

Arkendale, Coneythorpe & Clareton Parish Council

NOTICE OF MEETING

There will be an Annual General Meeting of the Parish Council on **Wednesday 29th May 2024** starting at **7pm** in Arkendale Community Hall.

Rosie Warner

Clerk to the Parish Council

Parish.clerk@coneythorpe.org

Annual General Parish Council Meeting

- A2024.01** To receive apologies and approve reasons for absence.
- A2024.02** Appointment of Chairman and Vice-Chairman for year 2024/25.
- A2024.03** **Declarations of Interest.** To receive declarations of disclosable pecuniary interest (not previously declared) on any matters of business.
- A2024.04** **Public Participation.** Any member of the public present at the meeting may make representations, answer questions or give evidence in relation to the business to be transacted. Members of the council who have a prejudicial interest in relation to any item of business to be transacted may also speak in relation to that matter. It is now permitted to video, record and broadcast the meeting anyone wishing to do so should advise the Clerk or Chair of the Council to ensure compliance and enable Council to effectively and lawfully manage this activity.

Please note that the Chairman will control this session and will exercise his discretion as to the amount of time allowed for public participation. No decisions are made at this part of the meeting – this will be done by the Council having heard and noted the representations made.

- A2024.05** **Minutes of the Previous Meeting**
Approve the minutes of the Annual General Meeting held on 24th May 2023.
- A2024.06** **Suggested appointment of Representatives for year 2024/25 – OQ**
- **YLCA:** Cllr West
 - **New Parish Website and E-mail .gov:** Cllr West
 - **Responsible Financial Officer:** R Warner (Clerk)
 - **Planning:** Cllr Quarmby
 - **The Mar:** Cllr Quarmby
 - **Fly Tipping:** Cllr D Mortimer
 - **Footpaths:** Cllr Mortimer
 - **Highways – Area 6:** Cllr Deavin
 - **Police Liaison:** Cllr Deavin
- A.2023.07** **Policies - OQ**
- Adopt latest version of Standing Orders for 2024/25
 - Adopt latest version of the Reserves Policy for 2024/25
 - Adopt latest version of the Grievance and Disciplinary Policies

- A.2023.08** **Internal Audit Statement for the year ending 31st March 2024**

A.2023.09 Annual Governance Statement

A.2023.10 Statement of Accounts for year ending 31st March 2024

A.2023.11 Proposed schedule of Meetings to be held in year 2024/25 as follows:

- **26th September 2024**
- **21st November 2024**
- **23rd January 2025**
- **20th March 2025**
- **21st May 2025**

A.2023.12 Date and Time of Next Meeting

The next annual parish meeting is scheduled to be held on 21st May 2025 in Arkendale Community Hall at 7pm.

Arkendale, Coneythorpe & Clareton Parish Council

NOTICE OF MEETING

There will be an Ordinary Meeting of the Parish Council on **Wednesday 29th May 2024** starting at **7.45pm** in Arkendale Community Hall.

Rosie Warner

Clerk to the Parish Council

Parish.clerk@coneythorpe.org

Ordinary Parish Council Meeting

2024.41 **To receive apologies and approve reasons for absence**

2024.42 **Declarations of Interest.** To receive declarations of disclosable pecuniary interest (not previously declared) on any matters of business.

2024.43 **Public Participation.** Any member of the public present at the meeting may make representations, answer questions or give evidence in relation to the business to be transacted. Members of the council who have a prejudicial interest in relation to any item of business to be transacted may also speak in relation to that matter. It is now permitted to video, record and broadcast the meeting anyone wishing to do so should advise the Clerk or Chair of the Council to ensure compliance and enable Council to effectively and lawfully manage this activity.

Please note that the Chairman will control this session and will exercise his discretion as to the amount of time allowed for public participation. No decisions are made at this part of the meeting – this will be done by the Council having heard and noted the representations made.

2024.44 **Minutes of the Previous Meeting**

Approve the minutes of the meeting held on Wednesday 13th March 2024.

2024.45 **Reports from other Councillors (North Yorkshire Council - if available)**

2024.46 **Payments/Receipts – RW**

1. Payment of £362.88 – Reimbursement to Mr O Quarmby for annual DropBox subscription
2. Payment of £8.50 – Bank Charge March 2024
3. Payment of £123.46 – Clerk Salary Marxh 2024
4. Receipt of £12.83 – Bank Interest
5. Payment of £147.00 – Annual Fee to YLCA
6. Payment of £8.00 – Bank Charge April 2024
7. Payment of £73.73 – Payroll Services to Autela (Q4)
8. Payment of £123.90 – Clerk Salary April 2024
9. Receipt of £4,442 – Precept Payment from North Yorkshire Council

The Clerk has provided all Councillors with a copy of the accounts prior to this meeting.

2024.47 **Planning Report - OQ**

New applications:

- ZC24/01252/OUT Outline planning application with means of access to, and within the site, for the erection of 4 self/custom build dwellings at Bryan Lodge Moor Lane Arkendale Knaresborough North Yorkshire HG5 0QU.

Pending applications:

- ZC24/00013/FUL Proposed Barn Conversion at Spring Bank Farm.
- Application NY/2022/0208/ENV – re-consultation regarding Asphalt Plant at Allerton Waste Recovery Park. **Parish Council has objected to the application and filed comments with North Yorkshire Council on 30 October 2023.**

Decisions:

- ZC24/00726/FUL | Erection of single storey side extension and 2 storey rear extension with associated alterations and landscaping works | Field House Coneythorpe Knaresborough North Yorkshire HG5 0RY. **Application has been permitted subject to conditions.**
- ZC24/00583/DISCON | Approval of details required under Condition 8 (Windows and doors details) of Listed Building Consent 22/00689/LB - Listed Building consent for the conversion of granary and stable block to form ancillary living accommodation to include demolition of garage, replacement roof with rooflights, opening formed to south east gable end, removal of internal walls, installation of internal staircase and internal flooring and alterations to fenestration. | Pond House Farm Mar Head Balk Arkendale Knaresborough North Yorkshire HG5 0RG. **Confirmation of discharge of conditions**

Appeals- None

Other (including Applications received since the publication of the agenda and prior to the meeting) - None

2024.48

Highways - MR

- Potholes in Coneythorpe
- Potholes at the Mar

2024.49

Countryside Matters and Fly Tipping - MR

- Any updates or reported incidents since the last meeting
- FixMyStreet updates

2024.50

Village Reports

- Defibrillator (Arkendale) – **Cllr West to provide update on one-page document**
- Defibrillator (Coneythorpe & Clareton) – **Cllr West to provide update on one-page document**
- Gravel on Village Green (Coneythorpe) – **Cllr West to provide update**
- The Tiger Inn (Coneythorpe) – **Cllr West to provide update**
- Arkendale – note to thank Joe and Steve for their help in retrieving the Christmas lights from the trees – **Cllr Robertshaw.**

2024.51

Arkendale.gov.uk – JW

Cllr West to make a final recommendation for establishing a secure Parish Council website.

2024.52

The Mar – OQ

- Cllr Quarmby to provide update regarding Pond House Farm Drainage Outfall.

2024.53

'Friends of the Mar' Group – OQ to provide update

2024.54

Coneythorpe & Clareton - Replacing Failed Trees – JW

- Cllr West to provide update.

2024.55

Commuted Sums Available – JW (Coneythorpe & Clareton Village Green)

- Cllr West to provide update.

2024.56 Tree Risk Assessment – OQ to provide update

2024.57 Accounting and Filing – RW and OQ

- Proposal for Parish Council to close secondary bank account and operate with a single bank account approved at meeting of Parish Council on 22 November 2023. RW to provide brief update regarding bank mandates.
- DropBox has been set up for the Parish Council.
- Proposal to approve nominal increase to Clerk salary (backdated to 1 April 2024) in line with correct NJC Payscale (£22,366) pro rata. Exact amount of increase (should be less than £5 pcm) will be advised by Autela (Payroll) in due course.

2024.58 Update on Councillors – OQ

- Cllr Robertshaw will resign following these meetings.
- Cllr Quarmby will introduce new Councillors (Cllr Deavin and Cllr Mortimer) who have been co-opted.

2024.59 Correspondence received - RW

2024.60 List of Future Projects – OQ

- Speeding Gates
- Arkendale Bench Repair
- Arkendale Pump Repair

2024.61 Matters for Inclusion on the Next Agenda

2024.62 Date and Time of Next Meeting

The next ordinary parish meeting will be held on 26th September 2024 in Arkendale Community Hall, starting at 7.30pm.

Arkendale, Coneythorpe & Clareton Parish Council

NOTICE OF MEETING

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Rosie Warner

Clerk to the Parish Council

Parish.clerk@coneythorpe.org

Annual Meeting of the Parish Council

P2024.01 **To receive apologies and approve reasons for absence.**

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P2024.04 **Minutes of the Previous Meeting**
Approve the minutes of the meeting held on 24th May 2023.

P2024.05 **Chairman's Report to be delivered by Cllr Quarmby and any questions/comments to be raised by public**

P2024.06 **Financial Report to be delivered by R Warner**

P2024.07 **Reports from other Community Groups:**

- St Bartholomew's Church/PCC
- Community Hall
- WI
- CCVA (Coneythorpe & Clareton Village Association)
- Neighbourhood Watch

P2024.08 **Any other items to be raised by an elector**

P2024.09 **Date and Time of Next Meeting**
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