

ASENBY PARISH COUNCIL

Draft

Minutes of the Annual Meeting of the above named Parish Council held on **THURSDAY 18TH MAY 2023** at Topcliffe and Asenby Village Hall at 7.00 PM

Present:-

Councillors M Sollitt (Chairman), S Hazelton, C Grimston

Parish Clerk P Palmer

No members of the public.

1) ELECTION OF CHAIRMAN

There were no nominations for the office of Chairman for the forthcoming year. Councillor Sollitt offered to act as Chairman for this meeting, and until the next meeting. This proposal was accepted unanimously.

2) ACCEPTANCE OF OFFICE

Councillor Sollitt accepted the role of Chairman until the next meeting.

3) ELECTION OF VICE CHAIRMAN

It was agreed that there would be no appointment of a Vice Chairman.

4) APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Cockburn and North Yorkshire Councillor Brown.

5) MINUTES OF PREVIOUS MEETING

It was proposed by Councillor Sollitt and seconded by Councillor Grimston that the minutes of the meeting held on Monday March 27th 2023 be accepted as a true and fair record and signed by the Chairman. All agreed.

6) DECLARATIONS OF INTEREST

There were no declarations of interest.

7) MATTERS ARISING AND PUBLIC PARTICIPATION

There were no matters arising and no public participation.

8) REPORT FROM EXTERNAL COUNCILLOR

As our North Yorkshire Councillor had submitted his apologies, there was no report.

9) ALLOTMENTS

The Parish Council has received a communication from one of the Trustees of the Rockcliffe Allotment Charity, posing the following questions:

- i) Does the Parish Council acknowledge that the allotment land is owned under the governance of the Parish Council ?
- ii) If “yes” to the above, why has the Parish Council not registered the land.
- iii) If “no” to the above, who does the Parish Council consider to be the owner of the land.
- iv) Could the Parish Council supply a copy of the Council minutes from 1/1/67 to 1/1/68 ?

After discussing the above, the Parish Council agreed to reply as follows:

- i) The Parish Council does not acknowledge that the land is owned under the governance of the Parish Council.
- ii) N/A
- iii) Asenby Parish Council is not independently aware as to who owns the land, other than any information held at the Land Registry.

- iv) The current Documentation Retention Policy includes the requirement to retain minutes. This policy is obviously not retrospective back to 1968, however the Parish Council will undertake its best endeavours to locate a copy, should one exist.

10) FOOTPATHS

Nothing to report.

11) PLANNING

No current planning matters.

12) PLAYING FIELD

It was agreed that a questionnaire will be formulated regarding potential future uses for the playground. It should be made available through copies in the bus shelter, notices posted throughout the village, an article and link in the Tattler, and links on the Asenby Facebook page and in Doug Allan's Sunday email.

13) VILLAGE MAINTENANCE

- i) A quotation of £450 has been received from Birch Tree Services for the work required to the lime tree. The quotation has been accepted subject to Birch providing details of their insurance cover.

Negotiations are still ongoing with Openreach regarding the chestnut tree and the potential fouling of the telephone line.

- ii) The Deer Shed festival organisers confirmed that this year's event will take place on 28-31 July, and they have provided a telephone number for any complaints regarding noise. This will be displayed on the village noticeboard and on the website.
- iii) Harrogate BC are providing details of a Pet Crematorium which they are opening at Stonefall Cemetery.
- iv) NYC are soon to be providing litter picking equipment for loan or purchase.

14) DEFIBRILLATOR

The Clerk confirmed that the defibrillator continues to be monitored weekly as recommended.

15) HGV MONITORING

In conjunction with Topcliffe PC, two days monitoring of HGV movements has already been carried out, and a further two are planned in the upcoming week.

16) FINANCE AND ADMINISTRATION

- i) The Annual Governance and Accountability Return (AGAR) for 2023 was approved.

Documents comprised:-

Certificate of Exemption
Internal Audit Report
Annual Governance Statement
Accounting Statements

- ii) Payments made as detailed in the minutes were approved, and the details of receipts were noted.
- iii)

HSBC Community Account balance at meeting date	£847.53
HSBC Business Money Manager balance	£8,055.83
- iv) It was agreed that the bank mandate should be updated to reflect the present membership of the Council.
- v) The newly formed North Yorkshire Council is formulating a Code of Conduct for Councillors which will be circulated when received.
- vi) It was noted that the current Clerk /RFO was looking to retire from the post in the near future.
- vii) The Council has received the necessary clearance from HBC to seek to co-opt an additional Councillor.

Date of next meeting to be arranged.