

EAST COWTON PARISH COUNCIL
Councillors are hereby summoned and Members of the Public
invited to attend
the meeting of the Parish Council
on Monday 14th November 2022 at 7.30pm in the Village Hall.

AGENDA

- 1. Apologies for absence**
- 2. Disclosures of personal and prejudicial interests from Councillors on matters to be considered at the meeting.**
(The disclosure must include the nature of the interest (i.e. pecuniary or other). If you become aware, during the course of a meeting, of an interest that has not been disclosed under this item you must immediately disclose it. You may remain in the meeting and take part fully in discussion and voting unless the interest is prejudicial. A personal interest is prejudicial if a member of the public with knowledge of the relevant facts would reasonably regard it as so significant that it is likely to prejudice your judgement of the public interest and it relates to a financial or regulatory matter)
- 3. Minutes of the meeting of the Council held on 26th September 2022** (circulated to councillors)
To determine whether the Minutes are an accurate record
- 4. Vacancy for a Parish Councillor**
To note the resignation of former Councillor Jolly and the statutory requirements to elect a successor and to allocate the responsibilities she undertook in respect of footpaths, benches, planters and bins.
- 5. Police Report**
To note and consider the report received
- 6. Finance**
 - a) To receive and consider accounting statements;*
 - b) To note and authorise cheques*
 - c) To be updated concerning audit arrangements for 2022-2023*
 - d) To consider application of the budget provision for Christmas lights*
- 7. Budget for 2023/24**
To consider the Budget and the level of precept for the next financial year.
- 8. Asset Inspections**
To consider the reports in respect of asset inspections and note the need for further inspections by end of December and in conjunction to consider a resolution under s137 Local Government Act 1972 for re-filling the grit bins

9. Make a Difference Grant Funding – Jubilee Garden

To consider progress with the strategy for development of the area proposed immediately outside the play area including approval of items of expenditure as previously budgeted and quoted

10. Parish Portal

Feedback on the use of the portal to be given

11. Registration of Community Assets

To receive verbal updates pursuant to Minute 2209.10

12. Request to Install a Bench with Memorial Plaque

To receive a verbal update pursuant to Minute 2209.12 and to give preliminary consideration to a Memorials Policy.

13. Recruitment of a New Parish Clerk

To note the steps taken and agree an ongoing strategy

14. Email Communications

A verbal update pursuant to Minute 2209.06 to be given.

15. Planning applications

- a) *To report on outcome of applications numbered 22/02063/FUL (Dragonstone, Raby Lane), 22/01906/FUL and 2201907 FUL (Manor House Farm)*
- b) *To consider observations to be made (if any) in relation to applications numbered 220227/FUL and 220228/LBC (Old Vicarage)*
- c) *To receive a verbal account of the meeting attended by various Parish Councillors with the proposed developer of the Bungalow Farm site relating to village drainage*

16. Public Participation

17. Date and time of the next meeting

9th January 2023 at 7.30pm is proposed

18. Any other business (urgent or not requiring debate or decision)

Primarily to inform the clerk of items for inclusion on the next agenda

Mrs J Kilsby

Clerk to the Parish Council

8th November 2022

At the Chair's discretion and to reflect the level of public response, the running order of agenda items can be altered

SEE OVER FOR SUPPLEMENTARY INFORMATION

Supporting Information

5 No report has been received since that for period to 12th September 2022

6. Finance

6a Accounting Statement at 8 November 2022

		£ 9,743.89	£ 2,988.46
<u>add</u>			
Income			
Interest on Premium Account			£ 1.15
Parish Precept - Instalment 1	£ 3,501.50		
Parish Precept - Instalment 2	£ 3,501.50		
Public Donation	£ 500.00		
VAT reclaim		£ 7,503.00	
		£ 17,246.89	£ 2,989.61
<u>less</u>			
Transferred to Premium Account		-£ 9,677.00	£ 9,677.00
Transferred to Community Account		£ 2,989.61	-£ 2,989.61
		£ 10,559.50	£ 9,677.00
<u>less</u>			
Actual Expenditure			
1. Gross Wages	£ 858.69		
2. Contractors	£ 1,653.60		
3. Services	£ 94.00		
4. Sundries	£ 239.12		
5. Insurance	£ 257.60		
6. Repairs/Maintenance	£ 496.12		
7. Rental	£ -		
8. Subscriptions/Training	£ 261.00		
9. Asset Purchases	£ -		
		£ 3,860.13	
		£ 6,699.37	

Bank Reconciliation at 8 November 2022

Current Account balance as statement		£ 6,837.21	
<u>add</u>			
Payments not yet cleared:	£ -	£ -	
<u>deduct</u>			
Cheques not yet presented for payment	£ 137.84	£ 137.84	
Reconciled balance - Current Account		£ 6,699.37	
<u>add -Premium Account balance</u>		£ 9,677.00	
		£ 13,228.18	

List of Cheques to be Noted/Authorised

Invoice Date	Description	£	Authority
*03.10.22	CE&CM Walker grasscutting -	254.40	Highways Act 1980, s96 and Open Spaces Act 1906, s10(b)
*23.09.22	Sam Turner (reimburse Cllr Simpson)	122.67	Public Health Act 1875 s 164; Local Govt Act 1972 Sched 14 para 27; Local Government (Miscellaneous Provisions) Act 1976 s19;
*25/29.09.22	HMLR fees(reimburse Cllr Simpson)	84.00	Local Government Act 1972, s111(1) section 89 (2) (b) Localism Act 2011
* -	Clerk's Wages - October	122.67	Local Government Act 1972, s112(2)
1.11.22	CE&CM Walker - grasscutting	127.20	Highways Act 1980, s96 and Open Spaces Act 1906, s10(b)
	Clerk's wages November and arrears following pay award	207.98	Local Government Act 1972, s112(2)
21.10.22	Paddock Farm winter bedding (reimburse Cllr Simpson)	29.70	Highways Act 1980, s115B and Open Spaces Act 1906, s10(b)

NB * cheques despatched by Clerk/RFO using authority from Minute 2104.06 to write cheques for signature by 2 councillors

6d

The budget makes provision for the sum of £50 in respect of Christmas lights.

7 Budget

A spreadsheet showing the relevant information is being provided separately

8 Asset inspections

A report is being circulated separately summarising the regular inspections undertaken

13 Recruitment of a Clerk

1. The Associations advise that as part of the council's membership of the YLCA they can circulate an email to councils in the Hambleton area to ask anyone interested in a locum clerk role to contact the council direct. For this they would just need basic information such as a potential start date and number of hours (the pay would be negotiated as the role is temporary).
2. They could also circulate to their colleagues in the County Durham Association of Local Councils if this would be useful. If this is something we would like YLCA to do, I need to respond with a further comment using their ticket system.
3. Additionally, the YLCA can publish an advert for a locum clerk on their website and promote the vacancy in the weekly bulletin for a fee of £15. If this is something the council would be interested in, we need to submit a job advert suitable for publishing to admin@yorkshirelca.gov.uk <<mailto:admin@yorkshirelca.gov.uk>>.
4. As well as advertising the vacancy locally, we may circulate the advert to local community groups and ask North Yorkshire County Council or Hambleton District Council if they would advertise the vacancy on their vacancies page. Alison spotted a recent advert for a similar vacancy in the D & S times - I've sent an email to them asking how to apply/cost of advert.

5. The SLCC has a locum clerk service which can be accessed by contacting the SLCC direct. Further information can be found on the SLCC website SLCC | Locum & Interim Services <<https://www.slcc.co.uk/locum-interim-services/>>. I am told this service is a very expensive option and should be a 'last resort'.

In addition to YLCA advice, the advert is displayed on noticeboard and website and in the latest edition of the Parish Magazine. A request has been made that it be circulated via various village Facebook pages..

17 Planning

See Hambleton District Council's planning website for full details

19 Date of Next meeting

The second Monday in January (9th January 2022) is proposed pursuant to Minute 2205.14