

GREAT AND LITTLE BROUGHTON PARISH COUNCIL
MINUTES OF THE MONTHLY PARISH COUNCIL MEETING HELD
IN GREAT BROUGHTON VILLAGE HALL AT 7PM ON MONDAY 10TH JUNE 2024

PRESENT: Councillors - Martin Coady, Helen Eldabe, Chris Tyerman (Chair of meeting), Susan Wilmot and Cathy Williamson.
ALSO PRESENT: Clerk to Great and Little Broughton Parish Council: Angela Livingstone, North Yorkshire Council Cllr Bryn Griffiths.

24.66 APOLOGIES FOR ABSENCE AND DECLARATION OF INTERESTS

Apologies for absence had been received from Robert Jones and Deborah Towler. The reasons for absence were approved by the council. There were no declarations of interest.

24.67 TO AGREE MEETING CHAIR AND PLAYPARK ROTA

RESOLVED: Meeting Chair: July - Cllr Eldabe, September - Cllr Williamson, October - Cllr Eldabe, November - Cllr Tyerman, December - Cllr Jones. Play Park inspections - July - Cllr Coady (Cllr Williamson completing the final week), August - Cllr Wilmot, September - Cllr Eldabe, October - Cllr Williamson, November - Cllr Tyerman, December - Cllr Jones.

24.68 Adopt Standing Orders, Financial Regulations, Asset Register and Insurance

Councillors discussed that the Standing Orders were still suitable for the Parish Council, the updated Financial Regulations were accepted and the Asset Register and the insurance would be taken forward to the next meeting.

24.69 TO AGREE THE MINUTES OF THE MEETING HELD ON 13 MAY 2024 AND ANY MATTERS ARISING

24.69.1 The minutes of the meeting of 13 May 2024 were proposed as correct and approved. The Chair signed the document.

Councillors discussed the following matter arising from the minutes of the meeting.

24.69.2 Cllr Williamson questioned wording on the website. **RESOLVED:** Telephone numbers of Councillors to be removed from the website and only email addresses to be displayed. No responsibilities were to be shown.

ACTION: Cllr Williamson

The picture of King Charles which had been discussed at the May meeting had been considered at the Village Hall committee meeting, there had been a decision by them that this would not be hung anywhere in the village hall and would be stored in the cupboard at present.

24.70 PUBLIC QUESTION TIME - No public present.

24.71 POLICE REPORT

The report showed data from 1-31 May 2024 - 1 violence against the person.

24.71 PLANNING APPLICATIONS

The following planning applications were received and considered by Councillors

24.71.1 Planning applications - ZB24/01030/FUL - 6 Town Green Drive - retrospective - erection of timber clad double garage - enforcement visited after this was erected and was raised by residents and reported to planning. There were no comments from residents on the portal and no comments made to the Parish Council. Councillors agreed that whilst other garages in the area were flat roofed, this garage had a pointed roof. **RESOLVED:** Discussed and there was a majority agreement of no comment.

24.71.2 Planning decisions - ZB24/00836/CAT 50 The Holme - works to tree - application granted.

24.72 COUNTY COUNCILLOR AND PARISH COUNCILLOR REPORTS -

Cllr Griffiths informed his disappointment with the email forwarded to him from NYC Planning and had taken it forward as an objection. He informed of a consultation to be received soon regarding bins. NYC were rationalising the bins to have the same service across the council and were looking at having the model used in Selby across the county. This had three wheeled bins and an option of a garden waste bin. It was reported that this would give a saving of £600,000. Councillors discussed concerns that residents in terraced homes would struggle for space.

24.73 VILLAGE MATTERS

24.73.1 Update on Village Green application - Cllr Eldabe advised that she had sent a response to Highways on their comments and had received a response that the evidence was being reviewed. Representatives from the Village Hall Committee informed of a Cream Teas event to be held on 7th July. The committee were hoping to erect tables on the green if the weather was good. The Parish Council agreed to this action and the Clerk would inform S Ward of the date and request the grass be cut for the event if the weather was expected to be good. **ACTION: Clerk**

24.73.2 Works to Wainstones Wood - to leave on agenda as a reminder for later in the year.

- 24.73.3 Grass cutting and trees throughout the village - S Ward had completed the work on new posts at play park and the tree works identified within the tree survey. Where trees had been identified within private gardens, there had been requests to the parishioners to complete this work. There would be a walkabout in July and the trees which had been discussed to be of concern but not shown as such on the report would be looked at. Councillors discussed the need for NYC permission for tree works within the conservation area and it was agreed that the Arborist be asked to return and make recommendations on the trees - T004 on Village Green - common ash to monitor for Ash Dieback currently class 1, to review in full leaf in summer and T030 on Holme Beck - list as a Rowan and identified no tree works, but common feeling in the village is that it is dead with no visible leaf growth.
ACTION: Clerk
- 24.73.4 Tees Rivers Trust update - There had been no recent meeting. Cllr Eldabe stated that the group had given the impression that if the Parish Council funded the coir rolls they would complete the works. An email had also been received from NYC on pollinators. **RESOLVED: Cllr Eldabe to progress. ACTION: Cllr Eldabe**
- 24.73.5 Picnic area development at Playground and playground bark order and date for works- update - Cllr Tyerman had forwarded costs for bark. Councillors discussed the options. **RESOLVED: Cllr Tyerman forwarded the costs received and it was resolved that an order could be placed based on these subject to final agreement on access and availability. A plan had been drawn up by Cllr Tyerman for picnic benches at the playground. RESOLVED: Cllr Tyerman to progress exact costs for only picnic benches and the costs with groundworks. ACTION: Cllr Tyerman**
- 24.74 VILLAGE MAINTENANCE**
- 24.74.1 Great Broughton damaged sign - The Clerk had forwarded the quotes to the insurance company. Clerk to progress prior to the July meeting. **ACTION: Clerk**
- 24.75 DEVELOP FUTURE PLANS / PROJECTS**
- 24.75.1 To look at future spending of recent bequest and CIL payment – to progress. Councillors had discussed work on the river of coir rolls and the works in the playground. It was agreed that a balance was needed on spending on trees, the river and the playground.
- 24.75.2 Proposed Newsletter - There had been no progress on the newsletter. It was suggested that a larger slot could be requested in the Kirkby and Great Broughton Parish newsletter. **RESOLVED: Cllr Eldabe to liaise. ACTION: Cllr Eldabe**
- 24.76 PLAYGROUND INSPECTION REPORT AND ROTA**
- 24.76.1 Rota - June - Cllr Towler, July - Cllr Coady, August - Cllr Wilmot, September - Cllr Eldabe, October - Cllr Williamson, November - Cllr Tyerman, December - Cllr Jones
- 24.77 CORRESPONDENCE TO DISCUSS** - History Society - information boards location - Cllr Eldabe informed that there was an idea of placing this next to the noticeboard. Cllr Eldabe to request a plan before this went for application approval. Quotes sent to Aviva for village sign repairs, query/reply re 151 High Street & Jubilee House, NYC - road closure information 7-9 August Lowcross Drive, Permitted developments for barns - extended to NYMNPA, complaint re parking near village hall forwarded to NYC - the village hall monitoring the situation. Cllr Tyerman commented on correspondence received from the Clerk and enquired if other Councillors were aware that the Clerk did not have MS Office access on her computer, he informed he had looked at costs and believed that it was possible to obtain this for free or a low monthly cost. Clerk to check costs as she believed the cost to be higher than the £2.50 per month suggested. **RESOLVED: Spend on MS365 approved if it was at this cost, if higher the Clerk was to advise. ACTION: Cllr Eldabe / Clerk**
- 24.78 FINANCIAL MATTERS**
- 24.78.1 Financial Report – The Clerk gave information on the financial position which was approved by the Parish Council. New information had been included on the spreadsheet as requested. Payments to account: Kirkby Parish Council grasscutting contribution £569.43. The Clerk had still had no response from Kirkby PC regarding the bark contribution. Clerk to enquire with Cllr Jones on this matter. Payments from account:- Clerks salary. To approve: S Ward £496.00 Play area posts, S Ward £365 tree works High Green/The Holme and bench works. Councillors discussed the interest which could be earned if additional funds were transferred to the Deposit account. **RESOLVED: Councillors instructed that if there were no restriction to doing so that the Clerk transfer £15,000. ACTION: Clerk**
- 24.79 APPROVAL OF 2023/24 ACCOUNTS**
- 24.79.1 To approve financial accounts for year end 2023/2024. Thanks were given to the resident who is an accountant and completed the audit for the Parish Council. He had been assured that the accounts were in good order and suggested that an asset register was compiled as soon as possible.

- 24.79.2 To certify Great and Little Broughton Parish Council as exempt from external audit for fiscal year 2023/24. RESOLVED that Great and Little Broughton Parish Council is exempt from external audit for the year 2023/24 as its annual turn-over does not exceed £25,000. Exemption certificate to be sent to PKF Littlejohn LLP and displayed on the website.
- 24.79.3 RESOLVED that the Annual Internal Audit Report for 2023/24 for Great and Little Broughton Parish Council included at page 4 of the Annual Governance and Accountability Return 2023/24 be noted. To be displayed on the website.
- 24.79.4 RESOLVED that Great and Little Broughton Parish Council approve Section 1 Annual Governance Statement for Great and Little Broughton Parish Council 2023/24 on page 5 of the Annual Governance and Accountability Return 2023/24. To be displayed on the website.
- 24.79.5 RESOLVED that Great and Little Broughton Parish Council approve Section 2 Accounting Statements 2023/24 for Great and Little Broughton Parish Council on page 6 of the Annual Governance and Accountability Return 2023/2024. To be displayed on the website.
- 24.79.6 RESOLVED that, in accordance with the Accounts and Audit Regulations 2015, the Local Audit (Smaller Authorities) Regulations 2015, SI 2020/404 and the Transparency Code for Smaller Authorities, Great and Little Broughton Parish Council will publish the additional documents on a public website: Certificate of Exemption, Analysis of variances, Bank Reconciliation to 31 March 2024, Notice of the period for the exercise of public rights and other information required by Regulation 15 (2), Accounts and Audit Regulations 2015. **ACTION: Clerk**

Next meeting scheduled for Monday, July 8th 2024 at 7pm

Adopted: _____ Date: _____ Chair of Great and Little Broughton Parish Council