

# 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 04<sup>th</sup> November 2024 @ 7.00pm**

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.

As per our Standing Orders all motions will require a proposer, seconder and a show of hands.

**Rob Bareham**  
**Parish Clerk**  
**Killinghall Parish Council**  
**30<sup>th</sup> October 2024**

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

Key: BR = Bank Reconciliation, DoI = Declaration of Interests, ETC = English Tree Care, FLS = Farm and Land Services, HA = Housing Association, IA = Internal Auditor, IAY = Internal Audit Yorkshire, KPC = Killinghall Parish Council, MoP = Member of the Public, LWG = Live Wild & Grow, NAG = Nidd Action Group, NAS = National Allotments Society, NYC = North Yorkshire Council, NYP = North Yorkshire Police, PC = Parish Council, PRoW = Public Right of Way(s), SLCC = Society of Local Council Clerks, VHT = Village Hall Trust, W3W = What 3 Words

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## Agenda

<u>Item</u>	<u>Record</u>	<u>Action By</u>
<b>2024.184</b>	<b>Welcome by the Chairman</b>	
	a) For the council to note the resignation of Cllr T Dixon from the Parish Council	
<b>2024.185</b>	<b>Absence and Apologies</b>	
	a) To Receive Apologies	
	b) To approve the reason(s) for absence given by Councillors.	

- 2024.186      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 members Register of Disclosable Pecuniary Interests.
- 2024.187      Minutes for approval from Previous Meetings**
- a) To consider approving the minutes of the Parish Council meeting of the 7<sup>th</sup> October 2024
- 2024.188      Public participation Session** (for the public to talk to councillors about items on the agenda)
- 2024.189      To receive the Councillor's report**
- a) Report from Cllr M Harrison
  - b) Report from Cllr P Lacey
- 2024.190      Councillor Vacancies**
- a) RB to update on the vacancies.
  - b) To inform the council that a paper detailing ways to recruit will be available for the December meeting.
  - c) To consider the clerks request to register for training with YLCA for the 11<sup>th</sup> March 2025.
- 2024.191      To receive the Clerks report**
- a) For the clerk to update the Council on the "Community Payback Team" working in the parish.
  - b) For the council to note the Parish Liaison Presentation 23<sup>rd</sup> October 2024
  - c) For the council to consider a nomination to the Royal Garden Party 2025
  - d) For the councillors to note and consider any further action of the consultation letter regarding Killinghall Bridge
  - e) For the council to note NYC's "Let's Talk" money regarding its statutory budget consultation.
  - f) To note that the H "free" printing trial ended mid-month. To continue printing the clerk has signed up to the HP Instant Ink programme for the 300-page plan at £9.99 + £2.00 Vat, per month. For the council to consider any further action.
- 2024.192      Correspondence Report** (Items received after publication of the agenda or for items needing discussion)
- 2024.193      Matters arising from previous meetings** (Items requested to remain on the agenda or to be resolved)
- a) AB to update on the War Memorial flower beds.
  - b) AB to update the council on the Christmas Tree and for the council to consider any further actions.

- c) JM to update the council on Church Lane and for the council to consider any further action.

#### **2024.194**

##### **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)

- a) For the council to note the laying of the wreath at the War Memorial is at 11am on the 11<sup>th</sup> November 2024.
- b) For the council to consider the request of a MoP "A61 Ripon Rd Pedestrian Crossing Requirement" (see also 2024.194 (b))
- c) Not used
- d) For the council to note and consider the MoP's request for a memorial plaque/stone near the bus stop
- e) For the council to note and consider any further action on the MoP's request regarding the Newett Est, Otley Road (see also 2024.195 (c))

#### **2024.195**

##### **Area 6 Highways**

- a) To report on the recent meeting with Area 6 Highways
- b) For the council to note that the MoP's request 2024.194 (b) has been passed to Highways 6 for consideration.
- c) For the council to note that the MoP's request 2024.194 (e) has been passed to Highways 6 for consideration.

#### **2024.196**

##### **Planning Matters**

- a) For the council to note Planning Decision ZC24.02953.FUL  
6 Comfrey Close  
Harrogate  
North Yorkshire  
HG3 2XB  
(Permission Granted)
- b) For the council to note Planning Decision ZC24.02987.TPO  
Killinghall Recreation Ground  
Killinghall  
Harrogate  
North Yorkshire  
England  
(Permission Granted)
- c) For the council to note Planning Enforcement 24.00318.BRPC15
- d) For the council to note Planning Decision ZC24.02886.FUL  
1 Butterbur Way  
Harrogate  
North Yorkshire  
HG3 2XH  
(Permission granted)

#### **2024.197**

##### **The Glebe**

- a) For the clerk to update on the repairs to the fitness equipment now being completed 14<sup>th</sup> November 2024
- b) Not Used

- c) For the Council to Note the Glebe Inspection Report dated 16<sup>th</sup> September 2024
- d) For the council to note the tree work is expected to be carried out the end on November 2024 (see also 2024.196 (b))

**2024.198 King Edwin Park Allotments**

- a) For the council to note the public meeting being held on the 11<sup>th</sup> November 2024 at 6:00pm and Persimmons will be represented.
- b) For the council to note that it is now a member of the NAS.

**2024.199 Policy Matters**

- a) For the council to note the election of the Chairman of the Staffing Committee for its meeting of the 28<sup>th</sup> October 2024

**2024.200 Financial Matters**

- a) For the council to note the Bank Reconciliation dated 30<sup>th</sup> September 2024
- b) For the council to consider the Fresh Air Fitness Inv 24835 (£237.92 + £47.58 Vat)
- c) For the council to consider the Clerks salary for Oct 2024 (£560.36)
- d) For the council to consider the HMRC Month 7 payment (£134.20)
- e) For the council to consider SALC invoice 29317 (£45.00 + £9.00 Vat)
- f) For the council to consider YLCA invoice 2694 (£35.00)
- g) For the council to consider Vision ICT invoice 18970 (£175.00 + £35.00 Vat)
- h) For the council to consider LWG Invoice 2740 (£480.00 + £96.00 Vat)
- i) For council to note the Extraordinary Meeting for finance 18<sup>th</sup> November @ 7:00pm
- j) For the council to consider the clerks expenses (£9.99 + £2.00 Vat)

**2024.201 Payments to consider:**

<b>Cheque</b>	<b>Payment to</b>	<b>Amount</b>
b)	Fresh Air Fitness	£285.50
c)	R Bareham (Oct Salary)	560.36
d)	HMRC (Month 7)	£134.20
e)	SALC (Inv 29317)	£54.00
f)	YLCA (Inv 2694)	£35.00
g)	Vision ICT (18970)	£210.00
j)	Clerk Expenses200 (j)	£11.99
<b>Total</b>		<b>£1291.05</b>

**2024.202 To confirm the date of the next Council meeting(s) and to consider a new starting time of 1900hrs:**

**Ordinary Meeting of the Parish Council 2<sup>nd</sup> December 2024 @ 7.00pm**

*(Cut-off date for agenda items 25<sup>th</sup> November 2024 please)*

**Parishioners Meeting for Allotments 11<sup>th</sup> November 2024 @ 6:00pm**

**Extraordinary Finance Meeting 18<sup>th</sup> November 2024 @ 7:00pm**

- 2024.203      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)**
- 2024.204      Employment Matters**
- a) For the council to consider the clerks additional hours for weeks 21 – 29 of 22.5hrs
  - b) For the council to note that the 6-month appraisal of the clerk took place on the 28<sup>th</sup> October 2024
  - c) For the council to receive the recommendations of the Staffing Committee concerning the outcome of the appraisal of the Parish Clerk.
  - d) For the council to consider the recommendation of the Staffing Committee to the change to the contractual weekly/monthly hours.
  - e) For the council to consider the recommendation of the Staffing Committee of the 1-point increase on the Local Government Service Pay Agreement 2024/2025.
  - f) For the council to note the Local Government Service Pay Agreement for 2024/2025 has been agreed. The back dated pay will be actioned in the November pay cycle.