**ARKENGARTHDALE PARISH COUNCIL**

Minutes of a meeting held in St Mary’s Church, Arkengarthdale Monday 16th May 2022 7.10 pm

**MINUTES**

**Present:** Councillor S Stubbs (Chair); Councillor P Harker (Vice-Chair); Councillor R Stones; Councillor S Atkinson; and Councillor N Barningham.

**In attendance:** L Bridge (Clerk)

**01 Election of Officers and Declarations of Acceptance**It was proposed by Councillor P Harker and seconded by Councillor N Barningham, and unanimously agreed that Councillor Stubbs be the Chairman for the coming year.

It was proposed by Councillor R Stones and seconded by Councillor S Atkinson, and unanimously agreed that Councillor P Harker by the Vice-Chair for the coming year.

**02 Appointment of a Parish Councillor, as a voting representative of the Parish Council, at the YLCA Branch Meetings in their area.**This was discussed and moved to revisit this item next month as the clerk found information.

**03 Apologise for absence and approve reasons for absence.**Apologise and reasons for absence were approved for District Councillor R Good and County Councillor Y Peacock.

**04 To receive any declarations of interest not already declared under the Council’s code of conduct or Member’s Register of Disclosable Pecuniary Interests.**  
None.

**05 Appointment of the Clerk**The clerk was appointed with the salary remaining at the current rate and all **reasonable** expenses being reimbursed.

**06 Minutes of the last Annual Meeting of the Parish Council.**The minutes of the last Annual Meeting of the Parish Council were read and approved as a true and correct record.

**07** **Minutes of the last General Meeting of the Parish Council**

The minutes of the last meeting of the Parish Council on 4th April 2022, were read and approved as a

True and correct record.

**08 Banking arrangements**.

It was agreed that the banking arrangements and the nominated signatories would remain as last year.

**09/21 Public Session**There were no members of the Public.

**10 Annual Governance and Accountability Return (AGAR) for the year ending 31 March 2022**

10.1 It was noted that Arkengarthdale Parish Council was exempt from external audit for the year 2021/22 as its annual turnover had not exceeded £25,000. The Certificate of Exemption was signed at the meeting.

10.2 The Annual Internal Audit Report for 2021/22 included at page 4 of the Annual Governance and Accountability Return 2021/22 was received and noted.

10.3 The Annual Governance Statement 2021/22 (Section 1) on page 5 of the Annual Governance and Accountability Return 2021/22 was approved and signed at the meeting.

10.4 The Accounting Statements 2021/22 (Section 2) on page 6 of the Annual Governance and Accountability Return 2021/22 were approved and signed at the meeting.

10.5 In accordance with the Accounts and Audit Regulations 2015, the Local Audit (Smaller Authorities Regulations 2015, and the Transparency Code for Smaller Authorities it was resolved that the following documents would be published on the Parish Council website

* Notice of the publication of the unaudited annual governance and accountability return.
* Annual Internal Audit Report 2021/22
* Section 1 – Annual Governance Statement 2021/22
* Section 2 – Accounting Statements 2021/22
* Analysis of variances
* Bank reconciliation to 31 March 2022
* Notice of the period of the exercise of public rights and other information required by Regulation 15(2), Accounts and Audit Regulations 2015. It was agreed that the commencement date for the exercise of public rights would be 13th June 2022 for a 30 working-day period until 22 July 2022.

10.6 Councillors thanked David Williams for undertaking the internal audit and it was agreed that a donation of £50 would be made to the Two Dales Junior Football Club, with a letter of thanks.

**11.1 Maintenance Arrangements – Grass Cutting**

These were reviewed and voted on to maintain the Grass cutting amount of £800.00 for the year, checking with Steve Coleman that this will be sufficient with current fuel and price increases. An additional job would be to strim around the benches twice a year.

**11.2 War Memorial Maintenance**

It was voted on to continue with the current amount of £40.00.

**11.3 Seat and Bench repairs**

It was decided to contact Alan Richardson for a review of repairs still to do and then decided the budget. **Ongoing**

**12 To receive information on the following ongoing issues and decide further action where necessary:**

12.1 **5G MANY Project**

It was noted that there are possible planning issues with the National Parks which are delaying the submission of the planning application.

**12.2 Letter to Rishi Sunak to persuade EE to provide a commercial mobile signal**

It was noted that there has been no response so far.

**12.3 Email to Rishi Sunak to enquire about the delay in fibre installation.**

It was noted that the clerk had contacted Rishi Sunak about this and asking for any updates.

**12.4 Church Grant Application**

The service level agreement was considered along with a report from Mark Wickham. It was decided more information was still required and there were issues to deal with.

**12.5 Queen’s Platinum Jubilee 2022**

It was requested that the clerk chase for updates about the land registry enquiry.

**12.6 Two Ridings Community Foundation – Flood Recovery Grant**

It was noted that the clerk had signed on behalf of the Council acceptance of the £2,000.00 grant funding. Also asked if they required anything further and when funds might be received.

**12.7 Garbutt’s Cottage, The Green, Langthwaite Streetlight no 3.**

It was noted there are no further updates.

**12.8 Riverside/wall at Whaw, 1011009253520**

It was noted that the item was closed in error by Highway and they are planning a complete rebuild of the wall.

**12.9 Drainage between Arkle Town and Langthwaite**

It was noted that jetter availability was holding things up, but should be done in May.

**12.10 Eskeleth Bridge Stones and Road Furniture**

It was noted that Highways are waiting for an order of coping stones to finish the wall.

**12.11 Election**

Further information has become available that all expenses incurred due to election costs will be paid by the individuals and not the parish council.

Thanks to Jemima Stubbs from the councillors for her assistance.

**13. To discuss and approve other parish council policies**

This was considered and delayed to the next meeting due to the policy not being received.

**14. New Planning Applications**

**14.1** Planning permission for Fair View, Langthwaite, Richmond DL12 6EY R01/160B were considered and supported.

**15. Planning Decisions/information.**

None.

**16. Matters requested by Councillors.**

It was noted that the pothole at the cattle grid above the CH yard heading up the dale, had been reported.

**17. Matter requested by the clerk.**

**17.1** The explanation of Underpay in Error was considered and approved by all councillors.

**17.2** The setting up of a standing order for the clerks’ salary was considered and approved by all councillors.

**17.3** It was considered for the clerk to publish something for the Gazette and Facebook about the purpose of a Parish meeting and the councillors voted that this would be better done closer to the next Annual Parish Meeting.

**17.4** The future meeting dates were considered and approved.

**18. Financial Matters.**

**18.1.** A request for a donation towards a Commemorative Jubilee Bonfire Party was considered and approved by all councillors.

**18.2** To consider a request to release the Hamper fund (£485.00) to the Sports Assoc. now they are up and running and may require it for the Bonfire Party was considered and approved that the money be returned.

**18.3 To resolve to make the following payments:**

L Bridge April & May Salary £365.40

L Bridge Underpay in Error £280.82

Barker Partnership Annual Invoice for Payroll £259.20

Simply Print Election Leaflets printing Not Required.

Zurich Insurance Renewal Insurance invoice £257.60

Rowena Hutchinson Memorial Maintenance 2021-2022 £40.00

Rowena Hutchinson Jubilee Gift, War Memorial Caretaker £25.00

Jubilee Beacon Party Donation toward Jubilee Bonfire £70.00

Party Commemorative book

Jubilee Beacon Party Hamper fund to Sports Assoc £485.00

**18.4. To note the following receipts**

Richmondshire District Council Precept £4,300.00

Northern Powergrid Wayleave £60.00

Bank Balance as at 08/05/2022 £9,144.90

Reserve Bank Account which contains £1,618.86

Hamper Fund (ASA) £485.00

. It agreed not to participate in the campaign.

**19. Highway**

**19.1** It was noted that there was a road closure at High Bridge, Hoggarths, Keld due to bridge and parapet repairs.

**20. Streetlights**

No updates.

**21. To consider the following new correspondence received, and decide action where necessary:**

**21.1** The next Crime and Fire Commissioner meeting was noted

**21.2** The request to report the gully opposite Low Seal House was noted and reported.

**21.3** The Two Dales Crime Report for April was noted.

**22. District Report**

**None**

**23. County Council report**

**None**

**24. Future meetings**

The date of the next meeting, Monday 6th June 2022, in St Mary’s Church at 7pm.

The meeting closed at 20.56 pm.