



Minutes of a meeting of Ingleby Arncliffe Parish Council
held on Thursday, 28 March 2019
in Ingleby Cross Village Hall, started at 7:00 pm

Chair: Councillor C Walley (CW)
Councillors: R Eastham (RE)
G Hunter (GH)
D Shaw (DS)
H Warhurst (HW)
County Councillor: B Griffiths (BG)
District Councillor: D Hugill (DH)
Clerk & RFO: S Stephenson (PC)
Neighbourhood Watch Representative
Members of the Public: Mrs A Fox
Mrs P Smith

Min. No:		Resp.
19/024	<u>To Receive Any Apologies for Absences by an Elected Member</u> No apologies were received.	
19/025	<u>To Approve and Sign the Minutes of the 31 January 2019</u> It was resolved to approve and sign the minutes of the above meeting	
19/026	<u>To Note Any Declarations of Business (or other) Interests by Elected Members</u> HW declared an interest in the Fernleigh planning application. HW having declared her interest, asked to speak on the item and the Council consented to her request. HW declared an interest in 'The Foy Society' invoice payments.	
19/027	<u>Police Report</u> Report dated 28 th March 2019 was received.	
19/028	<u>Neighbourhood Watch Report</u> The Neighbourhood Watch report was received. It was noted that the Police report failed to mention an incident of boundary wire fencing being cut on a landowner's field.	
19/029	<u>Opportunity for Public Participation</u> Mrs Fox commented that she was in favour of the Joiners Shop café alcohol licence application.	
<u>Business Items brought forward</u>		
16/008	<u>The North Yorkshire, Fire and Rescue Services (F&R)</u> Further information is expected from NYFRS regarding MDT – to review at next PC meeting.	
16/010	<u>Neighbourhood Plan</u> The Steering Group Chairman, GH, reported that a further open parish meeting had been held to update the residents on the current situation with the school site. The Diocese advised they hope to have a decision on the sale of the site by the end of March and the Steering Group are in limbo until they know the result. In the meantime, the Steering Group are pressing ahead with the Neighbourhood Plan document.	

Signed by ... Date ... 25/4/19

16/022	<u>Speeding in the village in particular reference to Cross Lane.</u> Volunteers have been requested to assist with a Community Speed Watch Programme, via the Parish Newsletter. HW reported that she has had one resident reply and that a parish email would be sent out asking for further expressions of interest by the end of April	HW
18/147	<u>Road Traffic Accident – A172/Ingleby crossroads</u> Reports from North Yorkshire Police and NYCC Highways Dept were received. The PC to contact NYCC Highways to request clarification on the possibility of further signage at the crossroads.	PC
18/149	<u>Footpath to Recreation Ground – dog fouling</u> It was reported that fouling was still an issue and that the warning signs were having little impact. The PC to contact the ICO regarding the legalities of erecting cameras.	PC
18/151	<u>Parish Council Elections – May 2019</u> Councillors were reminded that election papers were to be handed into HDC by 02 April latest. DS confirmed that she would not be standing. It was agreed that to comply with election regulations the Annual General Meeting of the Parish Council will be held on Thursday, 16 May 2019, to be followed by the ordinary Council meeting (currently scheduled for 30 May)	All
19/008	<u>Councillors Code of Conduct</u> The Councillors Code of Conduct was approved.	All
19/012	<u>GDPR:</u> a) <u>Data Protection Policy</u> b) <u>Security Incident Policy</u> c) <u>Social Media Policy</u> It was agreed that the above policies would be updated for approval at the May AGM.	
19/013	<u>Hedge along Cross Lane</u> The PC to write to thank the landowner for the maintenance work carried out.	PC
	<u>New Business Items</u>	
19/030	<u>Great British Spring Clean</u> The Councillors did not think it was necessary to take part in the Keep Britain Tidy campaign as 'litter picking' was on the agenda for the Open Garden weekend this year.	
19/031	<u>Annual Parish Meeting</u> It was agreed the Annual Parish Meeting would precede the scheduled April council meeting of 25 April 2019	All
19/032	<u>Joiners Shop Café – Premises Licence Application</u> Following discussion, it was agreed that the Council had no objection to the licence request if the conditions that Mr Hewitt set out in his correspondence to the Council were adhered to; ie that evening openings would be restricted and infrequent.	
19/033	<u>Parish Defibrillators</u> The proposal from Restarting Hearts was discussed. It was decided to ask a representative from the charity to attend the next council meeting so further insight could be gained.	PC

Signed by ...  ... Date ... 25/4/19

19/034	<u>Grass Cutting within the Parish</u> It was agreed to retain the services of Mr Henderson for the coming season. HW has confirmed with Mr Henderson that his hourly rate would remain unchanged.	
	<u>Planning Applications</u>	
19/035	<u>Planning Applications</u> 19/00282/FUL – Fernleigh, Boundary Wall The Councillors raised concerns about the height of the wall and the siting of the post-box outside the boundary, which was felt would contrast adversely with the prevailing street-scene. The Council would like confirmation from the Highways Dept confirming that visibility is adequate when vehicles exit the property. It was also noted that the planting of hedges to replace mature ones removed were conditions of earlier planning applications at this site that has never been enforced. This new planning application does not mention removal of hedges, which have already been removed in order to construct the wall.	
19/036	<u>Planning Application requirements</u> The process for dealing with planning applications received between council meetings was approved.	
	<u>Correspondence and Meetings</u>	
19/037	<u>Correspondence received, and Meetings attended</u> The meetings and correspondence listed were duly received.	
	<u>Finance</u>	
19/038	<u>Bank Account Reconciliation and review of expenditure</u> Received and approved as attached report.	
19/039	<u>To Approve Payments of any Accounts falling due</u> Received and Approved. Setting up of direct-debit payment to ICO was approved.	
19/040	<u>Amount of VAT to be recovered (or recovered) since last meeting</u> VAT £616.86 to be recovered.	PC
19/041	<u>VAT – new MTD implications</u> It was noted that the Parish Council is not VAT registered so will not be affected by the new rules. This requirement may change in future.	
19/042	<u>Internal Auditor Appointment</u> It was agreed that the PC would contact Mr Mawston to ask if he would, once again, act as Internal Auditor for the 2018/19 accounts.	PC
19/043	<u>District Councillor's report</u> DH reported that the revised District Neighbourhood Plan should be due for inspection in November 2019.	
19/044	<u>County Councillor's report</u> BG reported that the during a recent Constituency meeting a talk was given on Rural Policing during which it was reported that several prosecutions are currently ongoing concerning the recent wave of crime in the area. Work is to recommence on the gap closures on the A19 in October/November.	

Signed by

..... Date 25/4/19



19/045	Closing Chair's remarks The Chair took the opportunity to thank DS for her time and contribution to the Council and wished her well for the future.	
19/046	Date of Next Meeting 25 April 2019 at 7pm.	
	The Meeting Closed at 8:40 pm	

Signed by ..  Date *21/4/19*

Parish of Ingleby Arncliffe Income and Expenditure

Actual and Projected Income and Expenditure for 2018/19

Budget for 2018/2019		Actual Todate for 2018/19	Projected for 2018/19	Actual for 2017/18	Actual for 2016/17	Actual for 2015/16
	Income:					
£ 5,500.00	Precept	£ 5,500.00	£ 5,500.00	£ 5,900.00	£ 5,900.00	£ 5,800.00
£ 30.00	Bank Interest	£ 95.32	£ 95.32	£ 37.82	£ 40.32	£ 35.94
£ -	Website	£ -	£ -	£ -	£ -	£ -
£ 600.00	Ingleby Village Recreation Area	£ 449.00	£ 449.00	£ 1,690.90	£ 449.58	£ 1,224.67
	Time to Remember Donations & N.Y.C.C					
£ -	Grant	£ 1,585.00	£ 1,585.00			
£ -	Other Receipts	£ 448.31	£ 448.31	£ 457.89		
£ -	Grant Income	£ 7,750.00	£ 7,750.00	£ -	£ 1,664.67	£ 25.00
£ 6,130.00	Total Income	£ 15,827.63	£ 15,827.63	£ 8,086.61	£ 8,054.57	£ 7,085.61
	Expenditure:					
£ 1,200.00	Clerk's Salary	£ 1,494.18	£ 1,494.18	£ 1,334.13	£ 547.11	£ 1,263.24
£ 450.00	Insurance	£ 325.79	£ 325.79	£ 361.98	£ 353.90	£ 342.59
£ -	Audit Fees & Expenses	£ -	£ -	£ -	£ -	£ -
£ 125.00	YCLA Fee	£ 126.00	£ 126.00	£ 124.00	£ 121.00	£ 115.00
£ 35.00	Rural Action Yorkshire Membership	£ -	£ -	£ 35.00	£ 35.00	£ -
£ 250.00	Use of Village Hall: Donation	£ 250.00	£ 250.00	£ 250.00	£ 250.00	£ 250.00
£ 150.00	Web Site	£ 157.87	£ 157.87	£ 8.39	£ 37.17	£ 5.99
£ 35.00	Information Comm. Registration	£ 35.00	£ 35.00	£ 35.00	£ 35.00	£ 35.00
£ 135.00	Newsletter	£ 144.00	£ 144.00	£ 170.00	£ 135.00	£ 94.00
£ 2,700.00	Grass Cutting	£ 1,628.00	£ 1,628.00	£ 2,312.00	£ 2,344.00	£ 2,192.00
£ 150.00	Grit Bins	£ 150.00	£ 150.00	£ 180.00	£ 180.00	£ 150.00
£ 300.00	Other Winter Provision	£ -	£ -	£ -	£ -	£ -
£ 300.00	Councillor Training Fees	£ -	£ -	£ 85.22	£ -	£ -
£ 25.00	Poppy Wreath	£ 25.00	£ 25.00	£ 25.00	£ 25.00	£ 25.00
£ 100.00	Christmas Tree	£ 90.00	£ 90.00	£ 85.00	£ 98.00	£ 37.00
£ 100.00	IVRA Rent	£ 100.00	£ 100.00	£ 100.00	£ 100.00	£ 100.00
£ 400.00	IVRA Inspection & Maintenance	£ 1,169.02	£ 1,169.02	£ 243.70	£ -	£ 36.00
£ 100.00	IVRA Sports Day	£ -	£ -	£ 419.26	£ -	£ -
£ 100.00	Election Costs	£ -	£ -	£ -	£ -	£ 150.00
£ 200.00	Donations Made	£ 200.00	£ 200.00	£ 135.00	£ 268.00	£ 67.45
	Time to Remember Expenditure & Donation	£ 1,585.00	£ 1,585.00	£ -	£ -	£ -
	Debrib. Costs	£ 416.00	£ 416.00	£ -	£ -	£ -
£ 300.00	Other Expenditure	£ 62.00	£ 62.00	£ 456.21	£ 1,538.24	£ 271.16
	Neighbourhood Plan	£ 3,366.88	£ 3,366.88	£ 66.50		
£ 7,055.00	Total Expenditure	£ 11,324.74	£ 11,324.74	£ 6,426.39	£ 6,067.42	£ 5,134.43
£ 925.00	Surplus or Shortfall (-)	£ 4,502.89	£ 4,502.89	£ 1,660.22	£ 1,987.15	£ 1,951.18
	Closing Balances (Cash Book Figures)					
	Current Account	£ 525.46		£ 282.60	£ 21.23	£ 1,641.70
	Deposit Account	£ 15,515.66		£ 12,237.03	£ 10,838.18	£ 7,230.56
		£ 16,041.12		£ 12,519.63	£ 10,859.41	£ 8,872.26
Notes:						
Cash balances include £1,063.49 Defibrillator Fund, £471.59 Balance of Transparency Code Grant and £4,773.21P of NDP grant and £6,635.72 of agreed reserves, a total of £12,944.01p.						

Bank Reconciliation as at	21/03/2019	
Deposit as per the Bank	£ 19,515.66	
Current as per the Bank	£ 1,036.90	
		£ 20,552.56

Unpresented Cheques and Expense Claims	
Chq 240 - Salvation Army	£ 50.00
Chq 238 - Globe Library	£ 100.00
Chq - Foy Society	£ 147.00
Chq - Arncliffe Farms	£ 100.00
Chq - Village Hall	£ 400.00
Chq - Directions Planning	£ 3,572.15
Chq - Time to Remember	£ 142.29

Cash Book Balance as at **21/03/2019** £ 16,041.12

Vat unrecovered £ 616.86

Signed by ...

..... Date 20/4/19