



Minutes of an online meeting of Ingleby Arncliffe Parish Council  
held on Thursday, 23 April 2020  
via video conference - started at 7:00 pm

Chairman: Councillor C Walley (CW)  
 Councillors: D Cook (DC)  
 R Eastham (RE)  
 G Hunter (GH)  
 H Warhurst (HW)  
 Clerk & RFO: S Stephenson (PC)  
 District Councillor: D Hugill (DH) part meeting only  
 County Councillor: B Griffiths (BG)

Min. No:		Resp.
	The Chairman commenced by explaining how the meeting would be conducted using the Zoom video conferencing facility.	
20/023	<b><u>Standing Order</u></b> It was resolved to adopt the attached Standing Order relating to remote meetings.	
20/024	<b><u>To Receive and Approve Apologies for Absences by an Elected Member</u></b> No Apologies received.	
20/025	<b><u>To Approve and Sign Minutes of 30<sup>th</sup> January 2020 and 21 February 2020</u></b> The Minutes were agreed and duly signed	
20/026	<b><u>To Note Any Declarations of Business (or other) Interests by Elected Members</u></b> No declaration of interest declared.	
20/027	<b><u>Police Report</u></b> The reports for Feb, March and April 2020 were received.	
20/028	<b><u>Neighbourhood Watch Report</u></b> The report was received.	
20/029	<b><u>Opportunity for Public Participation</u></b> No members of the public present.	
	<b>Business items brought forward:</b>	
16/010	<b><u>Neighbourhood Plan</u></b> The Chairman gave an update on the Neighbourhood Plan and the status of the proposed housing development by Beyond Housing <b><u>Neighbourhood Plan</u></b> <ul style="list-style-type: none"> <li>• The Steering Group are considering the responses received from both residents and statutory consultees.</li> <li>• The Statement of Community Consultation is being worked on.</li> <li>• Repayment of unspent grant from Groundwork UK of £2671.02 was agreed.</li> </ul> <b><u>Beyond Housing</u></b> <ul style="list-style-type: none"> <li>• Beyond Housing are continuing to work on the project.</li> <li>• We are seeking further clarification required on S106 Agreement between HDC, Beyond and Rural Housing Enabler.</li> </ul>	

Signed  Date 28/5/20.....

	<ul style="list-style-type: none"> <li>• NYCC Section 77 requirement has been verified by the Secretary of State's department and approval is awaited.</li> </ul>	
16/022	<p><b><u>Speeding in the village with particular reference to Cross Lane</u></b> Deferred until the end of the COVID-19 regulations.</p>	
18/147	<p><b><u>A172/Ingleby crossroads signage</u></b></p> <ul style="list-style-type: none"> <li>• The landowner has agreed that signs can be erected.</li> <li>• Landowner and DC to facilitate</li> <li>• Final version of sign agreed – size 400mm x 400mm</li> <li>• Quote agreed as circulated – DC to order and fit.</li> </ul>	DC
18/149	<p><b><u>Dog Fouling</u></b> PC to obtain landowners permission to erect additional signage</p>	PC
19/120	<p><b><u>The Public Sector Bodies (Website &amp; Mobile Applications) [No 2] Accessibility Regulations 2018</u></b> Report circulated; the Councillors acknowledged that legislation comes into force in September 2020.</p> <ul style="list-style-type: none"> <li>• Costs for upgrading website to be sourced.</li> <li>• Statement to be drafted on how the Council plan to conform with the above regulation.</li> </ul>	PC All
19/122	<p><b><u>GDPR</u></b> It was agreed to defer further consideration until further assessments can be completed.</p>	CW/PC
19/180	<p><b><u>Post Office</u></b> Deferred until the end of the COVID-19 regulations</p>	
19/182	<p><b><u>Road Verge Biodiversity</u></b> Deferred until next year</p>	
20/008	<p><b><u>Parklands footpath</u></b> The landowner has agreed that alterations to the gate can take place. DC and GH to facilitate</p>	DC/GH
20/009	<p><b><u>Policies for Grievance and Disciplinary handling</u></b> It was resolved to amend the relevant clauses in the parish clerk's contract of employment. The Chairman to provide and discussed the amended Contract of Employment with the Clerk</p>	CW
	<b>New Business Items:</b>	
20/030	<p><b><u>COVID-19 Impact on Parish Council Activities</u></b> A suggestion by a resident that a VE Day Celebration should be organised for the parish was discussed in the context of current Government Guidelines on social distancing and gatherings. The meeting noted the comments made by the District and County Councillors, who both pointed that as part of a public sector body, the Parish Council should support Government guidelines and not be seen to support or encourage any activities that may place adherence to these regulations in jeopardy. The Chairman to draft a reply. The Clerk to confirm the requirements regarding the recreation area on where the advice originated for closing the recreation ground.</p>	CW PC
20/031	<p><b><u>Annual Accounts</u></b></p>	

Signed by  28/5/20.....

	<p>In response to the Coronavirus pandemic the Government has issued new Statutory Instruments (SI) which amends the deadline by which the Annual Governance Statement and Statement of Accounts of the Annual Governance and Accountability Return (AGAR) together with any certificate or opinion issued by the local auditor must be published from 30 September 2020 to 30 November 2020.</p> <p>It was agreed that the Parish Council year end (2019-20) accounts would be released as soon as possible.</p> <p>The Clerk to organise and circulate dates for the exercise of public rights for consideration</p> <p>Mr Mawston to be approached to undertake the internal audit.</p>	<p>PC</p> <p>PC</p>
20/032	<p><b>Annual Parish Council Meeting</b></p> <p>It was agreed the Annual Parish Council meeting would take place prior to the May parish council meeting.</p>	
20/033	<p><b>Annual Parish Meeting</b></p> <p>Deferred due to COVID-19 regulations.</p>	
20/034	<p><b>Bus Shelter</b></p> <p>HW and the Clerk to circulate historical correspondence regarding a proposed shelter at Ingleby Cross</p>	<p>HW/PC</p>
20/035	<p><b>Green Lane</b></p> <p>Not discussed – removed from Agenda</p>	
20/036	<p><b>Grass Cutting within the Parish</b></p> <p>It was agreed to retain the services of Mr Henderson for the coming season. Councillors requested a notification on the hourly invoiced rate.</p>	
20/037	<p><b>Insurance</b></p> <p>To be reviewed at May meeting</p>	
	<b>Planning Applications:</b>	
20/038	<p><b>Planning applications received:</b></p> <p>19/02313/FUL – Cockbush Hall Farm – awaiting HDC decision.</p> <p>19/02728/FUL – 1 Germany Cottage – granted HDC 17/02/2020</p>	
	<b>Correspondence and Meetings:</b>	
20/039	<p><b>Report on correspondence received and meetings attended</b></p> <p>Received.</p>	
	<b>Finance:</b>	
20/040	<p><b>Bank account reconciliation and review of expenditure</b></p> <p>Received and approved.</p>	
20/041	<p><b>To approve payments of accounts falling due</b></p> <p>Received and approved:</p> <ul style="list-style-type: none"> <li>• ICO - Data Protection Fee = £35.00 DD</li> <li>• YLCA – Membership 01/04/20-31/03/21 = £131.00</li> <li>• IC Village Hall – NP meetings £250 + £200 donation = £450.00</li> <li>• HDC – NP printing costs = £398.80</li> <li>• Clerk salary – Jan-Mar 2020</li> <li>• HMRC – PAYE = £71.40</li> <li>• Groundwork UK – NP grant repayment = £2671.02</li> </ul>	

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	<ul style="list-style-type: none"> <li>• YLAC – Webinar Training on GDPR - £30.00</li> <li>• CW – Reimbursement for Zoom £143.88p (Standard Pro-Annual)*</li> <li>• BHIB – Insurance Renewal = £343.57</li> </ul> <p><i>*CW had no input in the approval of this item.</i></p>	
20/042	<p><b><u>Amount of VAT to be recovered (or recovered)</u></b> £1604.15 VAT recovered</p>	
20/043	<p><b><u>District Councillors report</u></b> The District Councillor left the meeting prior to this item</p>	
20/044	<p><b><u>County Councillors report</u></b> BG reported that NYCC are working hard to keep people informed during the Covid crisis, with twice weekly bulletins being sent out.</p>	
20/045	<p><b><u>Chairman's closing remarks</u></b> The Chairman had nothing further to add</p>	
20/046	<p><b><u>Date of Next Meeting</u></b> 28 May 2020.</p>	
	<p><b><u>The Meeting Closed at 8:30 pm</u></b></p>	

Signed by  e 20/5/20.....