

**Minutes of the Annual Meeting of Ampleforth Parish Council Meeting held in the Village Hall on Thursday 3 May 2012 at 7.30pm**

**Present:** Councillors M Raynar (Chairman), T Pite, and C Smith.

**Also Present:** Two members of the public and V Ellis (Parish Clerk)

**1. Election of Chairman**

Councillor Mary Raynar was elected as chairman.

**2. Chairman's declaration of acceptance of office**

The Chairman signed the declaration of acceptance of office of chairman.

**3. Election of Vice Chairman**

Councillor Carolyn Smith was elected as vice chairman.

**4. Apologies**

Apologies for absence were received from Councillors Lane and Toynbee. The council approved a period of 6 months leave of absence for Councillor Lane.

**5. Declarations of interest**

There were no declarations of interest in the agenda items.

**6. Minutes**

The council resolved to agree the following minutes and they were signed by the chairman

- a) Ordinary Meeting on the 5<sup>th</sup> April 2012.
- b) Additional Meeting (Planning) on the 25<sup>th</sup> April 2012.

**7. Public Participation**

No members of the public wished to speak.

**8. Finance**

This agenda item was brought forward.

- a) The council resolved to grant £300 to the Ampleforth Village Jubilee Committee.
- b) The council resolved to share with Helmsley Town Council the clerk's £110 Annual Subscription to the Society of Local Council Clerks at a cost of £55.
- c) The following payments were agreed and will be signed following the meeting by 2 signatories as only one was present.

100870	Ampleforth V Hall	Rent	243.00
100871	Vision ICT	Website upgrade	120.00
100872	SLCC	PAYE Training	11.25
100873	MJ Young Trees	Main Street, Ampleforth	880.00
100874	J A Husband	Internal Audit	70.00
100875	Ryedale Group	Ink	55.69
100876	J Dawson	Grass Cutting	216.00
100877	V Ellis	Salary, exp Mar-May	637.12
100878	Am. Vill Jub Cttee	Grant for Jubilee Party	200.00
100879	R Wedgwood	Grass Cutting	255.00
		<b>TOTAL</b>	<b>2688.06</b>

**9. Annual Governance Statement (Annual Return)**

This agenda item was deferred until another meeting.

**10. Reports for information only**

- a) Chairman's Report: Thanks were received from the resident of Hambleton House for the work undertaken by NYCC.
- b) Broadband Champion's Report: Apologies were received from Ms Sue Shepherd and an email update received was read out by the clerk.

- c) Clerk's Report: **Documents circulated:** Leader Funding increased to £7,500 for 2012-13, Local Plan Strategy and implications of release of National Planning Policy Framework, March 2012 Crime Statistics, White Rose Update April, Memorial Tree for Mr J Farquhar, recruitment of two co-opted independent members of the North Yorkshire Police and Crime Panel, Temporary Rolling Road Closures for cycle racing 24 June, Listed Buildings list, Country Air. **Verbal updates:** Closed Churchyard consultation update-referred to YLCA, Common Share advice, streetlight works.

## 11. Planning

**The council noted the outcomes of the following applications.**

**Application No: 12/00102/FUL** Proposal: Erection of solar panel thermal array on swimming pool roof for heating of the swimming pool as part of a scheme of refurbishment

Location: St Alban Centre Aumit Lane Ampleforth. **Decision: Approved**

**Application No: 12/00157/FUL** Proposal: Installation of tubular solar collectors on 2 no.

south/south west facing roof slopes of the cricket pavilion to heat water for showers and sinks.

Location: Ampleforth Abbey and College. **Decision: Approved**

## 12. Tree Notice

Notice to Fell Trees in a Conservation Area at Kemp House Farm, East End, Ampleforth: Applicant Mr James Towler: **Proposals** To crown clear 2 sycamore trees. **Decision:** The council resolved to support the application.

## 13. Ampleforth United Charities Trustee

The council resolved to appoint Mr Simon Reid for the 3-year appointment if no further applications have been received by closing date of Friday 4 May 2012.

## 14. Councillors Audit

Councillors Pite and Smith were authorised to undertake Councillors' Audit.

## 15. Internal Audit

The report of the Internal Auditor was received and noted.

## 16. Insurance

This agenda item was deferred until a future meeting.

## 17. Ampleforth Parish Council Bank Accounts

- a) The council resolved to authorise the Chairman and the Clerk to open a current account and a deposit account at HSBC.
- b) The council resolved to authorise Councillors Lane, Pite, Raynar, Smith and Toynbee to be cheque signatories for the HSBC current account cheques.
- c) The council resolved to authorise the Chairman, Vice Chairman and the Clerk to certify a copy of the council's Standing Orders and Financial Regulations as required by HSBC, which was then done.
- d) The council resolved to authorise the Barclays signatories, Councillors Lane, Raynar and/or Toynbee to close both the Barclays Accounts once the HSBC accounts are open.

## 18. Policies and Procedures

a) **The council reviewed the following policies, procedures and fees:**

Standing Orders                      Grievance Procedure      Freedom of Information Policy

Financial Regulations      Publication Scheme      Data Protection Policy

Complaints Procedure      Asset Register              Disciplinary Procedure

Cemetery Fees

b) The council resolved to agree to create separate registers, policies and a bank account for the Ampleforth Millennium Green Trust if required to do so.

## 19. Meetings

- a) The council decided to wait for the agenda of the NYMNPA Western Area Forum on 22 May 2012 before making a decision on attending.
- b) The council resolved not to arrange a date for a meeting in July 2012 but will hold a meeting if necessary in late June or in July.

**Signed                      Date**