



Agenda for a meeting of Ingleby Arncliffe Parish Council to be held on;

Thursday, 28th March 2019 at the Village Hall - starting at 7:00pm

The Council Members are hereby summoned to attend the meeting, any apologies in writing should be submitted to the Chair of the Council.

Parish residents and press representatives are welcome to attend the meeting

Min. No		Resp.
19/024	<u>To Receive Any Apologies for Absences by an Elected Member</u>	
19/025	<u>To Approve and Sign the Minutes of the 31st January 2019 meeting</u>	
19/026	<u>To Note Any Declarations of Business (or other) Interests by Elected Members</u>	
19/027	<u>Police Report</u> To receive the report.	
19/028	<u>Neighbourhood Watch Report</u> The receive the report.	
19/029	<u>Opportunity for Public Participation</u>	
	<u>Business Items brought forward:</u>	
16/008	<u>North Yorkshire Fire & Rescue Service (F&R)</u> Update	
16/010	<u>Neighbourhood Plan</u> To receive a report from the Chairman of the Steering Group.	GH
16/022	<u>Speeding in village in particular reference to Cross Lane</u> Community Speed watch update	
18/127	<u>Road Traffic Accident – A172/Ingleby Crossroads</u> Update – see Appendix A	All
18/149	<u>Footpath to Recreation Ground – dog fouling</u> Update	All
18/151	<u>Parish Council Elections May 2019</u> Update Annual General Meeting date to be agreed. Must be within 14 days from end of Election; therefore, between 08-21 May. (Currently scheduled for 30 May) – suggest Thursday, 16 May.	PC
19/008	<u>Councillors Code of Conduct</u> For approval – as attached	All
19/012	<u>GDPR:</u> a) <u>Data Protection Policy</u> b) <u>Security Incident Policy</u> c) <u>Social Media Policy</u> The Councils policies require revision, these will be reviewed and approved following the election of the new council in May.	
19/013	<u>Hedge along Cross Lane</u> The hedge has been cut back satisfactorily, no further action required.	

<u>New Business Items</u>		
19/030	<u>Great British Spring Clean</u> Keep Britain Tidy Great British Spring Clean campaign. To discuss – see Appendix B	All
19/031	<u>Annual Parish Meeting</u> To confirm date and discuss agenda.	All
19/032	<u>Joiner Shop Café – Premises Licence Application</u> To discuss application and agree response - as attached	All
19/033	<u>Parish Defibrillators</u> To discuss the proposal submitted by Restarting Hearts charity for the maintenance of the parish defibrillators - as attached	All
19/034	<u>Grass Cutting within the Parish</u> To approve the use of Mr Henderson’s services for the coming season	All
<u>Planning Applications</u>		
19/035	<u>Planning Applications</u> 19/00282/FUL – Fernleigh, Boundary Wall – to be discussed. 19/00305/FUL – Rossendale House, Porch ext – approved by the Council. 19/00210/MRC – Exelby Services, variation – approved by the Council. 18/02522/FUL – Ingleby House Farm, agricultural shed – Granted 13/02/19.	All
19/036	<u>Planning Applications requirements</u> To discuss and approve a process for applications received between Parish Council meetings – as attached	All
<u>Correspondence and Meetings</u>		
19/037	<u>Report on Correspondence Received and Meetings attended by Councillors</u> – appendix C.	
<u>Finance</u>		
19/038	<u>Bank account reconciliation and review of expenditure</u> To receive the bank account reconciliation and review current expenditure.	
19/039	<u>To approve payments of any of the accounts falling due</u> To receive details of any amounts incurred and those falling due for approval and payment: <ul style="list-style-type: none"> • Ingleby Farms – play area lease = £100.00 • Village Hall – hire for Neighbourhood Plan meetings = £150.00 • Village Hall – donation = £250.00 • Foy Society – printing for Neighbourhood Plan = £73.00 • Foy Society – printing; Newsletters & Remembrance Day = £74.00 • YLCA Membership – 01/04/19-31/03/20 = £129.00 • Directions Planning – Neighbourhood Plan = £3572.15 • Time to Remember donation = £142.29 • ICO – data protection fee = £40.00 Discuss and approve setting up of Direct Debit payment for ICO, thereby reducing fee to £35.00/annum.	
19/040	<u>Amount of VAT to be recovered (or recovered) since the last meeting</u> To receive a report on any VAT recovered or to be recovered.	



19/041	<u>VAT – new MTD Implications</u> The Parish Council is not VAT registered so will not currently be affected. This requirement may change in the future.	
19/042	<u>Internal Auditor Appointment</u> To discuss.	
19/043	<u>District Councillor’s Report</u> To receive a report on any matters relating to the Parish.	DH
19/044	<u>County Councillor’s Report</u> To receive a report on any matters relating to the Parish.	BG
19/045	<u>Closing Chair’s Remarks.</u>	CW
19/046	<u>Date of Next Meeting</u> 25 April 2019	

Issued by: S Stephenson Parish Clerk, on behalf of Ingleby Arncliffe Parish Council



Appendix A

06 February 2019

Thank you for getting in touch.

As a result of your correspondence I contacted North Yorkshire Police for further details.

The serious collision on the 18th October 2018 involved two American pedestrians (in their mid-60's) who have since returned to the US. The female suffered a broken neck, arm, leg and pelvis.

According to the 'Officer In Charge' the driver was in no way at fault. The pedestrians walked across the A172 directly in front of the vehicle heading towards the A19. There was a low sun at the time and the pedestrians could have been confused by the direction of flow and didn't expect a vehicle to be driving on the left hand side of the road.

In accordance with our procedure there will be no report and no recommendations.

Regards

Darren Griffiths - Senior Engineer – Traffic Engineering – NYCC

18 February 2019

Apologies for the delayed response due to operational commitments.

I have no recommendations to submit. The collision involved a vehicle versus 2 x pedestrians who were foreign nationals on a walking holiday. By their own evidence and that of witnesses they have looked in the wrong direction and stepped out where they have then hesitated and continued. The driver had no time to react or to take evasive action. No further action has been taken against the driver.

The extremely good news is that one of the pedestrians who medical professionals did not expect to survive has made sufficient recovery and returned to their own country. They hope one day to be well enough to return and complete the walk.

Kind regards

Christopher Ross – North Yorkshire Police



Appendix B



Great British Spring Clean 22 March - 23 April 2019

Help us make history and make the Great British Spring Clean 2019 the country's biggest-ever, mass-action environmental campaign.

We want to inspire 500,000 people to join forces to clear litter, including single-use plastic, from our streets, parks and beaches, recycling as much as possible.

Will your Town or Parish Council help clean up this country?



Appendix C

Meeting invitations:

09/04/19 – Invitation to National Parks Western Area Parish Forum, Helmsley.

Correspondence received:

12/03/19 – Email from Citizens Advice thanking the PC for £50 donation.

Various correspondence received from YLCA, NHS, NYCC and HDC circulated as considered necessary to the Council, or on financial matters to the Chair.

Parish of Ingleby Arncliffe Income and Expenditure						
Actual and Projected Income and Expenditure for 2018/19						
Budget for 2018/2019		Actual Todate 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	£ 95.32	£ 95.00	£ 37.82	£ 40.32	£ 35.94
£ -	Website	£ -	£ -	£ -	£ -	£ -
£ 600.00	Ingleby Village Recreation Area	£ 449.00	£ 449.00	£ 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	£ 448.31	£ 364.54	£ 457.89		
£ -	Grant Income	£ 7,750.00	£ 7,750.00	£ -	£ 1,664.67	£ 25.00
£ 6,130.00	Total Income	£ 15,827.63	£ 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	£ 1,334.13	£ 547.11	£ 1,263.24
£ 450.00	Insurance	£ 325.79	£ 325.79	£ 361.98	£ 353.90	£ 342.59
£ -	Audit Fees & Expenses	£ -	£ -	£ -	£ -	£ -
£ 125.00	YCLA 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	£ 250.00
£ 150.00	Web Site	£ 179.37	£ 179.37	£ 8.39	£ 37.17	£ 5.99
£ 35.00	Information Comm. Registration	£ 35.00	£ 35.00	£ 35.00	£ 35.00	£ 35.00
£ 135.00	Newsletter	£ 144.00	£ 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	£ 180.00	£ 180.00	£ 150.00
£ 300.00	Other Winter Provision	£ -	£ 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	£ 100.00
£ 400.00	IVRA Inspection & Maintenance	£ 1,169.02	£ 1,169.00	£ 243.70	£ -	£ 36.00
	IVRA Sports Day	£ -	£ -	£ 419.26		
£ 100.00	Election Costs	£ -	£ -	£ -	£ -	£ 150.00
£ 200.00	Donations Made	£ 200.00	£ 350.00	£ 135.00	£ 268.00	£ 67.45
	Time to Remember Expenditure &					
	Donation	£ 1,585.00	£ 1,585.00	£ -	£ -	£ -
	Debrib. Costs	£ 416.00	£ 416.00	£ -	£ -	£ -
£ 300.00	Other Expenditure	£ 62.00	£ 100.00	£ 456.21	£ 1,538.24	£ 271.16
	Neighbourhood Plan	£ 3,366.88	£ 7,917.00	£ 66.50		
£ 7,055.00	Total Expenditure	£ 11,346.24	£ 16,465.34	£ 6,426.39	£ 6,067.42	£ 5,134.43
-£ 925.00	Surplus or Shortfall (-)	£ 4,481.39	-£ 721.80	£ 1,660.22	£ 1,987.15	£ 1,951.18
	Closing Balances (Cash Book Figures)					
	Current Account	-£ 3,474.54		£ 282.60	£ 21.23	£ 1,641.70
	Deposit Account	£ 19,515.66		£ 12,237.03	£ 10,838.18	£ 7,230.56
		£ 16,041.12		£ 12,519.63	£ 10,859.41	£ 8,872.26
Notes:						
Cash balances include £1,063.49 Defibrillator Fund, £471.59 Balance of Transparency Code Grant						
Cash balances also include £7,750 of NDP grant funds leaving cash taking off uncleared cheques & expense claims gives £16,041.12p						
Bank Reconciliation as at		21/03/2019				
	Deposit as per the Bank	£ 19,515.66				
	Current as per the Bank	£ 1,036.90				
			£ 20,552.56			
Unpresented Cheques and Expense Claims						
	Chq 240 - Salvation Army		£ 50.00			
	Chq 238 - Globe Library		£ 100.00			
	Chq - Foy Society		£ 147.00			
	Chq - Arncliffe Farms		£ 100.00			
	Chq - Village Hall		£ 400.00			
	Chq - Time to Remember donation		£ 142.29			
	Chq - Directions Planning		£ 3,572.15			
	Cash Book Balance as at		£ 16,041.12	error		
	Vat unrecovered		£ 616.86			