

Minutes

Little Smeaton Parish Council Meeting 20 March 2024 Community Room, Kirk Smeaton

Present: Cllr G Ivey (Chair), Cllr C Atkinson (Vice Chair), Cllr A Hancock, Cllr J Howdle, B Smith (Clerk)

1. Apologies

- 1.1 Cllr Carpenter sent his apologies.
- 1.2 Cllr Carpenter's apologies accepted.

2. Declarations of interest

- 2.1. A possible declaration of interest was received by Cllr Atkinson for item 6 on the agenda.
- 2.2. No applications for dispensation were received.

3. Minutes from previous meeting

- 3.1 The minutes of the meeting held on 17 January 2024, were agreed as a true and correct record Proposed Cllr Atkinson, Seconded Cllr Hancock. All agreed. Signed by Cllr Ivey.
- 3.2 Review Previous Actions.
Items 11.1 and 13.1 still outstanding.

Minute	Action	Cllr/Clerk	Outcome
	17 January 24		
7.1	Clerk to send agreed policies to Councillors to review and update for March meeting	BS	Completed
8.1	Contact Marcus Taperall to book the tree inspection late May	BS	Completed, still need to get a date for this to be done
11.1	Finance group to explore what projects can capital be spent on by Parish Councils	Finance group	
12.1	Check work needed to the bus shelter in order to replace the broken pane.	CA	Completed
13.1	Explore the options for a new website, domain name and web host for the July meeting	CA	
14.1	Chairman to respond to KSPC	GI	Completed

4. Public Forum. Questions and concerns raised by the public

Two members of the public were in attendance. Two concerns were raised.

- 4.1 1. Concerns were expressed about the speed of traffic from Womersley, and Main Street to Willowbridge. It was suggested that the national speed limit sign should be moved to the South Yorkshire side of Willowbridge to deter motorists from picking up speed from where it is placed currently.
2. Concerns were expressed about the lack of dropped kerbs throughout Little Smeaton. This is a serious problem for people with pushchairs and those with disabilities such as wheelchair and mobility scooter users.

Action: Clerk to invite a Highways officer to meet on site to bring these matters to their attention and ask them to resolve. Also, to ask Kirk Smeaton if they would like to join us in asking for dropped kerbs in both villages.

5. Financial Matters

- 5.1 Cllr Atkinson demonstrated the new accounting, records and procedures. These have been updated due to the recent capital investments LSPC have made.
- 5.2 Cllr Hancock confirmed that the bank reconciliations as at 29 February 24, have been checked and signed as true and correct.
- 5.3 Cllr Hancock reported that there were no issues with the internal audit. Cllr Howdle to put her initials on the bank statements next to the investment debits paid into the agreed bank accounts. (For independence as Cllr Hancock raised the payments).
Action: Clerk to provide the statements to be initialled.
- 5.4 The accounts as at 29 February 24 were received and signed as a true and correct record by Proposed Cllr Howdle. Seconded Cllr Atkinson. All agreed.
- 5.5 Cllr Atkinson reported that LSPC have used less money than expected from the reserves in this current year. It was noted that £859.73 was moved from the Reserves budget heading Y to the budget heading E Property Maintenance.
- 5.6 The VAT spreadsheet was received as at 29 February 2024. The claim currently stands at £986.27.
- 5.7 The Contracts List Payments was signed by Cllrs Ivey and Atkinson as a record of payments made to date.
- 5.8 It was agreed to move £1000 from the reserves to a new 'Revenue Savings' account in order to separate the reserves from the current account. The new account is easily accessible, and monies will be added to it to increase the reserves when possible. Proposed Cllr Atkinson. Seconded Cllr Howdle. All agreed.
Action: Cllr Hancock to open the new savings account.
- 5.9 After investigation It was agreed that the income from the VAT return would go into the revenue income. Proposed Cllr Ivey. Seconded Cllr Howdle. All agreed.
- 5.10 To ratify budget, spend and payment for:
 - £43.08 for Hillside Council Tax
 - £696 for solicitor's fees for sale of Hillside Cottage

- £2898 for estate agent's fees for sale of Hillside Cottage Proposed Cllr Howdle. Seconded Cllr Atkinson. All agreed.

5.11 Approve budget, spend and pay for:

- Up to £30 for Community Room Hire for the meeting on 20 March 2024
- Up to £428 for 20 boxes of dog poo bags
- Approve hourly rate increase of Clerk's salary for 2024-25 Proposed Cllr Howdle. Seconded Cllr Atkinson. All agreed.

5.12 Decisions to ratify at March meeting following Finance Group recommendations: Amounts of:

- £85000 on 26/1/24,
- £65000 on 1/2/2024
- £85000 on 16/02/24 and
- £2956 on 08/02/24 invested in various financial institutions in accordance with Council's Investment Strategy. Proposed Cllr Ivey. Seconded Cllr Howdle. All agreed.

6. To receive any Planning Applications, and note any comments sent

6.1 Planning application ZG2024/0198/TELC Cornerstone Land at Quarry Lane, Little Smeaton North Yorkshire was received proposing the removal of the existing 15m monopole supporting 3no. antennas and its replacement with a new 20m monopole and headframe supporting 6no. antennas, 2no. 0.3m dishes and ancillary equipment. The removal of 1no. cabinet and replacement with 3no. cabinets and works thereto. E:452276, N:416966.

Cllrs agreed to support the application in principle because of the need to improve broadband speeds locally. However, they wanted reassurances that there would be no effect on nearby residents from the monopole, as recent reports in the media had raised concerns of humming noises being heard within their homes. Cllr Atkinson declared an interest in this item as the monopole is visible from his house. Cllr Atkinson declined to vote. Proposed Cllr Ivey. Seconded Cllr Howdle. All agreed.

Action: Clerk to inform NYC of their support and concerns as above.

7. Review of Policies and Procedures

7.1 Councillors presented revised Policies and Procedures agreed at the January meeting:

- Security Incidence Log (CA)
- Freedom of Information (CA)
- Publication Scheme (CA)
- Discipline Policy (JH)
- Vexatious Policy (GI)

Policies were accepted.

Action: Clerk to forward policies and procedures to be updated for the May meeting.

8. Trees Inspection

8.1 Still awaiting confirmation of a date for the inspection.

Action: Clerk to chase.

9. Street Lighting

9.1 Deferred to the May 2024 meeting.

10. Action taken by Highways following the Campaign

10.1 On an update of New Road closures, it was noted that North Yorkshire Councils contractors had done a fairly good job when the road was closed for two days in February, but that in places the edge was already giving way due to not having any base layers or side support, and therefore being damaged by wide vehicles. This has already necessitated 2 further closures for random patching.

This will also be discussed with Highways officers when they visit.

11. YLCA Law & Governance Point LTN31E

11.1 Deferred to the May meeting.

12. Repairs to Bus Shelter

12.1 Repairs to be undertaken in the summer.

13. Domain Name, Website, Web Hosting

13.1 Deferred to the July meeting

14. Correspondence Received

14.1 No comments to be submitted by LSPC to the consultation on the Pre-submission Revised Publication Selby Local Plan (2024)

15.1 Social Values Activities Funding – National Highways

15.1 Councillors agreed to apply for possible funding for paving to be put under the Beacon, a footpath at Crosshills and new trees to be planted on Crosshills.

Action: Cllr Ivey to draft the application for the above.

16. Grass Cutting Contract

16.1 Joyce Simmons a resident of Kirk Smeaton recommended changes to be made to where and how the grass is mowed to promote wildflowers on the playground slope. This has been discussed with the contractor Danny Curnow who has agreed to do as instructed at no extra cost. The Clerk will contact Danny to instruct him to start this year's contract in April. Proposed Cllr Ivey. Seconded Cllr Hancock. All agreed.

17. Matters for Inclusion on the next Agenda

- Update on street lighting
- Review of policies and procedures
- Tree Inspection update
- YLCA Law & Governance Point LTN31E

16. Date of next meetings:

- 16.1 15 May 2024 Annual Parish Meeting and Annual Meeting of Council
Approval of accounts for 2023/4
17 July 24
18 September 24
20 November 24
22 January 25
19 March 25

17. Hillside Cottage

- 17.1 Councillors noted that the sale of Hillside Cottage is now completed, and 100% of all monies received from the sale have been invested as per the council's Investment Strategy.

Action List:

Minute	Action	Cllr/Clerk	Outcome
	17 January 24		
8.1	Chase tree surgeon to book the tree inspection late May.	BS	
11.1	Finance group to explore what projects can capital be spent on by Parish Councils	Finance group	
13.1	Explore the options for a new website, domain name and web host for the July meeting	CA	
	20 March 24		
5.1	Clerk to invite a Highways officer on site to raise the issues about speed signs, and dropped kerbs jointly with KS.	GI/BS	GI has contacted KS.
5.8	Cllr Hancock to open a Revenue Savings Account for the council's reserves.	AH	Completed
6.1	Clerk to write to NYC planning dept with response to the planning application: ZG2024/0198/TELC from LSPC	BS	Completed
7.1	Clerk to forward procedures and policies due for update at the May meeting.	BS	
15.1	Cllr Ivey to draft application to National Highways Social Values Activity Funding body.	GI	