

## **Agenda for the Meeting of Ampleforth Parish Council to be held in the Village Hall on Thursday 3<sup>rd</sup> April 2014 at 7.30pm**

### **1. Apologies**

To receive apologies, and approve the reasons, for absence.

### **2. Code of Conduct and the Ethical Framework**

To receive any declarations under the code of conduct.

### **3. Minutes**

To agree and sign the minutes of the Meeting held on the 6 March 2014.

### **4. Public Participation**

To allow members of the public to make representations, answer questions and give evidence in respect of any item of business on the agenda.

### **5. Exchange of information and items for next agenda. To include Chairman's & Clerk's reports. Documents Circulated**

- i. Ampleforth Remembers: Letter thanking the parish council for the grant of £200.
- ii. Ryedale Safer Neighbourhood statistics – February.
- iii. HH AONB Design Guidance: New Agricultural Buildings and Infrastructure (received March 2014).
- iv. YLCA White Rose 6<sup>th</sup> March and 24<sup>th</sup> March.
- v. Clerks and Councils Direct (sent free by the publisher).

#### **Other information**

- vi. Community Payback update
- vii. Annual Parish Meeting on 1 May at 6.30pm. Speakers to include Mr Gary Housden, RDC –re £92,000 s106 funding for 'youth and adult play provision', Lilly Allenby on support for setting up a Youth Club. Maggie Farey of Rural Action Yorkshire will be present to advise on relevant projects and volunteering. To be followed by the Annual Meeting of the Parish Council.
- viii. Streetlight on Old Station Road has been replaced by NYCC. Adoption to follow.
- ix. Complaint received about the amount of litter on Back Lane and East Lane. College contacted.

**Outstanding matters - see endnote<sup>1</sup>**

### **6. Planning**

**To consider the following application:**

**Application No.** 14/00234/FUL **Applicant** Ampleforth Abbey & College (Mr David Read)

**Proposal** Widening of and alterations to existing vehicular delivery access, to include relocation of retaining wall.

**Location** Ampleforth Abbey And College Ampleforth Helmsley YO62 4EN

### **7. NYCC Highways**

To receive copies of emails re traffic calming and flashing signs, and any replies re de-celeration zones (no reply by 26 March) and to consider further action.

### **8. Tree Management Plan (circulated)**

a) To note that NYCC has been contacted about the tree by the track south of the Millennium Green. It was included to draw attention to its dangerous condition even though it does not belong to the parish council.

b) To receive the plan and to agree further action.

### **9. Community Governance Petition**

a) To receive an update from Mr A Winship, solicitor, at RDC on the progress of the petition.

b) If no update has been received, to agree to formally write to RDC, and copy in District Councillor J Bailey, requesting that this matter is dealt with, as the petition was handed in on the 15<sup>th</sup> November and the legal time limit for RDC is one year.

### **10. St Hilda's Churchyard**

a) To receive an update from Mr R Barnsley, surveyor, at Ryedale District Council on the progress of the licence agreement and written clarification over insurance.

b) If no letter or licence has been received, to agree to formally write to RDC, and copy in District Councillor J Bailey, requesting that this matter is dealt with.

### **11. Household Amenity/Recycling Site at Wombleton**

To consider a request from Wombleton Parish Council to join a group to campaign against a reduction of hours or closure should NYCC hold a consultation or announce plans.

## 12. Training

NYMNPA Parish Planning Training 30<sup>th</sup> April. To decide on up to 2 representatives to attend.

## 13. Community Payback

To consider asking that the following work is done, and to supply the materials required: paint the white wood and steel railings and concrete posts at the western end of the village, and to restore the benches on the Millennium Green.

## 14. Meeting Dates

To consider the schedule for 2014-2015. (circulated)

## 15. Finance and Governance

- a) **Grant:** To note that Ampleforth Millennium Sportsfield received a second quote for insurance for £185 and a cheque as issued between meetings, as delegated, Chq No. 200031.
- b) To agree that the clerk/RFO Ms Louise Pink is authorised to access the parish council's and the Millennium Green Trust's HSBC accounts online but not to undertake any financial transactions.
- c) To receive the result of Councillors' Audit undertaken on the 3<sup>rd</sup> April by Councillors Pite and Smith.
- d) To receive the running budget to the 28 February and 31 March 2014. (February circulated, March available at the meeting)
- e) To receive the bank reconciliation to the 28 February and 31 March 2014. ((February circulated, March available at the meeting)
- f) To receive the Summary of Accounts for 2013-2014 (unaudited draft circulated, final version at meeting if any transactions occur after the documents have been circulated).
- g) To agree to the donate the filing cabinet (no key) to Helmsley Recreation Charity, to dispose of the printer to the NYCC Civic Amenity site for recycling, and to amend the Asset Register.
- h) To agree payments and to sign cheques as per the list provided.

## 16. Common Shares

**The council needs to decide whether to treat part of this item as exempt and, therefore, exclude the public for that part under The Public Bodies (Admissions to Meetings) Act 1960 s1.**

- a) To receive an update from Dennison Lupton Till (email circulated).
- b) To note that the matter of the wrongly registered common share is to be resolved by a 'simple transfer' to the council and that the situation regarding the cemetery land is to be clarified as suggested by the solicitor without objection. The solicitor has matters in hand.
- c) To agree that the clerk and the chairman sign a statement prepared by the solicitor to the effect that the council has owned the Cemetery and Common Shares 1 and 3-8, not 2 until the boundary with the sawmill is clarified.

## 17. Staffing Matters

**The council needs to decide whether to treat part of this item as exempt and, therefore, exclude the public for that part under The Public Bodies (Admissions to Meetings) Act 1960 s1.**

- a) To agree and sign the contract with Mrs Louise Pink, Proper Officer/Responsible Financial Officer (s151).

The cost of the following items will be shared between the 3 councils for whom Mrs Pink is clerk.

- b) To agree to apply for the clerk's membership of the SLCC
- c) To agree to pay for the cost of the online Introduction to Local Council Management course.
- d) To agree to apply for a bursary from NALC.

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- i. Community Governance Review Petition delivered to RDC Nov 2013. Expected to take up to a year. *Local Government and Public Involvement in Health Act 2007*, s93 'The principal council must conclude the review within the period of 12 months starting with the day on which the council begins the review.' Most recent updates requested 28 Jan 2014, 20<sup>th</sup> February and 13<sup>th</sup> March by email by the clerk.
  - ii. APC work – litter sign locations, cemetery/churchyard inspection, printer/copier – research started.
  - iii. Signs for cemetery, Millennium Green and adjacent to churchyard to be ordered.
  - iv. One-way signs on Old Station Road - lights out, electricity board fault, NYCC don't know when they can be fixed.
  - v. Licence from RDC re St Hilda's Closed Churchyard requested (Roger Barnsley, Facilities dept.) Most recent email requests – phone and email last summer, 4 September 2013, 2<sup>nd</sup> February 2014,
  - vi. NYCC. Problem with bank leaning on streetlight No 15 outside Central House near shop reported a few times.
  - vii. Child Protection Policy – model policy requested from YLCA