



Minutes of a meeting of Ingleby Arncliffe Parish Council
held on Thursday, 31st January 2019
in Ingleby Cross Village Hall, started at 7:00 pm

Chair: Councillor C Walley (CW)
Councillors: G Hunter (GH)
H Warhurst (HW)
Clerk & RFO: S Stephenson (PC)
Press Representative: M Ryder
Neighbourhood Watch Representative

Min. No:		Resp.
19/001	<u>To Receive Any Apologies for Absences by an Elected Member</u> Ruth Eastham sent apologies.	
19/002	<u>To Approve and Sign the Minutes of the 30th November 2018</u> It was resolved to approve and sign the minutes of the above meeting	
19/003	<u>To Note Any Declarations of Business (or other) Interests by Elected Members</u> None were declared.	
19/004	<u>Police Report</u> Report dated 26 th January 2019 was received.	
19/005	<u>Neighbourhood Watch Report</u> The Neighbourhood Watch report was received. It was noted that the Police are aware that there has been a recent increase in crime within the district. Investigations are ongoing.	
19/006	<u>Opportunity for Public Participation</u> No comments received.	
	<u>Business Items brought forward</u>	
16/008	<u>The North Yorkshire, Fire and Rescue Services (F&R)</u> The NYFRS are still ascertaining whether their MDT can automatically flag up to firefighters in our location the details of the upstream pressure reduction valve and the emergency filling points this side of Swainby.	
16/010	<u>Neighbourhood Plan</u> The Steering Group Chairman, GH, reported that the Policy Intentions Document had been well received by residents, the Steering Group were currently evaluating and disseminating the 110 received response forms, work would then commence on analysing the responses from the statutory consultees. Applicable comments and changes would be incorporated into the draft plan. BG was asked whether he could obtain a copy of the original transfer deeds of the Primary School land from Arncliffe Estate to N.Y.C.C. and the subsequent deed transferring the school building land from N.Y.C.C. to the Diocese. In discussions regarding the Grain Store's planning position, DH suggested that we contact Mr. Andy Wilson, chief executive officer of N.Y.M.N.P.A. to open a dialogue with a view to exploring options on planning.	BG GH/CW

Signed by [redacted] Date 29/3/19



**INGLEBY ARNCLIFFE
PARISH COUNCIL**

	The Chair asked that a comprehensive timetable be prepared showing what activities were required to be completed, by whom and by when, to see that the draft plan was brought to its next stages. It was agreed that this activity relied on the consultant engaged by the steering group and it was envisaged that such a timetable would be completed by mid-February.	
16/022	<u>Speeding in the village in particular reference to Cross Lane.</u> The November minutes had noted the Council's agreement to press ahead with a Community Speed watch programme and a write-up for the next Parish newsletter was required.	DS/HW
18/147	<u>Road Traffic Accident – A172/Ingleby crossroads</u> It was noted that no further report had been received regarding the recent accident and the meeting agreed to request an incident/accident report from the Highways authority, to see whether any junction improvements were being considered as a consequence of the accident.	PC
18/149	<u>Footpath to Recreation Ground – dog fouling</u> It was reported that fouling was unfortunately still taking place. It could be taking place very early in the mornings and late at night. As a first step, it was agreed that warning notices would be placed in the offending areas.	HW
18/151	<u>Parish Council Elections – May 2019</u> Following clarification from HDC and YLCA it was confirmed that the maximum number of Councillors the Parish Council could have at any one time was five. CW asked all current Councillors, all of whom (except HW who was re-elected unopposed) are co-opted rather than elected Councillors to inform the Clerk by end of March if they wish to continue to stand. In the meantime, both on the Notice Boards and in the Parish newsletter, requests would be made for any residents who wished to come forward for Councillor positions to make their interest known. It was noted if more than 5 candidates came forward a contested election would have to be held which would cost the Parish anything between £3,000 and £4,000.	All
	<u>New Business Items</u>	
19/007	<u>YLCA Training Event – 'Provision of routine playground inspection'</u> RE was not able to attend and the matter of whether to attend or not, would be left to RE.	
19/008	<u>Councillors Code of Conduct</u> Attached to the agenda and to be considered for adoption at the March meeting.	All
19/009	<u>Parish Clerk Hours</u> The PC agreed to continue to review the time spent on Parish business but confirmed that the current hours were acceptable.	PC
19/010	<u>Parish Clerk Salary Review</u> The Council agreed to review the Parish Clerk's rate of pay from 1 st April 2019 in line with the NALC/SLC recent agreement. The SCP band would be 6, meaning an hourly rate of pay of £9.96p.	CW
19/011	<u>Charity Donations</u> It was agreed that the following donations would be made in the current financial year 2018-19:	

Signed by Date 28/3/19

	<ul style="list-style-type: none"> • Citizens Advice - £50.00 • Salvation Army - £50.00 • Globe Library, Stokesley - £100.00 <p>The District and County Councillors assisted on the Council's understanding of what was required by S137 of the Local Government Act regarding charity donations.</p> <p>It was agreed that a policy setting out the Council's policy on future donation payments was needed. BG agreed to provide a copy of the Stokesley policy as an aid to drafting our own Parish Policy</p>	BG/PC
19/012	<p>GDPR:</p> <p>a) Security Incident Policy – Attached to the agenda and to be considered for adoption at the March meeting</p> <p>b) Social Media Policy – to be updated and presented at the March meeting</p>	All PC/HW
19/013	<p>Hedge along Cross Lane</p> <p>The PC to contact the Joiners Shop café to request that they maintain the hedge, which is now overhanging the road, making it difficult for pedestrians to pass. In particular it was agreed that the growth round the telegraph pole and just below the pole should be cut back.</p>	PC/CW
Planning Applications		
19/014	<p>Planning Applications</p> <p>17/00513/ADV – Springfield Farm – Refused. 18/02189/TPO - 12 The Parklands – Granted. 18/02522/FUL – Ingleby House Farm – revised plans. All noted.</p>	
Correspondence and Meetings		
19/015	<p>Correspondence received, and Meetings attended</p> <p>The meetings and correspondence listed were duly received.</p>	
Finance		
19/016	<p>Bank Account Reconciliation and review of expenditure</p> <p>Received and approved as attached report. It was noted that the expenditure projection for the current financial year was around £200 less than budget.</p>	
19/017	<p>To Approve Payments of any Accounts falling due</p> <p>Received and Approved.</p>	
19/018	<p>Amount of VAT to be recovered (or recovered) since last meeting</p> <p>A VAT claim for £364.54 has been made.</p>	PC
19/019	<p>VAT – new MTD implications</p> <p>Ongoing – the District and County Councillors were asked for advice.</p>	BG/DH
19/020	<p>District Councillor's report</p> <p>DH reported that: Peter Cole had been appointed 'Market Town Officer'. The Making a Difference Fund board had sat and allocated donations. The revised District Neighbourhood Plan was still ongoing. The revised National Parks Plan was making progress.</p>	

Signed by Date 25/3/19



19/021	<u>County Councillor's report</u> BG reported that the County Council must continue to make substantial savings to its budget. A recommendation has been made for an increase in general council tax next year of 2.99% along with a 2% social care precept, making a total of 4.99%.	
19/022	<u>Closing Chair's remarks</u> The Chair had nothing further to add to the meeting.	
19/023	<u>Date of Next Meeting</u> 28 March 2019 at 7pm.	
	<u>The Meeting Closed at 8:20 pm</u>	

Signed by  Date 28/3/19

Parish of Ingleby Arncliffe Income and Expenditure

Actual and Projected Income and Expenditure for 2018/19

Budget for 2018/2019		Actual Totals for 2018/19	Projected for 2018/19	Actual for 2017/18	Actual for 2016/17	Actual for 2015/16
	Income:					
£ 5,500.00	Precept	£ 5,500.00	£ 5,500.00	£ 5,900.00	£ 5,900.00	£ 5,800.00
£ 30.00	Bank Interest	£ 75.87	£ 95.00	£ 37.82	£ 40.32	£ 35.94
£ -	Website	£ -	£ -	£ -	£ -	£ -
£ 600.00	Ingleby Village Recreation Area	£ 449.00	£ 492.00	£ 1,690.90	£ 449.58	£ 1,224.67
£ -	Time to Remember Donations & N.Y.C.C Grant	£ 1,585.00	£ 1,585.00	£ -	£ -	£ -
£ -	Other Receipts	£ 83.77	£ 364.54	£ 457.89	£ -	£ -
£ -	Grant Income	£ 7,750.00	£ 7,750.00	£ -	£ 1,664.67	£ 25.00
£ 6,130.00	Total Income	£ 15,443.64	£ 15,743.54	£ 8,086.61	£ 8,054.57	£ 7,085.61
	Expenditure:					
£ 1,200.00	Clerk's Salary	£ 1,494.18	£ 1,494.18	£ 1,336.13	£ 547.11	£ 1,263.24
£ 450.00	Insurance	£ 325.79	£ 325.79	£ 361.98	£ 353.50	£ 342.59
£ -	Audit Fees & Expenses	£ -	£ -	£ -	£ -	£ -
£ 125.00	VCLA Fee	£ 126.00	£ 126.00	£ 124.00	£ 121.00	£ 115.00
£ 35.00	Rural Action Yorkshire Membership	£ -	£ -	£ 35.00	£ 35.00	£ -
£ 250.00	Use of Village Hall: Donation	£ -	£ 250.00	£ 250.00	£ 250.00	£ 250.00
£ 150.00	Web Site	£ 50.37	£ 179.37	£ 8.39	£ 37.17	£ 5.98
£ 35.00	Information Comm. Registration	£ 35.00	£ 35.00	£ 35.00	£ 35.00	£ 35.00
£ 195.00	Newsletter	£ 81.00	£ 125.00	£ 170.00	£ 135.00	£ 94.00
£ 2,700.00	Grass Cutting	£ 1,628.00	£ 1,628.00	£ 2,312.00	£ 2,344.00	£ 2,192.00
£ 150.00	Grit Bins	£ 150.00	£ 150.00	£ 182.00	£ 180.00	£ 150.00
£ 300.00	Other Winter Provisions	£ -	£ 300.00	£ -	£ -	£ -
£ 300.00	Councillor Training Fees	£ -	£ 100.00	£ 85.22	£ -	£ -
£ 25.00	Poppy Wreath	£ 25.00	£ 25.00	£ 25.00	£ 25.00	£ 25.00
£ 100.00	Christmas Tree	£ 90.00	£ 90.00	£ 85.00	£ 98.00	£ 37.00
£ 100.00	IVRA Rent	£ -	£ 100.00	£ 100.00	£ 100.00	£ 100.00
£ 400.00	IVRA Inspection & Maintenance	£ 1,168.02	£ 1,168.00	£ 243.70	£ -	£ 36.00
£ 100.00	IVRA Sports Day	£ -	£ -	£ 419.26	£ -	£ -
£ 100.00	Election Costs	£ -	£ -	£ -	£ -	£ 150.00
£ 200.00	Donations Made	£ -	£ 35.00	£ 135.00	£ 268.00	£ 67.45
£ -	Time to Remember Expenditure & Donation	£ 1,431.71	£ 1,505.00	£ -	£ -	£ -
£ -	Debrub. Costs	£ 416.00	£ 416.00	£ -	£ -	£ -
£ 300.00	Other Expenditure	£ 62.00	£ 100.00	£ 496.21	£ 1,538.24	£ 271.16
£ -	Neighbourhood Plan	£ 167.09	£ 7,917.00	£ 66.50	£ -	£ -
£ 7,065.00	Total Expenditure	£ 7,251.16	£ 16,465.34	£ 6,426.39	£ 6,067.42	£ 5,134.43
£ 925.00	Surplus or Shortfall (-)	£ 8,192.48	£ 721.80	£ 1,660.22	£ 1,987.15	£ 1,951.18
	Closing Balances (Cash Book Figures)					
	Current Account	£ 465.90		£ 282.60	£ 21.29	£ 1,641.70
	Deposit Account	£ 19,881.67		£ 12,237.03	£ 10,838.18	£ 7,230.56
		£ 20,347.57		£ 12,519.63	£ 10,859.41	£ 8,872.26

Notes:
Cash balances include £1,063.49 Defibrillator fund, £471.50 Balance of Transparency Code Grant
Cash balances also include £7,750 of MOP grant funds leaving cash taking all unclaimed cheques & expense claims plus £11,558.39p

Bank Reconciliation as at	<u>28/03/2019</u>	
Deposit as per the Bank	£ 19,881.67	
Current as per the Bank	£ 512.79	
		£ 20,394.46
Unpresented Cheques and Expense Claims		
Chq 252 G Hunter - wine	-£ 26.89	
Expense Claim C. Walfley Postage	-£ 18.20	
		-£ 45.09
Cash Book Balance as at		£ 20,347.57
Nil unrecovered		£ 364.54 (Claim made 27/01/19 - not as yet paid)

Signed by ...  ... Date 28/3/19