

## **NOTTON PARISH COUNCIL**

### **Minutes of the Annual Parish Council Meeting held on**

**Wednesday 4<sup>th</sup> May 2022 7:00pm**

**Notton Village Hall**

**Present:-** Cllr Taylor, Cllr Eames, Cllr Jaggar and Cllr Hicks.

**Clerk to the Council-** Andrew Woodhead

**Members of the Public –** none

#### **01/0522 Appointment of Chair**

Cllr Taylor was duly elected as Chair of the Council for 2022-23; Cllr Taylor signed the acceptance of office form.

#### **02/0522 To receive and consider apologies for absence**

Cllr Callaghan – the apologies accepted by the Parish Council.

#### **03/0522 To receive any declarations of personal, prejudicial or pecuniary interest pertaining to the agenda**

None

#### **04/0522 Appointment of Vice Chair**

Cllr Hicks was duly elected as Vice-Chair for 2022-23

#### **05/0522 To received the Clerks Report for 2021-2022**

The Council noted the report and thanked the Clerk for his work

#### **06/0522 Appointment of two members to the Wakefield Branch of the Yorkshire Local Councils Association.**

Item deferred

#### **07/0522 Minutes of the last Annual Parish Council meeting**

The Council noted the minutes

#### **08/0522 To receive reviewed documents and consider necessary changes**

##### **Standing Orders**

##### **A) Notton Parish Council Standing Orders**

Notton Parish Council Standing Orders, as updated July 2018 reviewed and accepted

##### **B) Financial Regulations**

Notton Parish Council Financial Regulation as updated October 2019 reviewed and accepted

##### **C) Code of Conduct**

**Resolved** to adopt the new code of conduct based on that of the District Council amended to suite the Councils purpose titled 'Notton Parish Councillor Code of Conduct 2022'.

**D) Reserves Policy**

**Resolved** to adopt the November 2019 Notton Parish Council- Financial reserves policy as amended in May 2022.

**E) Notton Parish Council- Asset list & Valuation**

**Resolved** to adopt the corrected Notton Parish Council- Asset & Valuation list April 2022

**09/0522 To receive comments or questions from members of the public attending**

No public present.

Meeting end 7:25 pm

**NOTTON PARISH COUNCIL**  
**MINUTES OF THE PARISH COUNCIL MEETING HELD ON**  
**Wednesday 4<sup>th</sup> May 2022 7:30pm**  
**Notton Village Hall**

**Present:-** Cllr Taylor, Cllr Eames, Cllr Jaggar and Cllr Hicks.

**Clerk to the Council-** Andrew Woodhead

**Members of the Public – Two**

**10/0522 To receive comments or questions from members of the public attending the meeting**

**a)**-It was noted that some of the Hanging Baskets had been stolen and one pulled down in a possible attempted theft.

**b)**-It was stated that the Hanging baskets did brighten the village and they were appreciated by the residents.

**c)**-The Council was thanked for the work undertaken around the pond in the village, which looks very nice.

**d)**-It was requested that the memorial plaque/hanging basket for Tom Tate be relocated near to the pond. The Clerk was tasked to contact the provider.

**11/0522 To receive and consider apologies for absence**

Cllr Callaghan and District Cllr Cummings - the apologies accepted by the Parish Council.

**12/0522 To receive any declarations of personal, prejudicial or pecuniary interest pertaining to the agenda**

None

**13/0522 To receive parish information from District Councillors/inform the District Councillors of Parish issues.**

No report this meeting

**14/0522 To confirm the minutes of the Parish Council meeting held on Thursday 7<sup>th</sup> April 2022 as a true and accurate record.**

**Resolved-** to approve the minutes of the April ordinary meeting of the Parish Council as a true and accurate record and duly signed by the Chair.

**15/0522 Highway Matters**

Cllr Jaggar reported that he had taken the Smiley SID out around the village and noted that the traffic was slower in consequence. Cllr Jaggar was thanked for his efforts.

**16/0522 Planning Matters**

**a)-To consider planning validate application**

22/00729/TPO 83 George Lane, Notton. Sycamore to fell Tag No 620- Noted

22/00760/FUL 15 Willow Beck, Notton. Extension of existing garage to front and side to form living accommodation- Noted

**b)-To receive information on planning decisions**

22/00352/FUL The Barn 14 Applehaigh Lane, Notton. Single Storey rear and side extension-  
Approved- Noted.

**c)-To receive information on any appeals**

No appeals

**d)- To receive an update on the development on the green**

No update

**17/0522 Financial Matters**

a)-To approve accounts for payment for April

**PAYMENTS APRIL 2022**

<b>Date</b>	<b>Details</b>	<b>Payee</b>	<b>Amount £</b>
04/05/2022	Clerks Salary	A Woodhead	213.95
04/05/2022	Postage	A Woodhead	5.44
04/05/2022	PAYE (Clerk)	HMRC	53.40
04/05/2022	Notton.org.uk Renewal (Nov 2021)	ACS	30.00
		<b>Total</b>	<b>302.79</b>

Accounts for payment **Approved** the Clerk was instructed to raise the payments.

b)-To receive information on receipts

**INCOME APRIL 2022**

<b>Date</b>	<b>Item</b>	<b>Amount £</b>
01-Apr	WMDC LCGP 9220 491 2122	2,405.17
05-Apr	WMDC 422891 Notton	12000.00
26-Apr	Notton Village Hall	1092.50
	<b>Total</b>	<b>15497.67</b>

Income for April Noted.

**c)-To receive the budget to date**

Paper setting out spend to budget – accepted

**d)-To receive the bank reconciliation**

**Bank Reconciliation**

Notton Parish Council

£

Cash brought forward from 2021-  
2022

3059.63

Income to date 15497.67

Total 18557.30

Expenditure to date 302.79

**Current Balance 18254.51**

uncashed chqs	213.95
and payments	5.44
not on statement	53.40
or awaiting	30.00
authorisation	
Total	302.79

Date 1 May 2022

<b>Bank Statement</b>	
<b>218</b>	18557.30
Uncashed Chqus	302.79
<b>Balance</b>	<b>18254.51</b>

Bank reconciliation – accepted, April accounts signed off.

### 18/0522 To consider correspondence and take action where necessary

- Local Council Powers: S137 and General Power of Competence (GPC) Webinar Session- Tuesday, 12 April 2022 6.30pm to 8:00pm
- Resilience and Community Emergency Planning, Simon Wright, Senior Resilience and Emergencies Officer, North Yorkshire County Council Webinar Session – Wednesday, 13 April 2.00pm to 3.00pm
- Various Finance Related Webinar Training Courses by Parkinson Partnership April and May 2022
- White Rose Weekly Bulletin 8 April 2022
- Councillor's Discussion Forum - Thursday, 14 April 6.45pm to 7.45pm
- YLCA Training Webinar Sessions 19 April to 28 April 2022
- After the election! Does the Council have vacancies? Is no one elected? Is the council quorate? Webinar Session - Wednesday, 20 April
- YLCA Training Programme June/July 2022
- White Rose Weekly Bulletin 14 April 2022
- Website and Accessibility - James Proctor, Managing Director, WJPS Webinar Session - Tuesday, 26 April 2022
- Speed Matters: 20 is Plenty Campaign, Anna Semlyen Webinar Session - Tuesday, 26 April 2022
- Remittance Advice: 12/04/2022 (precept)
- Thomas Cesi – Notton Primary School Catchment
- YLCA-The Good Councillor's Guide and other publications
- YLCA-The Agenda, Powers, Meeting Procedures and Policies Webinar Session - Tuesday, 10 May 2022
- YLCA- Branch Meetings - Your council's representatives
- WMDC- Payment of Community Infrastructure Levy
- White Rose Weekly Bulletin - 29 April 2022
- Notton Safe Scheme (Police) Report – April

### 19/0522 Grounds Maintenance

Noted that the Council is happy with the current grass cutting regime.

## **20/0522 Allotments**

a)-It was reported that the issue with the Cockerel on the Allotments has been addressed following letters to all plot holders.

b)-It was brought to the notice of the Council that a Caravan has reappeared on the Allotments, the Clerk was instructed to write to the Plot hold with a final warning to remove the Caravan within 7 days of the date of the letter, and that buildings need to be removed and 70% of the land cultivated or notice to quit will be served.

## **21/0522 To receive information on the community spending (CIL) projects and agree action**

### **a)-To receive update on CIL money**

The Council has received correspondence from Claire Smith CIL Monitoring and Compliance Officer stating that the Council we be in receipt of £2341.46 CIL monies, the Clerk confirmed that the accounts will be amended, in order to show the income and expenditure from this fund and the current CIL balance will also be credited to this heading.

### **b)-To approve the method of implementing the Jubilee tree planting on the green and agree a timescale.**

It was decided that the Clerk will order the Trees for planting in the autumn, the project has to be within the original grant funded budget. The Council accepted that the number of trees will need to be reduced as all prices have risen recently and continue to do so.

### **c)-To receive an update on the hanging baskets and agree action**

Noted that some of the Baskets have been stolen. Consideration would be given on future provision at a later date.

## **22/0522 To receive an update on the Police safe scheme**

The Police safe scheme report was received by the Council, it was noted that there had been more activity than usual in the Village and it was hope that all issues had been addressed. It was stated that the recent PACT meeting had been poorly attended. PC Buck was thanked for the report.

## **23/0522 To consider Parish Matters**

a) To consider the current School Catchment area issue, brought to the council's attention by a resident and determine a way forward.

A resident had flagged issues with Notton catchment area, this disadvantages Children in the village. The Council had drafted a letter, the Clerk was instructed to sign it on behalf of the Council and forward it to the District Council in support of the resident.

b) It was reported that Quad bikes and motorbikes had been racing along the canal tow path, this is very dangerous as the path is narrow and any cyclists or walkers would not be able to avoid collision with fast moving vehicles. Information would be forwarded to the District Council and the Police.

## **24/0522 Matters for inclusion on the agenda of the next meeting**

- The clerks remuneration
- Hanging Baskets

The meeting closed at 8:50 pm.