

Killinghall Parish Council

Chairman: Anne Holdsworth

Clerk & RFO: Robert Bareham

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Dear Councillor,

YOU ARE HEREBY SUMMONED TO ATTEND AN ORDINARY MEETING OF
KILLINGHALL PARISH COUNCIL
to be held at the Methodist Church, Killinghall

on Monday 03rd June 2024 @ 7.30pm

Members of the public and press are invited to attend and may address members of the Council during the item set aside for public participation – Public Participation shall not exceed 15 minutes and any member of the public shall not speak for more than 3 minutes (please see the councils Standing Orders Part 3 Item (e) onwards).

Protocol on audio/visual recording and photography at meetings: Recording is allowed at Parish Council Meetings; subject to compliance with the Council's protocol on audio/visual recording and photography at meetings.

The business to be transacted at this meeting is shown below.

Rob Bareham

Parish Clerk
Killinghall Parish Council
29th May 2024

Abbr: AH = Cllr Anne Holdsworth (Chair), AB = Cllr Andrea Beal (Vice Chair), JM = Cllr John Moretta, CD = Cllr Christopher Dunn, MD = Cllr Margaret Donnelly, TD = Cllr Trevor Dixon, RB = Rob Bareham (Parish Clerk)

Key: HA = Housing Association, IA = Internal Auditor, IAY = Internal Audit Yorkshire, KPC = Killinghall Parish Council, MoP = Member of the Public, NAG = Nidd Action Group, NYC = North Yorkshire Council, NYP = North Yorkshire Police, PC = Parish Council, SLCC = Society of Local Council Clerks, VHT = Village Hall Trust, W3W = What 3 Words.

Agenda

<u>Item</u>		<u>Record</u>	<u>Action By</u>
2024.084	Welcome by the Chairman		
2024.085	Absence and Apologies		
	a) To Receive Apologies		
	b) To approve the reason(s) for absence given by Councillors.		
2024.086	Dispensations & Pecuniary Interests		
	a) To receive, consider and decide upon any applications for dispensations.		

- b) To receive any declarations of interest not already declared under the Councillors Code of Conduct or a member Register of Disclosable Pecuniary Interests.

2024.087 Minutes for approval from Previous Meetings

- a) To consider approving the Minutes of the Annual Meeting of the Parish Council of the 13th May 2024
- b) To consider approving the Minutes of the Ordinary meeting of the 13th May 2024

2024.088 Public participation Session (for the public to talk to councillors about items on the agenda)

2024.089 To receive the Councillors report

- a) Report from Cllr M Harrison

2024.090 To receive the report from the Police and Housing Association

- a) Report from a police representative
- b) Report from the Housing Association
- c) Cllr Beal to update the council on communications with the HA.

2024.091 Councillor Vacancies

- a) RB to update on the vacancies.
- b) For the council to consider ways to advertise the councillor vacancies.

2024.092 To receive the Clerk's report (Items received after the publication of the agenda or for items needing discussion)

- a) For the clerk to update on the Facebook page.
- b) For the clerk to update on the council's website.
- c) For the council to consider purchasing a replacement printer as the Brother printer is no longer printing
(https://www.currys.co.uk/on/demandware.store/Sites-curryspcworlduk-Site/en_GB/Compare-Show?pid1=10259013&pid2=10242958&pid3=10258309&pdpCheck=false&copied=true&showDifference=false&cgid=all-printers-printers-scanners-and-ink-computing)
- d) To note the launch of YLCA's "Yorkshire Parish Council Websites"
- e) For the clerk to update the council on Parish Council Training of the 21st May 6.30pm regarding "Accessibility" & having a ".GOV.UK" domain.
- f) To consider supporting the MoP's complaint either in full, part or not at all and to consider the clerk raising the matters with Area 6 Highways (see also 2024.096(a)). (noting that the PC does not have powers in instigate the required process).
- g) To update the council on establishing contact with the developers of King Edwin Park
- h) To note the MoP's correspondence regarding Commercial Waste on Land at Hollins Farm

- 2024.093** **Correspondence Report** (Items received after publication of the agenda or for items needing discussion)
- a) MD to update of the free Defibrillator Training.
 - b) For councillors to note the S106 training at the Methodist Church given by NYCC.
- 2024.094** **Matters arising from previous meetings** (Items requested to remain on the agenda or to be resolved)
- a) For the clerk to update the council on the “Northern Powergrid Foundation” grant offer.
 - b) For the clerk to update the council on the offer of community initiatives from JN Bentley
 - c) JM to update the council on the ongoing repairs to the Glebe Play Equipment (deferred from item 2024.052(1))
 - d) Update on Anti-Social Behaviour on the Glebe (ongoing from item 2024.052(3))
 - e) Presentation of the development at Harrogate West Business Park, Phase II, from Teakwood Developments Ltd (developer).
- 2024.095** **Items for discussion from Councillors or a member of the public.** (These are new items that have been requested to be included in the agenda)
- 2024.096** **Area 6 Highways**
- a) For the council to note that a Zoom call has been set up with Area 6 Highways for the 11th June 2024
- 2024.097** **Planning Matters**
- a) To consider Planning Consultation ZC24/01411/FUL
Land Comprising Field At 427883 457064
Otley Road
Killinghall
North Yorkshire
Closing Date.....
 - b) To note Planning Decision ZC24/00010/OUT
The Cedars
45 Ripon Road
Killinghall
Harrogate
North Yorkshire
HG3 2DG
 - c) To note Planning Decision ZC24/00415/OUT
Land Comprising Garden South Of Warren Bank Top
Ripon Road
Killinghall
North Yorkshire
 - d) To note Planning Decision ZC24/00595/FUL
Rowan Garth
Ripon Road
Killinghall
Harrogate
North Yorkshire
HG3 2DH

- e) To note Planning Enforcement 24/00159/BRPC15



- f) To note Planning Decision ZC23/01546/FUL
Killinghall Stone Quarry
Ripley
North Yorkshire

2024.098 End of Year 2023/2024

- a) For the council to consider approving the 2023 -2024 accounts
- b) For the council to discuss the Annual Internal Overview Report from Internal Audit Yorkshire
- c) For the council to note the Annual Internal Audit Report (page 3 AGAR)
- d) For the council to consider approving The Annual Governance Statement (Section 1)
- e) For the council to consider approving The Accounting Statements (Section 2)
- f) For the Chairman and RFO to sign the Annual Governance Statement (Section1) and for the Chairman to sign the Accounting Statements (Section 2)
- g) For the council to consider the RFO's recommendation of setting the commencement date for the Exercise of Public Rights as Monday the 1st of July to Friday the 6th of August 2024
- h) For the council to consider approving the end-of-year reconciliation
- i) For the council to consider approving the explanation of variances
- j) To inform the council that the approved documentation will be uploaded to the website, placed on the noticeboards and emailed to the External Auditor by Thursday 27th of June 2024 at the latest.

2024.099 Policy Matters

- a) For the council to consider adopting the Standing Orders dated 3rd June 2024
- b) For the council to consider adopting the Councillor Code of Conduct dated 3rd June 2024.
- c) For the council to consider adopting the Financial Regulations dated 3rd June 2024.
- d) For the council to consider adopting the Staff Data Protection Policy dated 3rd June 2024.

2024.100**Financial Matters**

- a) To note payment to Park Lane Playgrounds (Inv 2856) £80.00 + £16.00 Vat (See also 2024.101 (a))
- b) To note payment to Park Lane Playgrounds (Inv 2855) £2850.00 + 570.00 Vat (See also 2024.101 (b))
- c) To consider the Clerks salary for April 2024 £412.82 (See also 2024.101 (c))
- d) To consider the Clerks salary for May 2024 £536.36 (See also 2024.101 (d))
- e) To consider the payment to HMRC for Apr 2024 £103.00 (See also 2024.101 (e))
- f) To consider the payment to HMRC for May 2024 £536.36 (See also 2024.101 (f))
- g) To note receipt of part 1 of the precept £20000.00
- h) To note receipt of £3000.00 towards repair to the play equipment on the Glebe from Cllr Harrison's locality Budget.
- i) To consider the bank reconciliation dated 30th April 2024
- j) To note that SALC has been set as the payroll provider for Killinghall Parish Council
- k) To consider the clerks expenses of £94.49 (see also 2024.101 (k))
- l) To note payment to Live Wild & Grow Ltd of their monthly invoice of £480.00 + £96.00 Vat
- m) To consider payment to Park Lane Playgrounds (Inv 2863) for £867.00 + £173.00 Vat (See also 2024.101 (m))

2024.101**Payments to consider:**

a) Park Lane Playgrounds Inv 2856	£96.00
b) Park Lane Playgrounds Inv 2855	£3420.00
c) Clerks Salary for April 2024	£412.82
d) Clerks Salary for May 2024	£536.36
e) HMRC for Apr 2024	£103.00
f) HMRC for May 2024	£134.20
k) Clerk Expenses	£94.49
l) Live Wild & Grow Ltd	£576.00
m) Park Lane Playgrounds Inv 2863	£1040.00
Total	<u>£6412.87</u>

2024.102**To confirm the date of the next Council meeting(s):**

Ordinary Meeting of the Parish Council 1st July 2024 @ 1930hrs

(The cut-off date for agenda items 24th June 2024 please)

2024.103

Temporary exclusion of press and public: Pursuant to the Public Bodies (Admission at meetings) Act 1960. (The Public and Press be excluded from the meeting due to the confidential nature of the business to be discussed)

To Vote

2024.104**Employment Matters**

- a) To consider payment of the clerk's additional 55.5 hours worked (8/4/24–26/5/24)
- b) For the council to note that the clerk does not wish to make pension contributions at this time and will give the council notice should this change.
- c) To note the Clerks holiday from August 5th 2024 to August 16th 2024