

## ARKENGARTHDALE PARISH COUNCIL

Minutes of a meeting held remotely via Zoom in accordance with  
*The Local Authorities (Coronavirus) (Flexibility of Local Authority Meetings) (England) Regulations 2020*  
 Monday 6 July 2020 at 8.45pm (start delayed by 45 minutes)

### MINUTES

**Present:** Councillor P Harker; Councillor P Lundberg (Vice-Chair); Councillor S Stubbs (Chair); Councillor J Watkins; District Councillor R Good; County Councillor Y Peacock.

**In attendance:** S Dray (Clerk)

**Apologies for absence** were received from Councillor R Stones.

#### **17/20 Public session**

There were no topics raised by members of the public.

#### **18/20 Declarations of interest**

Cllr Stubbs declared an interest in item 29.1/20.

#### **19/20 Minutes**

The minutes of the meeting held on Monday 11 May 2020 were confirmed as a correct record by the Council. It was agreed that the Clerk would collect a signed copy from the Chair in the next few days.

#### **20/20 Annual Governance and Accountability Return 2019/2020**

- 20.1 It was noted that Arkengarthdale Parish Council was not exempt from external audit for the year 2019/20 as its annual turnover exceeded £25,000 on account of the flood-related contributions. The accounts would be sent to PKF Littlejohn LLP for external audit;
- 20.2 The Annual Internal Audit Report for 2019/20 included at page 3 of the Annual Governance and Accountability Return 2019/20 was received and noted. 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;
- 20.3 The Annual Governance Statement 2019/20 (Section 1) on page 4 of the Annual Governance and Accountability Return 2019/20 was approved, and would be signed the following week;
- 20.4 The Accounting Statements 2019/20 (Section 2) on page 5 of the Annual Governance and Accountability Return 2019/20 were approved, and would be signed in the following week;
- 20.5 In accordance with the Accounts and Audit Regulations 2015, the Local Audit (Smaller Authorities Regulations 2015, SI 2020/404 The Accounts and Audit (Coronavirus) (Amendment) Regulations 2020 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. It was agreed that the commencement date for the exercise of public rights would be 20 July for a 30 working-day period until 28 August 2020.
  - Annual Internal Audit Report 2019/20
  - Section 1 – Annual Governance Statement 2019/20
  - Section 2 – Accounting Statements 2019/20

- Analysis of variances
- Bank reconciliation to 31 March 2020
- Notice of the period of the exercise of public rights and other information required by Regulation 15(2), Accounts and Audit Regulations 2015.

### **21/20 Budget 2020/21**

- 21.1 The draft budget for the current year was considered and it was noted that owing to increased expenditure in recent years it was becoming increasingly difficult to operate within the current precept amount. It was agreed that an extraordinary meeting would be held on Monday 3 August to finalise the budget for 2020/21, and to consider the precept request for 2021/22 and the costs involved with maintaining the website. The Clerk would circulate budget breakdowns for the past two years prior to the meeting. **[Action: SD]**
- 21.2 Dist. Cllr Good offered to give £200 from his allowance to contribute to the Parish Council's expenses this year. Councillors expressed their thanks to Cllr Good for this generous offer.

### **22/20 Annual review of clerk's salary [Only Parish Councillors and the Clerk were present for this item]**

- 22.1 The clerk's salary was reviewed. Councillors considered a proposal to increase the number of contracted hours worked per month to 16 hours (an increase of 6 hours) until further notice. It was hoped that this would (a) account for the time required to do the job and (b) reimburse the clerk for 48 additional hours worked between April 2019 and March 2020. It was agreed that this arrangement would be reviewed in 12 months.
- 22.2 The Barker Partnership would be informed of the change to the payroll starting from 31 August 2020. **[Action: SD]**

### **23/20 Coronavirus community support**

- 23.1 It was noted that a funding application to the Yorkshire Dales Millennium Trust for £1360.80 for fuel costs to reimburse the Arkengarthdale volunteer drivers had been successful;
- 23.2 It was noted that a funding application to RDC for Personal Protective Equipment for the volunteer delivery drivers for £392.42 had been successful and that this would cover the outlay originally made by the Parish Council for the PPE;
- 23.3 It was noted that the offer made by the Parish Council of the 'Seat Maintenance' bank account to hold the pledged funds from the hamper/lamb count competition had been accepted and £485 had currently been pledged and lodged in this account.

### **24/20 Maintenance of cenotaph**

- 24.1 It was noted that payments towards the maintenance of the cenotaph had not been made since the retirement of the former clerk, and that payments for the years 2018/19 and 2019/20 were overdue.
- 24.2 It was agreed that a payment of £80 (£40pa) should be paid as soon as possible. **[Action: SD]**

### **25/20 Affordable housing**

It was noted that the Upper Dales Community Land Trust (UDCLT) (with support from RDC and Broadacres Housing Association) had submitted a bid for the School building to Charlton's Estate

Agency on 9 June with an explanation of the planned development and the rationale behind the bid. As yet no response had been received from the Parochial Church Council.

## **26/20 Flooding matters**

- 26.1 The completion of the flood-damaged road surface next to St Mary's Church was noted and thanks were expressed to Cllr Stones for organising the contractors;
- 26.2 A plan of action received from YDNPA on the forthcoming works to the foot bridges and rights of way in Arkengarthdale was noted. It was noted that work on Arkletown bridge was currently underway;
- 26.3 It was noted that the Two Ridings Community Foundation would soon be re-opening a call for applications for flood-resilience work.

## **27/20 Correspondence received**

The following correspondence were noted or considered:

- 27.1 An expression of thanks from the Royal British Legion's local representative was noted for the Parish Council's continued support at a difficult time for fundraising;
- 27.2 The police reports for June and July 2020 were noted;
- 27.3 A complaint from a resident about dog fouling on the footpath in Scar House Woods was considered. It was agreed that, as the woods were private property, the Parish Council did not have the authority to act;
- 27.4 The YLCA Richmondshire Branch Annual (remote) meeting held on 25 June 2020 was noted;
- 27.5 A survey on widening public participation organised by North Yorkshire County Records Office was noted;
- 27.6 A request for a representative of the Parish Council at future meetings of the Hambleton and Richmondshire Rural Transport & Access Partnership (RTAP) was noted. The likelihood of public transport for Arkengarthdale was considered, and it was noted by Cllr Peacock that NYCC were currently looking at demand in isolated areas.

## **28/20 NYCC Highways**

A site meeting with Highways was held on 2 June 2020. Cllr Stubbs had attended and reported that the list of issues previously identified by the Council had been viewed and discussed. It was noted that the pot holes on Eskeleth road were particularly urgent.

## **29/20 Planning matters**

- 29.1 Councillors noted the following planning decision:  
Planning application R/01/137A at Arkle Barn, Langthwaite - approved conditionally S106;
  - 29.2 Councillors considered the following planning applications:
    - Planning Consultation - application R/01/166 at Low Seal House, Arkengarthdale, for works to rear of existing dwelling, to include raising the roof of the rear lean-to, provision of new rear entrance door and glazing, internal alterations and drainage works. Councillors unanimously supported the application and a letter of support would be sent to Planning.
- [Action: SD]**

- Planning Consultation - application R/01/120A at Home Farm, Arkengarthdale, for erection of agricultural building for sheep housing. Councillors unanimously supported the application and a letter of support would be sent to Planning. **[Action: SD]**

### 30/20 Financial matters

30.1 The following expenditure was approved:

S.Dray	salary 2 months (May/June 2020)	£ 203.20
RBL	donation in lieu of wreath	£ 25.00
Bedale Motor Factor	PPR for volunteers	£ 392.42
R.Postlethwaite	reimbursement for flowers	£ 30.00
Volunteers	fuel reimbursements Mar/Apr/May	£ 393.75
L&D Construction	road surfacing (flood repair)	£10,987.82
2 Dales Junior FC	donation	£ 50.00
R Hutchinson	maintenance of Cenotaph	£ 80.00
Vision ICT	web accessibility statement	£ 45.00 +VAT

30.2 The following receipts were noted:

RDC	Coronavirus grant for PPE	£ 392.42
YDMT	Coronavirus grant for fuel costs	£1360.80
Pledges (Lamb Count)	Holding in Seat Maintenance a/c	£ 485.00

### 31/20 Website

- 31.1 A requirement to meet current web accessibility regulations was considered and it was agreed to accept an offer from Vision ICT to produce a web accessibility statement for the Parish Council website at a cost of £45 + VAT. Vision ICT would be informed. **[Action: SD]**
- 31.2 It was noted that the expenses associated with the website were considerable. The options for the future of the website would be discussed at the extraordinary meeting to discuss the budget on 3 August (item 21.1/20 refers).

### 32/20 Local matters requiring attention before the next meeting

- 32.1 Mobile phone network. A local pilot scheme for 5G was noted and it was agreed that it would be worthwhile finding out if Arkengarthdale was included in the scheme **[Action: YP]**
- 32.2 Future meetings. It was agreed that meetings would continue to take place via Zoom on the first Monday in each month where there was no formal meeting of the Parish Council until further notice.

### 33/20 Date of next meeting: Monday 7 September 2020.

An extraordinary meeting would be held on **Monday 3 August at 8pm** to consider the budget and precept requirement (Item 21.1/20 refers).

The meeting closed at 10.25pm.