

Baldersby and Baldersby St James Parish Council

Draft Minutes of the Ordinary Meeting of Baldersby and Baldersby St James Parish Council held on Wednesday 11th May 2022 following the Annual Meeting of the Parish Council at The Mission Room, Baldersby

Attendees: Cllr J Hart (Chair), Cllr C Brown, Cllr V Shaw, K Pettitt (Clerk and RFO) and one member of the public.

2223/001 To receive apologies and approve reasons for absence.

Apologies were received from Cllr S Carter, who had been invited to Buckingham Palace on the same day. These apologies were accepted.

2223/002 Declarations of interest

- a) To receive any declarations of interest not already declared under council's code of conduct or members Register of Disclosable Pecuniary Interests
- b) To receive, consider and decide upon any applications of dispensation

No declarations of interest were received

2223/003 To confirm the minutes of the meeting held on Thursday 10th March 2022 as a true and correct record.

Resolved: These were unanimously approved as a true and fair record and signed by the Chairman

2223/004 To receive reports from Ward Councillors

Owing to the proximity of the recent election no Ward Councillors were in attendance and consequently no reports had been received. The Chair asked the Clerk to write to the successful candidates, congratulating them on their election.

Action: The Clerk

2223/005 Public Participation

There were no questions from the floor.

2223/006 To receive the Clerks Report

Resolved: The Clerk's Report was unanimously accepted.

2223/007 Financial Matters

- a) To approve the bank reconciliation and budget comparison for May 2022

The bank balance after outstanding cheques were accounted for was £12,085.25. The comparison against budget was satisfactory.

Resolved: The bank reconciliation and budget comparison were unanimously approved.

- b) To approve the Schedule of Payments as follows:

Date	Ref	Transaction details	Category	Money Out
30.3.22	660	KP (HMRC 11,12)	Salary and related costs	£ 61.72
30.3.22	661	Steven Dresser	Sports Pavillion	£ 247.00
11.5.22	664	YLCA Membership	Membership/Subscriptions	£ 133.00
28.4.22	659	Clerk April Salary	Salary and related costs	£ 144.00
11.5.22	662	Clerk HMRC April	Salary and related costs	£ 36.00
11.5.22	663	E Morris	Audit Fees	£ 50.00
11.5.22	665	M Hullah	Grasscutting	£ 366.00
15.4.21	DD	Southern Electric	Sports Pavillion	£ 68.59
11.5.22	666	Clerk's Expenses	Office expenses	£ 46.29
28.5.22	667	Clerk May Salary	Salary and related costs	£ 144.00
28.5.22	668	Clerk HMRC May	Salary and related costs	£ 36.00
28.6.22	669	Clerk June Salary	Salary and related costs	£ 144.00
28.6.22	670	Clerk HMRC	Salary and related costs	£ 36.00

Resolved: The Schedule of Payments was approved unanimously.

The Clerk also noted that the renewal quote for insurance was due for £429.55. As this was already contracted as part of a three-year agreement this was also approved unanimously.

- c) To certify Baldersby and Baldersby St James Parish Council as exempt from external audit for fiscal year 2021-22.
Resolved: Baldersby and Baldersby St James Parish Council was certified as being exempt from external audit for fiscal year 2021-22.
- d) To receive and note the Annual Internal Audit Report for 2021-22 included at page 4 on the Annual Governance and Accountability Return 2021-22.
Resolved: The Annual Internal Audit Report was received and approved unanimously.
- e) To approve Section 1 - Annual Governance Statement 2021-22 for Baldersby and Baldersby St James Parish Council on page 5 of the Annual Governance and Accountability Return 2021-22.
Resolved: Section 1 - Annual Governance Statement 2021-22 for Baldersby and Baldersby St James Parish Council on page 5 of the Annual Governance and Accountability Return 2021-22 was approved.
- f) To approve Section 2 - Accounting Statements 2021-22 for Baldersby and Baldersby St James Parish Council on page 6 of the Annual Governance and Accountability Return 2020-21.
Resolved: Section 2 - Accounting Statements 2021-22 for Baldersby and Baldersby St James Parish Council on page 6 of the Annual Governance and Accountability Return 2020-21 was approved.
- g) To approve the publication of documents required by Accounts and Audit Regulations 2015, the Local Audit (Smaller Authorities) Regulations 2015 and the Transparency Code for Smaller Authorities.
Resolved: the publication of documents required by Accounts and Audit Regulations 2015, the Local Audit (Smaller Authorities) Regulations 2015 and the Transparency Code for Smaller Authorities was approved.
- h) To approve the Asset Register as of April 2022.
Resolved: The Asset Register as of April 2022 was approved. The Clerk was asked to clarify with YLCA what assets should be included on the register.
- Action: The Clerk**
- i) To agree access for the Clerk/RFO to electronic banking via the Virgin Money App.
Resolved: It was agreed unanimously that the clerk should have access to electronic banking and the forms were signed by two signatories.
- j) To discuss the renewal quote received for insurance coverage.
This had been covered in 2223/007b.

2223/008 To discuss the process for Co-option of a Councillor

Resolved: The Clerk would contact HBC to set the wheels in motion for co-option

Action: The Clerk

2223/009 Planning Matters

- a) To note and agree the Planning Summary for the year.

Resolved: The Planning Summary for the year was noted and agreed.

2223/010 Correspondence Received.

- a) Letter regarding Deershed Festival.

Resolved: The letter regarding noise levels at the forthcoming festival was noted and the detail would be put on the website. The Clerk would also write to the organisers to update contact details for the Parish Council.

Action: The Clerk

2223/011 To receive information on the following ongoing issues and decide further action where necessary:

- a) To receive an update from the working on the pavilion.

It was reported that the electrics had been made safe and that we were in possession of a safety certificate. A quote had been received for £250 to fix the roof.

Resolved: It was agreed to accept the quote and to ask the contractor whether he felt any further repairs should be undertaken.

Action: The Clerk

It was agreed that Cllr Hart should write to the Working Group to ask for their thoughts on the long-term future of the building.

Action: Cllr Hart

- b) To discuss the issue of speeding within the village

The Clerk reported that he was still awaiting confirmation from NYCC on approval for the equipment to be erected. There would have to be installation costs to be considered.

Resolved: It was agreed that the equipment should be solar powered and that the preferred supplier was Stocksigns. An expenditure of £3,500 ex VAT in total was approved and that the Parish Council, subject to approval from NYCC, would go ahead on this basis.

The Clerk was asked to write to NYCC again to expedite the situation, copying in County Cllr N Brown. He was also asked to investigate whether there were any grants available.

Action: The Clerk

- c) To update the meeting on the Clerk's request to Area 6 Highways for repairing sign at Ward's Corner, street lighting and the white lining in the village.

The Clerk informed the meeting that, regrettably, there had been no response from Area 6 Highways regarding any of these items.

Resolved: The Clerk would write to Area 6 to request a meeting with them and County Cllr N Brown to expedite the issues.

Action: The Clerk

- d) To update the meeting on the repairs to the children's play area.

The work had been completed by the contractor and was done to a high standard.

- e) To confirm the defibrillator battery has been checked.

Cllr Brown confirmed that the defibrillator battery had been checked.

- f) To discuss the potential sewage issues affecting the two new properties in Baldersby St James

Resolved: As the parishioner had been making progress on this issue with the relevant authorities this item was deemed closed.

2223/012 To update the meeting on arrangements for the Jubilee

Cllr Hart informed the meeting that a leaflet drop had taken place around the village. As a result of this 14 people had attended a meeting. It was agreed at the meeting that a picnic would take place with a "bring your own food" BBQ. There was also to be a children's competition. A new leaflet was to be produced and circulated informing parishioners what was going on. The Mission Room would be utilised if the weather was poor.

2223/013 To confirm the date of the next meeting.

The dates of the next meetings were confirmed as follows:

Tuesday 12th July
Tuesday 30th August
Tuesday 15th November
Tuesday 17th January
Tuesday 21st March

The meeting closed at 20:10.