Cllr G Boddy (Responsible Finance Officer)

- a) To note receipts and payment, actuals vs. budget and bank balances to 31 March 2018 - these had been circulated and were approved.
- b) To agree any payments to be made - none
- c) **Annual Accounts**
Cllr Boddy explained that she had prepared the documents required for the External Annual Audit by PKF Littlejohn. The Internal Audit had again been kindly done by Alison Pollock. The procedure required a review of the effectiveness of internal control. The controls were explained and approved.
- d) To approve the annual governance statement for 2017/18 and certificate of Exemption. These were approved and signed by the chair.
- e) To approve the accounts for the year ended 31 March 2018. The accounts were approved and the accounting statement for 2017/18 was read out and approved and signed by the RFO and chair.
- f) Cllr Boddy will arrange for copies to be displayed on noticeboards and the website.
- g) Cllr Boddy reported that the revised HSBC bank mandate was now in operation

13. Portfolio responsibilities

- a) Leisure – Play area.
- b) **New Equipment.** Cllr Follington has arranged site visits by Playdale and is expecting quotes for swings and a slide which could be purchased with the CIL money. It was hoped this could be arranged in time for the summer holidays but confirmation would be required from HDC that CIL money could be used and then a meeting would be required to approve the expenditure.
- c) Roads, pavements and grass verges. The work done by Geoff Hancock to cut back the grass encroachment on the pavements had been well received by residents. It was agreed that a further £150 should be allocated to allow him to do the other side of the street.
- d) Public Communications – Cllr Boddy reported the website was up to date.

Signed
Chairman

Date

e) Planning - nothing to report

14. Report from the County Councillor

- a) Cllr Sowray reported that his locality budget had been doubled to £10K for next year and he encouraged people to apply.
- b) He also reported that a policy decision was due soon regarding the purchase of Speed Matrix Signs by local councils.

15. Report from the District Councillor

- a) Cllr Knapton reported that HDC was arranging new collection times for waste and re-cycling in order to make transportation more efficient. Leaflets explaining this would be delivered to every household.

16. Reports from Parish Councillors

- a) Cllr Topliss reported that a successful training session had been held in Flawith for using the AED
- b) He also reported that the derelict cottage in Flawith was now largely demolished, but there was no sign of any re-development.

17. Correspondence

To note correspondence received - Clerk

- a) North Yorkshire County Council is launching a major consultation on what the North Yorkshire Archives service of the future should look like
<http://www.northyorks.gov.uk/recordofficesurvey>
- b) HDC Parish Liaison Meeting 7pm 17th May 2018
- c) RAF Linton on Ouse – Invitation to Annual Reception 6pm 7th June 2018
- d) Offer of a talk from EDCCA about their services.
- e) Posters advertising the 2018 National Rural Crime Survey.

18. Matters for inclusion on the next agenda

- a) Appointment of new Clerk
- b) New Pay Area Equipment

19. Dates of future meetings starting at 7.30pm at Aldwark Manor Hotel

Tuesday 17th July 2018
 Tuesday 11th Sept 2018
 Tuesday 13th Nov 2018
 Tuesday 15th Jan 2019
 Tuesday 19th March 2019

Signed
 Chairman

Date