

**ARKENGARTHDALE PARISH COUNCIL**

Minutes of the **Annual General Meeting** held at  
Arkengarthdale Church of England Primary School  
Monday 13 May 2019 at 8.00pm

**MINUTES**

**Present:** Councillor S Stubbs (Chair); Councillor P Lundberg (Vice-Chair); Councillor J Watkins;  
Councillor P Harker; Councillor R Stones; Councillor J Blackie.

**In attendance:** S Dray (Clerk to the Parish Council)

**Apologies for Absence:** Councillor R Good

**01/19 Election of Officers**

- 1.1 It was proposed by Cllr Watkins and seconded by Cllr Harker and unanimously agreed that Cllr Stubbs be the Chairman for the coming year;
- 1.2 It was proposed by Cllr Stubbs and seconded by Cllr Stones and unanimously agreed that Cllr Lundberg be the Vice Chairman.

**02/19 Appointment of Clerk**

It was proposed by Cllr Stubbs and seconded by Cllr Lundberg and unanimously agreed that Ms. Susan Dray be appointed Clerk at a salary of £1,219.20.

**03/19 Statement of Accounts**

The accounts were produced and approved for the year ended 31 March 2019. It was agreed that the Annual Governance and Accountability Return would be approved, and the certificate of exemption from audit would be signed, at the next meeting when the AGAR had been finalised.

**04/19 Minutes**

The minutes of the Parish Council meeting held on Monday 4 March 2019 were confirmed as a correct record by the Council and signed by the Chair.

**05/19 Matters arising**

There were no matters arising not otherwise on the agenda.

**06/19 Affordable Housing**

- 6.1. Councillors received a report from Cllr Blackie on the funding already secured, and on further funding possibilities for the Affordable Housing Project;
- 6.2. Councillors heard that Homes England, the government's statutory body for affordable housing, had been approached and that funds had been requested, but these were notoriously difficult to secure. It was hoped that funds might be obtained with the support of NYCC and RDC over the summer.

**07/19 Police Report**

The police reports for March and April 2019 were noted.

**08/19 Litter bins in Langthwaite car park**

Councillors considered the poor state of the waste and recycling enclosure in the car park. It was noted that RDC had recently tidied up the enclosure, but that this had not adequately solved the problem. It was agreed that the enclosure needed to be mended and, ideally, enlarged and/or the bins needed to be emptied more frequently. RDC would be contacted again. **[Action: SD]**

**09/19 YDNPA parish member nominations**

It was noted that Cllr Watkins would be standing in the YDNPA election for parish member. It was unanimously agreed to support his application.

**10/19 Richmondshire Area Partnership Funding Scheme**

Councillors considered the Scheme and noted the deadline of 5 August 2019.

**11/19 Planning matters**

The council noted the following:

- 11.1 Conditional approval for application R/01/126B at Pepper Hall, Arkengarthdale;
- 11.2 A letter of notification from Brian Hodges Planning Services informing the Parish Council of a forthcoming planning application at Arkle Barn, Langthwaite, requiring access over a piece of track which was owned by the Parish Council. Cllr Stubbs declared an interest in this item, and councillors noted that the letter was merely informative and did not request any action.

**12/19 Financial matters**

- 12.1 The following payments were approved:

YLCA	Annual Membership	£121.00
Arkengarthdale School	Room hire March 2019	£ 15.00
S Dray	2018-19 expenses	£ 27.24
VisionICT	Website development	£720.00
S Dray	pro rata salary 2018/19	£900.00

- 12.2 The following receipts were noted:

NYCC	Locality Grant	£ 720.00
YDNPA	Sustainable Dev.Fund	£ 771.83
RDC	Parish Precept 04/19	£1450.00
Northern Powergrid	wayleave	£ 60.00

- 12.3 It was agreed to pay The Barker Partnership accountants an annual fee of approximately £170 to manage payroll and PAYE/HMRC, and to change the payment schedule for the Clerk from annual to monthly. HMRC were requesting £368.54 relating to the £900 lump sum paid to the Clerk at the end of the tax year. It was agreed that this should be queried and, if required, approval was given for it to be paid. [Action: SD]

### **13/19 Road repairs**

Councillors heard that Steve Barker (NYCC) had offered to arrange a site meeting with the owner of Kitley Cottage and Cllr Watkins, but this had not yet taken place. Steve Barker would be reminded about the meeting and it was suggested that a site meeting could take place on the same day as one being arranged with Reeth Parish Council, and also take in the road conditions at Whaw Lane End, by the war memorial and on Stang Lane. **[Action:SD]**

### **14/19 Arkengarthdale Parish Council Website**

Councillors heard from Cllr Watkins that the Parish Council Website had been made live but was still a work in progress. The online 'notice board' was already a useful resource and the relevant Council documents would be made available for transparency purposes in due course. It was agreed that a Parish Council Facebook page was not necessary.

### **15/19 Northern Powergrid wayleave**

It was noted that the Parish Council did not appear to be receiving wayleave payments for the electricity pole on parish council land on High Green, Langthwaite. Enquiries would be made with Northern Powergrid. **[Action:SD]**

### **16/19 Meeting venue and dates for 2019/20**

- 16.1 The Council heard that the Church had been approached about the use of the parish room for meetings and the Chair was waiting to hear about a decision;
- 16.2 It was agreed that Parish Council meetings would take place every two months on the following dates in 2019/20:

Monday 1 July 2019

Monday 2 September 2019

Monday 4 November 2019

Monday 6 January 2020

Monday 2 March 2020

Monday 11 May 2020

The meeting closed at 10.25 pm.