

ARKENGARTHDALE PARISH COUNCIL

Minutes of a meeting held at
Arkengarthdale Church of England Primary School
Monday 1 July 2019 at 8.00pm

MINUTES

Present: Councillor S Stubbs (Chair); Councillor P Lundberg (Vice-Chair); Councillor P Harker;
Councillor J Watkins; Dist. Councillor R Good.

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

Apologies for Absence were received from Councillor R Stones

17/19 Declarations of interest

17.1 Councillor Stubbs declared an interest in Item 29/19.2 below.

17.2 Councillor Watkins declared an interest in Item 21/19 below, and did not participate in the ballot.

18/19 Minutes

The minutes of the Parish Council AGM held on Monday 13 May 2019 were confirmed as a correct record by the Council and signed by the Chair.

19/19 Matters arising

There were no matters arising not otherwise addressed on the agenda.

20/19 Annual Governance & Accountability Return

20.1 The AGAR was presented and it was resolved that Arkengarthdale Parish Council was exempt from external audit for the year 2018/19 as its annual turn-over did not exceed £25,000. The Certificate of Exemption was signed;

20.2 The Annual Internal Audit Report for 2018/19 included at page 4 of the Annual Governance and Accountability Return 2018/19 was noted;

20.3 The Annual Governance Statement 2018/19 for Arkengarthdale Parish Council (Section 1, page 5 of the Annual Governance and Accountability Return 2018/19) was approved and signed;

20.4 The Accounting Statements 2018/19 for Arkengarthdale Parish Council (Section 2, page 6 of the Annual Governance and Accountability Return 2018/2019) were approved and signed;

20.5 It was resolved that, in accordance with the Accounts and Audit Regulations 2015, the Local Audit (Smaller Authorities) Regulations 2015 and the Transparency Code for Smaller Authorities, Arkengarthdale Parish Council would publish the following documents on a public website :

- Certificate of Exemption;
- Annual Internal Audit Report 2018/19;
- Section 1 – Annual Governance Statement 2018/19;
- Section 2 – Accounting Statements 2018/19;
- Analysis of variances;
- Notice of the period for the exercise of public rights and other information required by Regulation 15 (2), Accounts and Audit Regulations 2015.

20.6 Councillors thanked David Williams for undertaking the internal audit and it was agreed that a donation of £50 would be made to the 2 Dales Junior Football Club.

21/19 National Park Authority – Parish member vacancy

21.1 A ballot paper for a parish member vacancy had been received from the YLCA. Councillors were asked to vote for one nominee. Copies of the three candidates' nomination statements had been circulated prior to the meeting. Cllr. Watkins was one of the three councillors standing.

21.2 It was proposed by Cllr. Stubbs and seconded by Cllr. Harker that the Council vote for Cllr. Watkins. Councillors were unanimous in this decision and YLCA would be informed of the Parish Council's vote for Cllr. John Watkins. **[Action: SD]**

22/19 Dales Police Report

The Police Report for June 2019 was noted.

23/19 Affordable Housing Project funding

23.1 Correspondence from Cllr. Blackie relating to the bureaucracy underpinning funding opportunities offered by Homes England was noted;

23.2 It was proposed by Dist. Cllr. Good that he contact Homes England to express support for the Affordable Housing Project, and this was agreed.

23.3 The RDC report on community led housing was noted.

24/19 Local Green Spaces

A consultation document from RDC requesting help in identifying Richmondshire's green spaces outside of the Yorkshire Dales was noted.

25/19 Pensions Regulator

Councillors noted the legal requirement that the Parish Council, as an employer, enrol in the Pensions Regulator, and that this would be done before the deadline for declarations on 31 July 2019. **[Action: SD]**

26/19 Unlicensed textile collections

A request from RDC to raise awareness about fraudulent charity textile collections was noted. Information had been placed on the notice board in Langthwaite and would also be placed on the Council's website. **[Action:JW]**

27/19 Parish Council website

27.1 A report was received from Cllr. Watkins on the development of a grant application to the Richmondshire Area Partnership Fund for a dedicated lap-top for web-editing with multisite Microsoft and anti-virus software licences that would be shared with the Clerk's laptop. If successful, the grant would cover 75% of the costs. It agreed in principle that the Parish Council would cover the remaining 25% of the costs, which would be in the region of £200.

27.2 A completed monitoring form for the NYCC website development grant was presented, approved and signed. This would be submitted to NYCC now that the project had been completed. **[Action: SD]**

28/19 NYCC Highways site visit

28.1 Councillors heard that a site visit by NYCC Highways, which had been scheduled for 24 June to consider the road to Kitley Cottage from Seal Houses as well as various road repairs and drain-related issues in the dale, had been cancelled by Highways.

28.2 The clerk was waiting to hear from Highways, who had agreed to arrange a new date for a site visit that would also be convenient for Cllr John Blackie to attend.

29/19 Planning matters

The council noted the following:

29.1 Conditional approval for application R/01/147A, The Old Butcher's Shop, Langthwaite;

29.2 Planning application for R/01/137A, Arkle Barn, Langthwaite for conversion and extension of the barn for local occupancy.

30/19 Financial matters

The following expenditure was approved:

Arkengarthdale School	room hire 13/5/19	£15.00
VisionICT	website training	£90.00
John Hall	website tutoring for Cllr Watkins	£50.00
S.Dray	salary 3 months (1/5-1/7)	£304.80

Barker P/ship	salary preparation April 2019	£18.00
HMRC	for 2017/18 lump sum salary	£368.54
Simon Atkinson	IT support	£20.00

31/19 Phone mast at Seal Houses

- 31.1 Councillors took into consideration the objections of a lattice pole and had no objection to the monopole mast providing EE would install the extended area services on the same mast as the emergency services network;
- 31.2 It was agreed that Cllr. Stubbs would contact Rishi Sunak for clarification on EE's position on this. **[Action: SS]**

32/19 Future Parish Council meeting venue – St. Mary's Church

- 32.1 Councillors noted a letter from John Sparke, DCC Secretary of St. Mary's District Church Council, Arkengarthdale, kindly offering the use of the vestry (or the choir stalls, depending on the number attending) for Council meetings six times a year for a fee of £15 per meeting.
- 32.2 It was agreed to accept the offer, and the Church Council was thanked. A letter of thanks and a list of Parish Council meeting dates would be sent to the Secretary. **[Action:SD]** Cllr. Lundberg would arrange a key.**[Action:PL]**

33/19 Waste enclosure in Langthwaite car park

- 33.1 Councillors noted the response from RDC Waste and Street Scene Manager on 5 June 2019 stating that they were in the process of getting quotes for the expansion and repair of the site. It was expected that works would be completed in the "next month or so".
- 33.2 It was noted that as of 1 July, nothing had as yet been done, and agreed that the site would be monitored over the next few weeks. **[Action: all]**

34/19 Northern Powergrid wayleave

The Council heard that enquiries made with Northern Powergrid regarding the missing wayleave payment for 1 pole had generated more questions, with Northern Powergrid identifying an agreement for 7 poles, 3 stay wires and underground cable, with little clarity from Northern Powergrid as to whether some of the items had since been moved. Northern Powergrid had requested a map of Parish land and this would be forwarded to them. **[Action:SS/SD]**

35/19 School buildings and playing field

- 35.1 The Council had received two letters relating to the school closure and the future ownership of the school buildings and the playing field:

- A letter from Matthew Kettlewell, Sites Officer of the Strategic Planning Team of NYCC , requested that the Parish Council consider whether or not they would be willing to accept the transfer of the covenant on the grassed playing field to retain it for public use;
- A letter from David Williams explaining the situation with the playing field and suggesting that the Parish Council consider holding a public meeting to identify what support there is from the community to work with the Church to retain the school building for the community.

35.2 The following was agreed in discussion:

- The Parish Council would be interested in accepting the transfer of the covenant for the playing fields for public use and NYCC would be informed and asked for the deeds to the playing field **[Action: SD]**;
- The playing field would be added to the Parish Council's public liability insurance as of 1 September, if the transfer of the covenant took place **[Action: SD]**;
- The Parish Council would call a public meeting after the school had officially closed on 31 August to identify support and ideas for working with Arkengarthdale Church to retain the school building as a community resource **[Action: SS/SD]**.

36/19 Parking at Waterfall View, Langthwaite

- 36.1 A letter had been received from a resident requesting stronger, clearer signage at the entrance to Storthwaite Lane by Waterfall View, to ensure that cars do not block the access.
- 36.2 It was agreed that the existing sign could be replaced with alternative wording and that the resident would be contacted to suggest a form or words that could be considered at the next meeting of the parish council. **[Action:SD]**

37/19 Land at The Old Butcher's Shop

- 37.1 A request had been received for the verge near the bridge into Langthwaite, outside the Old Butcher's Shop, to be kept tidy and the grass to be cut;
- 37.2 It was agreed that the ownership of this land would be looked into, as it was not thought to be Parish Council land. **[Action: PH]**

38/19 Date of next meeting – Monday 2 September 2019

The meeting closed at 21.45 pm.