

## KIRBY HILL AND DISTRICT PARISH COUNCIL 6 JULY 2020

SUMMARY OF PROCEEDINGS MARCH TO JULY 2020 DURING CORONAVIRUS PANDEMIC LOCKDOWN  
(For recording in **Minutes Book** in lieu of Minutes of May and July Meetings, which did not take place)

### GENERAL (G)

1. In accordance with YLCA advice and with the agreement of councillors the clerk assumed **delegated powers** on **18 March**. Council meetings cancelled until further notice. Clerk's use delegated of powers subject to consultation with chairman or vice chairman before the taking of any non-routine actions or decisions. AGREED BY COUNCIL VIA EMAIL
2. AGM scheduled for 4 May was conducted by email, with relevant papers distributed to councillors and actions agreed by email. Cllr Lawson was re-elected as Chairman and Cllr Jones as Vice Chairman.

### FINANCIAL (F)

1. Donation of £500 (\$137 allowance) made **7 April** to Boroughbridge Community Care to support volunteers during pandemic. Made following email consultation with Chairman.
2. Other **payments** as of 1 July:

Milby Island dog/waste bin set-up fee	£50.40 (inc VAT)
Milby Island dog/waste bin emptying	£27.04 (4 emptyings April to June)
C Merson refund dog/waste bin combi lock	£14.22
YLCA Sub	£297.00
Parish Council Websites annual fee	£130.00
Zurich Insurance	£314.35
AA Foster grass cutting 1 <sup>st</sup> half yr	£325.00
Clerk's salary 4 months	£519.48
HMRC PAYE January to June	£194.76
3. **Receipts** as of 1 July:

HBC Precept 1 <sup>st</sup> half yr	£2,500.00
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4. **Balance** in hand at 1 July £4,497.93
5. **Internal AUDIT:** By agreement between council chairmen this was carried out by the councils' clerks/Responsible Finance Officers. Kirby Hill & District accounts internal audit carried out by Patrick Sanderson of Marton-le-Moor PC. Kirby Hill & District PC Clerk (Martin Rae) carried out internal audits of Langthorpe PC and Staveley & Copgrove PC. The Annual Internal Audit Report (Page 4 of AGAR) will be published on the PC website along with all other Annual return statements by the end of August.

**AGAR** (Annual Governance Accountability Return 2019-20 and Accounting Statements). Following email consultation with councillors these were completed and signed by the chairman.

The AGAR **Certificate of Exemption**, signed by the chairman and approved by the council was submitted to the External Auditor (Littlejohns) on 6 July.

#### ONGOING MATTERS (M)

1. **Milby Island dog waste and litter bin.** Following HBC's failure to approve a dog waste bin for the Ure bridge end of the Milby Island walk the clerk and Cllr Merson, with previous council approval, negotiated the installation of a trade waste bin to be emptied by HBC once a fortnight. The chairman signed the bank form authorising payment by Direct Debit, the first time this method has been used by the parish council. The initial installation fee was £50.40 incl VAT and the fortnightly rate for emptying is £13.52
2. **St John's Walk.** Complaints about the state of this road have been sent to the clerk, Cllr Widdows and to NYCC by residents. The clerk contacted NYCC Highways on two occasions, reminding them that they had made a commitment in February to keep the state of this road under review following the ending of construction work at Priory Meadows. NYCC Highways organised site meeting with residents on 29 June. Actions pending.
3. **Leeming Lane speeding.** The clerk has received a complaint from a Leeming Lane resident about the frequent speeding over the brow of the hill in Leeming Lane. He contacted the police and NYCC Highways and briefed the complainant that the parish council had on more than one occasion discussed this with the local police and with the NYCC Councillor at parish council meetings, also in the context of potentially dangerous parking on this stretch of road. No progress yet made on this issue.
4. **AJ1 Project Road Safety Fund.** The clerk had forwarded information about this source of £190k funding for road safety projects, asking for ideas/suggestions before the deadline for funding applications on 31 August.

#### PLANNING (P)

1. **20/00711/FUL Humberton Grange YO61 2RX** Installation of dormers and alteration to fenestration Parish Council no objection. **GRANTED** 10 June 2020
2. **20/01128/FUL Broomfield Farm Thornton Bridge YO61 2SA** Part retrospective application for installation of Ground Source Heat Pump for free range egg production units. Parish Council no objection. **GRANTED** 22 June 2020
3. **20/01642/FUL 2 Market Hill Milby YO51 9JU** Erection of boundary wall and fence. Parish council no objections. **DECISION PENDING**