

ARKENGARTHDALE PARISH COUNCIL

In accordance with *The Local Authorities (Coronavirus) (Flexibility of Local Authority Meetings) (England) Regulations 2020*, a remote

Annual Parish Council Meeting

will be held via Zoom on

Tuesday 4 May 2021 at 8pm

Agenda

1. **Welcome**
2. **Declarations of Interest**
Councillors to declare any interests in accordance with the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012 in relation to this meeting.
3. **Apologies for absence**
4. **Election of Chair**
 - 4.1 To elect the Chair for the forthcoming year.
 - 4.2 The Chair to sign the Declaration of Office form.
5. **Election of Vice Chair**
To elect the Vice-Chair for the forthcoming year.
6. **Minutes**
To approve the minutes of the last meeting held on 1 March 2021 (*attached*)
7. **Maintenance arrangements**
To review the remuneration for the following arrangements:
 - 7.1 Grass cutting;
 - 7.2 War memorial maintenance;
 - 7.3 Seat and bench repairs.
8. **Clerk's Salary and Expenses**
To agree the clerk's salary for 2020/21 and to note current level of expenses.
9. **Banking arrangements**
To agree the banking arrangements for the year and to agree any changes to the nominated signatories.
10. **Asset register**
To note the Asset Register dated 31 March 2021 and to agree the proposed means of valuation (*attached*).
11. **Insurance Cover**
 - 11.1 To note the proposed insurance cover and decide whether it is adequate.
 - 11.2 To agree the payment of the Insurance Premium.

12. Annual Governance and Accountability Return for the Year ending 31 March 2021

12.1 To receive a Statement of accounts to 31 March 2021 and to agree exemption from audit;

12.2 To approve Section 1 (Annual Governance Statement 2020/21) of the Annual Return;

12.3 To approve Section 2 (Accounting Statements 20/21) of the Annual Return;

12.4 To confirm that the Clerk is the Responsible Finance Officer for 2021/22;

12.5 To note and approve the reserve held for seat maintenance and being held for a post-pandemic community event.

13. Financial Regulations

To note the Financial Regulations and to agree any changes (attached).

14. Appointment of Internal Auditor.

To appoint an Internal Auditor for the year and agree the level of remuneration.

15. Budget for Financial Year 2021/2022

To agree the budget for the year (to follow)

16. Payments and receipts

To approve the following payments:

• VisionICT website hosting 05/2021-04/2022 (paid in March)	£210.00
• S Dray salary March & April	£334.08
• Steve Coleman/Allan Richardson Seat maintenance (2 seats)	£400.00
• YLCA annual membership (paid in April)	£126.00
• Rowena Hutchinson Memorial Maintenance 2021	£ 40.00
• S Dray expenses 2020/21 consumables/stationery	£ 11.15
• Barker Partnership Annual payroll services	£216.00

To note the following receipts:

- RDC grant for new printer (75% of cost)	£75.00
- RDC precept	£4100.00
- Northern Powergrid wayleave	£60.00

17. Standing Orders

To review the Standing Orders dated 11 January 2020 (attached)

18. Record Management Policy

To review and approve the revised Record Management Policy dated 26 April 2021 (attached)

19. Data Protection Policy

To review and approve the revised Data Protection Policy dated 26 April 2021(attached)

20. Correspondence received

- 20.1 To note the police reports for March and April 2021;
- 20.2 To note emergency legislation allowing remote meetings ends 7 May 2021, and to consider a request from YLCA to respond to consultation to inform future legislation;
- 20.3 To note the new LGA code of conduct recommended by NALC and to consider adopting it;
- 20.4 To consider a BT proposal to remove the public phone at CB Terrace and to feedback a response to the County Councillor and to RDC before 1 June;
- 20.5 To note publicity from Dementia Forward for dementia training for businesses and groups in the Reeth area in May 2021;
- 20.6 To consider a request from Friends of the Dales to take part in a campaign to *Protect Our Verges*;
- 20.7 To note publicity from Richmondshire Climate Action Partnership for energy volunteers;
- 20.8 To note criteria and entrants list for the Richmondshire Rotary Best Kept Village competition, and that judging will take place in the first two weeks of July.

21. Planning

To consider the following proposals:

- 21.1 Erection of porch to south elevation at **Spion Kop House**, Whaw. 6RR – R/01/133C. Deadline for comments: 30 April 2021. (No objections were agreed by email and a statement of support was submitted on 26/4/21).
- 21.2 Full planning permission for change of use to a single dwelling, including Bed & Breakfast use (2 bedrooms), erection of car port with studio/classroom space above and installation of air source heat pump at **Arkengarthdale Church of England Primary School** – R/01/29E. Deadline for comments: 6 May 2021.
- 21.3 Planning permission for erection of two storey and single storey extensions to the rear, part replacement of Mill roof to the rear (linked with new cat-slide to form an extension to the Mill roofline); reinstatement of the exiting water source into the Mill to its original full length; proposed full height glazing added to the south facing gable; erection of single storey extension to the front elevation with two conservation sky lights; alteration to the adjacent outbuilding; repair and replace roof to the Miller's Cottage front elevation; provision of two new conservation sky lights and internal alterations to reconfigure the layout of rooms and staircases at **The Corn Mill**, Arkengarthdale – R/01/41D. Deadline for comments: 13 May 2021.

To note the following decisions:

- 21.4 Variation of Conditions at **Spence Intake**, Arkengarthdale, R/01/108C: Approved – Conditional.

22. Highway matters

- 22.1 To note works to A66 Appleby Bypass between April and November 2021
- 22.2 To note Whaw road closure between 26-30 April for installation of telecommunications mast;
- 22.3 To note road closures on A6136 for resurfacing at Longwood Bank, Richmond on 11 May 2021 and Catterick Road, Catterick Garrison on 9 May 2021.

23. Local matters

23.1 Polling station: To consider a petition to retain Arkengarthdale Polling station at St Mary's Church;

23.2 Obstructions and parking: to consider a complaint from a resident about the obstructions caused by skips and vehicles on the road at the old Methodist Chapel near High Green and off-road parking as a planning requirement;

23.3 Footpath closures: to note extensions to temporary closure orders for footpaths at the Wood House and Punchard Gill bridges for 6 months until 21 September 2021.

24. Meeting dates 2021/22

To note and approve the following dates for Parish Council meetings in 2021/22

- Monday 5 July 2021
- Monday 6 September 2021
- Monday 1 November 2021
- Monday 10 January 2022
- Monday 7 March 2022
- Monday 9 May 2022 (Annual Parish Council meeting & Annual Parish Meeting)

(Face-to-face indoor meetings will resume by law from 17 May 2021 and will take place in St Mary's Church vestry.)

The public and the press are cordially invited to be present.

Please contact Cllr Stephen Stubbs (Chair) if you would like to receive an invitation to this meeting:
stephenstubbs1@gmail.com