

Flaxton Parish Council
Approved Minutes of the Parish Council Meeting held on Thursday 21st
January 2021 at 7.00pm remotely using Zoom

Parish Councillors Present: Steve Axford (SA)
Ian Craven (IC)
Derek Leetham (DL) - Chairman
Charles Lewin (CL)
Richard Tonkyn (RT)

In Attendance: Hannah Revis (HR) – Parish Clerk

Public Present: One.

DL commenced the meeting by reminding all participants that the meeting will be recorded and retained for one year from the publication of the approved minutes.

1/21 To receive apologies for absence and reasons given

None

2/21 To receive declarations of interest in items on the agenda

SA declared his interest in any Green Gait related topics due to him being the Chairman of the Committee.

HR declared her interest in the planning application listed for Three Peaks due to her position as the applicant.

IC declared his interest also in the planning application listed for Three Peaks due to being a neighbouring property.

3/21 To confirm the minutes of the Meeting held on Thursday 17th December 2020

The minutes for the Parish Council Meeting on 17th December 2020 having been prepared and circulated were agreed to be a true and fair record. Proposed IC, seconded CL

4/21 To receive information about the following ongoing initiatives and decide further action where necessary:

1. Speeding

RT has circulated the notes which were received from NYCC following their visit to the village. They are of the opinion that there is sufficient and adequate speed related signage in the village. RT has challenged why other villages have much better signage and is awaiting a response. The option of VAS requires a further site inspection, but this has been held up by COVID. Resolved to put back on the February agenda.

2. Neighbourhood Watch Scheme

DL has been in touch with Cheryl Spruce and is awaiting the next meeting date. The advert for a Community Champion has been posted on the Parish website. IC to review other villages in the area who are already signed up for the scheme to see how successful they are. Reminder that this is intended to be a community group and not one run by the Parish Council.

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5/21 To discuss long-standing matters:

1. Parish Plan

There is no further progress with this however it would be sensible to make some preliminary decisions regarding the topics to be covered ready for when a Parish meeting can take place.

DL resolved to contact Maggie Fairey and set up a Zoom call to discuss further.

6/21 Public Session – The Parish Council will, time permitting, adjourn the council meeting for a short time to allow for public comment and questions

Nothing to raise and no matters have been received by the Council in writing prior to the meeting.

7/21 To discuss new planning applications received

Application: 20/1244/House – Three Peaks- Single storey extension part side part rear.

Following clarification regarding the foul and surface water drainage using the existing arrangements it was resolved that the Parish Council had no objections to this application.

Decision: 20/00788/LBC – Elm Tree Farm – Approval

Consultation: The Clerk from Claxton and Sand Hutton has made the Parish aware of the planning application to land west of Gravel Pit Farm for a Crematorium.

The Parish Council resolved that the only concern from an adjoining Parish would be the increased amount of traffic however HR will contact the Clerk and ask whether they wish Flaxton to support their comments as a neighbouring parish.

8/21 To discuss matters raised by Parish Clerk/Responsible Financial Officer

1. Bookkeeping Records to date

HR had circulated a bookkeeping spreadsheet which included the Community account bank reconciliation totalling £4851.51, along with a receipts/payment's cashbook, and an income and expenditure report including budget.

The Business Money Manager account has a balance of £2052.36.

Combined total of both accounts £6903.87

There are 3 outstanding items which were approved at the December meeting which had not yet cleared.

A VAT reclaim has been prepared for submission to HMRC totalling £158.53 and will be submitted following this meeting

2. There were no payments to approve

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3. Other matters arising

- The YLCA have circulated their proposed fees for 2021 audit and request expressions of interest are made for this service.
- The third quarter internal audit review is due. DL & SA will carry this out using the newly circulated YLCA audit document as a guide
- The asset register and risk assessment will be updated and circulated prior to the next meeting for review in preparation for approval
- Zoom costs continue to be met by the Chairman. The Parish require an account of their own however the payment for it could be problematic. HR to contact the YLCA for guidance on how this can be best managed.

9/21 To report on any new correspondence received by the Council

There have been two freedom of information requests which have been fulfilled.

There has been a request from the YLCA to notify them whether the General Powers of Competence (GPC) have been adopted by the Parish. In order for this to happen the Clerk has to be CILCA qualified and therefore it was resolved to respond that they have not been adopted.

10/21 To receive matters raised by members

SA has requested that the Parish Council learn more about the drainage to the village. It was resolved HR will contact Highways to establish what maps they hold in terms of surface water flood risks and SA will contact Yorkshire Water for a sewage plan.

IC requested a private meeting with the public excluded directly after this meeting to discuss the contents of an email he had received. This was agreed.

CL noted that he had carried out some further works to the footpaths, this will remain an ongoing task throughout the year.

SA & HR to look into the responsibility for the upkeep of the path to the station again as it is becoming more of a safety concern.

11/21 To confirm the dates of the future meeting(s) of Flaxton Parish Council to be held (via Zoom in the short term) at 7.00pm

18th February 2021, 18th March 2021, 18th April 2021

The meeting closed at 20.00 hrs to the public and was followed directly by a private meeting with only Councillors present. The private session was not recorded.

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Private Session

Following the last meeting IC and CL had a meeting with the owner of the Blacksmiths Arms to discuss how the Council could support her, in response to the allegations at the last meeting that the Chair and Councillor were unsupportive of her business. Notes were taken of the meeting and shared with her the next day as a record of the meeting.

However the owner of the pub has indicated in an email that she was not happy with the notes being taken, wrongly suggesting that the meeting was recorded and is seeking to make a formal complaint against the council.

IC asked that any copies of the notes of the meeting sent to fellow councillors as a note of the meeting should be deleted from their mailboxes.

SA reported that it has been identified that there is an area of The Green which is not registered with the Green Gait as Common Land. The question was raised as to whether the Parish Council would want to register this as a Village Green. It was resolved to find out more information as to what this would entail and the costs attached to doing so.

The private session finished at 8.35pm