

Reighton & Speeton Parish Council

Minutes of ordinary meeting held 11th December 2023 at 7pm in Reighton Village Hall.

Present: Councillor Riley (Chairman) Councillors Grimshaw & Harrison & Councillors Mrs Paddock & Mrs Hamilton-Smith, NYC Councillor Michelle Donohue-Moncrief. Police volunteer Liz Dawson, 8 members of the public & clerk Helen Carter.

1. **Notice of meeting it was: - RESOLVED: That Public Notice of the meeting had been given in accordance with Schedule 12 para 10(2)(b) of the Local Government Act 1972.** **89/23**
2. **Apologies** – had been received from Councillors Richardson & Smith. It was **RESOLVED the apologies be accepted.** **90/23**
3. **Declarations of Interest** the Chairman reminded members of the need to consider whether they needed to declare a disclosable pecuniary interest (DPI) or personal interest, as detailed in Appendix A and Appendix B of the Council’s Code of Conduct & to note dispensations given to any member of the Council in respect of agenda items below. Councillor Mrs Hamilton-Smith declared a personal prejudicial interest in agenda item 8 re application ZF23/01927/FL. The declaration was noted.
4. **Police report** – the report for December was circulated at the meeting. The report was discussed with Liz who reported on the high-value (£20k) theft of tools and advised vigilance ensuring outbuildings & sheds are securely locked; the Community Speedwatch scheme volunteers continue to target various locations around the area with the figures detailed in the report. Liz was thanked for attending & she left the meeting.
5. **Public participation** -a resident reported that a SBC-wheelie bin in use at Wide Lane children's play area (with the residents emptying it) had been removed by NYC. It was suggested that an appropriate bin be purchased from a hardware store. A resident raised the issue of the poor condition of the footpath between Reighton Court & the bus stops near the Dotterel. The chairman advised that, in common with other footpaths (B1229) financial constraints meant NYC would not fund repair works & would not sanction any form of siding out work (which had been done in the past by community payback) as that would render the parish council liable for any trip hazard arising. The chairman to photograph the issue and report the concern to Area 3.A resident
6. **NYC Councillor report** – Councillor Michelle Donohue-Moncrief reported that the Model agreement funding is to be paid in 2024/25 but that will be the last. NYC are looking at various schemes across the area where funding was made by the previous local authority. NYC still getting to grips with local government reorganisation with glitches still being ironed out. Fears about the roll-out of Community Networks were being realised with problems emerging at Whitby. She thanked the clerk for her hard work over the last few years & wished her well.
7. **Minutes** to receive, approve & sign the minutes of the ordinary meeting held 30th October 2023 & those for the Extra Ordinary meeting held 27th November 2023. It was **RESOLVED that the minutes of the meetings be approved & were signed.** **91/23**
8. **Planning - details of the following applications had been detailed on a report & were discussed: -**
 - **ZF23/01455/HS** - Erection of single storey extension to front elevation and replacement upvc windows. The Cottage Church Farm Main Street Speeton. **Application permitted.**

- **22/02474/HS** -Erection of a one and a half storey side extension, with dormer and balcony, raising of roof with front and rear dormers, single storey rear extension and detached garage. Littlecroft St Helens Lane Reighton. **Application permitted.**
- **23/00269/FL** - Part retrospective application for siting of shipping containers for use as storage units (B8). Greenlands Farm Scarborough Road Bridlington. Application outstanding.
- **New application** – ZF23/01927/FL Erection of dwelling with garage | Church Cottage Church Hill Reighton. This application was discussed & it was **RESOLVED a response would be made that the Parish Council is supportive of the application.** **92/23**
- **Clara & Lily Cottages** – nothing further heard.

9. Village Maintenance the following were discuss & decide on: -

- **Finger Post** – nothing further heard.
- **Bus stop at Reighton-** a letter was sent to EYMS on 3rd November. The clerk had spoken to a female on 29/11 who had advised the letter is being dealt with.
- **Noticeboards & seats** Neil Southwick is to do the seats in the Spring & he will not take any action with regard to the Bus shelter noticeboard until further instructions are received from the Parish Council
- **Kings tree** signed licence received from North Yorkshire Council. Councillor Mrs Paddock reported the tree has been planted.
- **Sweeper Watsons Lane & St Helens Lane** Councillor Mrs Paddock has advised the sweeper has been & done a good job.
- **Village Maintenance** – no issue raised.

10. Bank Reconciliations for period ended 1st November & 1st December 2023- figures had been circulated:

- **1st November 2023-** Receipts & payments & bank statements were checked to the bank reconciliation. Balances held £13,126.24; payments £8,671.85; receipts £12,232.95. **It was RESOLVED the bank reconciliation be approved & accepted by the council.** **93/23**
- **1st December 2023** - Receipts & payments & bank statements were checked to the bank reconciliation. Balances held £13,126.24; payments £8,671.85, receipts £12,232.95. It was **RESOLVED the bank reconciliation be approved & accepted by the council.** **94/223**

11. Budget monitoring figures to 30th November 2023 - details had been circulated prior to the meeting.

Payments £8,671.85 receipts £12,232.95. It was **RESOLVED to accept the figures provided.** **95/23**

12. Calculation of year end balances & reserves- taking into consideration, invoices outstanding & amounts due for payment the Parish Council should have in the region of £10,300 left at the financial year end. The level of reserves need was discussed following which it was **RESOLVED that £4,500 should remain as Capital Funds & £4,500 as General Reserve with the remainder held as a Reserve towards the grass cutting in 2025.** **96/23**

13. Grass Cutting 2024 – a report detailing expenditure for 2023 was circulated at the meeting. One of the quotes had only been received at 5pm on the day of this meeting. After discussion it was **RESOLVED to appoint Adam Flinton as the contractor for season 2024.** **97/23**

14. Internal Audit the clerk reported the auditor who has undertaken the councils audit for the last few years had reduced his workload & advised the clerk he would not be undertaking the audit for year ending

31/3/2024. YLCA have an Internal Audit Service & it was **RESOLVED** to appoint YLCA Internal audit Service for year ending 31st March 2024. **98/23**

15. Model Agreement Figures estimates for 2024/2025 – the figures from NYC had been circulated prior to the meeting. The figure of £2,556.15 was approved for acceptance.

16. Budget 2024/2025 information relating to the 3 years 20/21, 21/22, 22/23 & year to date had been circulated prior to the meeting. All the information was considered & it was **RESOLVED to set a budget for 2024/2025 of £11,080 (eleven thousand & eighty pounds).** **99/23**

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| Clerk salary | 3750 |
| Audit | 200 |
| Travel, Computer, Admin, Home allowance | 450 |
| Village Hall hire | 200 |
| Website | 430 |
| Insurance | 300 |
| Subscriptions | 300 |
| Training | 100 |

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| Christmas | 200 |
| Grass cutting | 3200 |
| Seats | 1000 |
| Maintenance | |
| Bus shelter | |
| Tree work | 50 |
| Wreath | |
| Donations | 500 |
| Contingency Fund | 200 |
| Miscellaneous | 200 |

17. Precept for 2024/2025 the Parish Council has limited income - Model Agreement funding from NYC, a small amount of grass cutting money from NYC & interest. Budget £11,080 less expected income £2,778. It was **RESOLVED the level of precept to be levied for 2024/2025 will be £9,276** **100/23**
This amount will ensure there is no percentage increase to council tax bills & will add an amount towards the grass cutting in 2025.

18. Reports from chairman/councillors/clerk – Councillor Mrs Paddock reported from the Filey Cap meeting.

19. EXCLUSION OF PRESS AND PUBLIC RESOLVED: That under the Public Bodies (Admission to Meetings) Act 1960, members of the press and public are excluded for the following item of business in view of the confidential nature of the business to be transacted. **101/23**

20. Clerk Employment information has been received from NALC about new pay scales for 2023/2024 to be implemented from 1st April 2023. It was **RESOLVED to accept the new pay scale increased hourly rate effective form 1st April 2023.** **102/23**

21. Schedule of payments a schedule of payments for December had been circulated prior to the meeting. It was **RESOLVED payments totalling £1,306.61 could be paid.** **103/23**

22. Clerk Resignation & Business continuity – Councillor Mrs Paddock handed the chairman her letter of resignation from the council. Councillor Riley thanked her for all her years of service & then informed the members present that he was also resigning.
An advert for a new clerk has been placed with YLCA & it was agreed Councillor Grimshaw will be the contact for any applications made. The clerks last day is the 15th December 2023 & it was agreed

Councillor Harrison will monitor the councils email account after this date. Prior to the appointment of a new clerk if an issue arises that the councillors need help with the existing clerk agreed to be a point of referral & she also offered to have a handover period with the new clerk on the understanding she is paid for her time. It was **RESOLVED to reimburse the outgoing clerk for time spent with dealing with any query raised by councillors that they required help with & also for time spent in handing over to the new clerk.** **104/23**

23. Next meeting – the date of the next meeting has been agreed to as Monday January 29th 2024 in Reighton Village Hall at 7pm.

Signed

Dated