

# ARTHINGTON PARISH COUNCIL MINUTES

Minutes from the meeting held 23rd July 2020, virtually via Zoom.

**Present:** Cllrs I. Lister (Chairman), N. O'Brien (Vice Chair), D. Fox & LCC Cllr B. Flynn

**Absent:** Cllr D. Stoddart-Scott

**In attendance:** Clerk: Hannah Hay **Members of the Public:** Mr. Hugh Robinson

**Commenced:** 19:35

## 1. APOLOGIES FOR ABSENCE

DSS was absent from the meeting but has since emailed apologies retrospectively.

## 2. DECLARED PECUNIARY & OTHER INTERESTS: None

## 3. RESIDENTS QUESTIONS

Mr. Robinson expressed concern over speeding vehicles along Arthington Lane and overgrown vegetation along the lane between Arthington Garth and Pool:

- Cllr Flynn advised that there had been a police presence along the lane in the last 10 days, but they reported that no vehicles were travelling at an excessive speed. It was noted that a SID is in place to raise drivers' speed awareness but other control measures like speed bumps and cameras were restricted due to lack of power points and street lighting.

Q. Is there any chance a 7.5 tonne limit could be placed on the road?

A. (BF) No, it is unlikely.

- It was recognised that the overgrown hedges presented a potential hazard, and the land in which they grew was privately owned. The PC agreed to send a letter to the landowner in the first instance, requesting they take action. Clerk to action.

**ACTION: CLERK**

## 4. MINUTES OF PREVIOUS MEETING

The minutes from the previous meeting of the council held on 14th January 2020 were previously circulated to councillors via email. Cllr O'Brien proposed, Cllr Fox seconded and the minutes were **APPROVED**. Chair to sign hardcopy at a later date for parish records.

## 5. COVID19 Update

- The clerk reported that since lockdown, the PC advertised on notice boards and the website for volunteers to help residents in need, and for residents to get in touch if they needed help. Some emails had been received from residents volunteering their time and help.
- Cllr O'Brien reported that residents on Arthington Garth, West View and Station Road had been helping their neighbours and it was recognised that the pandemic brought about a sense of community.
- The clerk advised that other PCs were postponing their Annual Meetings until next year siting extraordinary circumstances, and asked Councillors if they wanted to follow suit. It was **agreed** to postpone the Annual Meeting and associated actions (with the exception of accounts) until 2021.
- Cllr Fox had been forwarding Covid specific guidance for PCs and offered to continue to do so. The clerk thanked Cllr Fox for this.

## 6. PARISH INSPECTION REPORT

The report was circulated prior to the meeting and all councillors in attendance **approved** the report. Chair to sign hardcopy at a later date for parish records.

## 7. CHARITY RECIPIENT

Cllr Lister proposed an eligible resident and all councillors present agreed. The sum of £14.31 was approved. Clerk to arrange cheque and send to Cllrs Lister and O'Brien for signing / sending.

## ACTION: CLERK, CLLRS L & O'B

### 8. COUNCILLOR VACANCY

- It was reported that the vacancy had been advertised on notice boards, the website and the village hall's social media page, but there was no doorstep delivery due to the Spring Newsletter being cancelled.
- It was agreed to include on the Autumn Newsletter
- Cllr O'Brien suggested an advert be placed in the Wharfedale Observer. Clerk to contact to see if feasible.

ACTION: CLERK

### 9. AUTUMN NEWSLETTER

Councillors agreed that the cancelled Spring Newsletter could be amended accordingly for Autumn. Clerk to draft, circulate for approval and print before October's meeting.

ACTION: CLERK

### 10. PLANNING

- The clerk previously circulated an updated spreadsheet of planning applications still pending and those decided since the last meeting in January 2020. The detail was summarised and no questions were raised. The parish website continues to be updated regularly with planning info.

### 11. FINANCE

Yorkshire Bank current A/c (01.07.2020)	£7422.11
Receipts since last meeting included in above –	
COIF Dividend	£3.62
Leeds City Council - Precept	£2,500
Leeds City Council - Tax Support Grant	£35.00
Leeds City Council - CIL payment	£919.19
COIF Dividend	£3.83
Payments since last meeting included in above –	
Zurich Insurance premium	£140.00
RBL 2019's poppy wreath	£20.00
Clerk's Salary (Jan)	£287.50
Clerk's Expenses - quarterly (Jan)	£3.10
Clerk's Salary (Mar)	£287.50
Clerk's Expenses (Mar)	£3.35
Cheques to raise not included above -	Nil
Receipts / payments not included in above -	Nil

**TOTAL at 23rd July = £7422.11**

- The clerk advised that the end of year accounts were currently with our new internal auditor, Mr Adil Khan, and were due to be completed soon. Further information of the internal audit requirements is in Items for Report.
- The clerk confirmed that during lockdown, approval was sought and granted from all councillors for Zurich Municipal Insurance, RBL's 2019 Poppy Wreath and the Clerk's 4th quarter (for 2019/20) salary and expenses. Councillors were thanked for their remote cooperation with this.
- The clerk asked for approval for the annual CPRE subscription of £36, due to go out in September 2020 by direct debit. **Approval was granted.**
- Councillors were advised that the Clerk's 1st quarter salary and expenses were due to be paid in July but due to restrictions in place, the clerk asked for pay to be postponed to October's meeting (1st quarter expenses were estimated at £1.25). **All councillors in attendance agreed.**
- The clerk reported that an annual statement for RAGE accounts had not yet been received. Approval of accounts is due at the next physical meeting
- The clerk also advised councillors that Cllr SS was not yet a signatory on the Yorkshire Bank account due to the relevant paperwork not being sent in yet.

Ongoing.

ACTION: CLERK

- There was discussion about what the CIL can be spent on and the clerk advised that the PC needs to report on what they decide. It was noted that the money cannot be spent on ongoing costs (bills, salary) but must be something that would benefit the community. It was suggested that a new bench be purchased for the bottom of Black Hill Road as it was in a poor state. Clerk to check parameters of spending and item to be on October's agenda.

**ACTION: CLERK**

## **12. ITEMS FOR REPORT**

- The clerk advised councillors that a physical parish council meeting was necessary in order to approve and sign the end of year accounts and audit before the deadline of 31st August. W/c 17th August was suggested and tentatively agreed to prior village hall and Cllr SS's availability. Clerk to liaise with village hall and all councillors to arrange via email. **ACTION: CLERK**
- Councillors agreed to postpone agreeing a date for the Autumn Clean until August's mini-meeting. The clerk reminded councillors that the Great British Clean takes place 11-27th September and Mr. Quarmby has already offered his help and use of tractor.

**ACTION: AGENDA**

- It was agreed that ongoing issues, including bus shelter maintenance and ownership, Wharefdale pub update and clerks job and salary review, be postponed to the next 'normal' meeting.
- A crime report for the last 31 days had been sent in advance of the meeting and the clerk summarised that there had been 1 case of burglary and theft at a property on Creskeld Lane. There had been 3 other reports of crime for the surrounding area. Clerk to circulate full report to councillors for their info. **ACTION: CLERK**
- Cllr Flynn reported that he had been in correspondence with a resident on Warren Lane regarding refuse bins and collection, and the annoyance of new receptacles being placed outside their home. The matter is ongoing, Cllr Flynn continues to work with LCC and the resident in question. Thanks were passed for his assistance in this matter.

## **13. DATE OF NEXT MEETING**

The date of the next meeting is to be confirmed once the Clerk has liaised with the village hall and councillors. Confirmed date to be emailed ASAP.

**ACTION: CLERK**

The meeting closed at 20:45

Approved..... Date.....