

Chairman: Councillor Richard Sim
Clerk/RFO: Mrs Juvina Janik
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**Minutes of Hambleton Parish Council Ordinary Meeting
Thursday 16th JULY 2020, 7pm
ONLINE VIA ZOOM (due to continuing Covid-19 Restrictions)**

72/20 Present and Apologies

Councillors in attendance: D. Brown (VC), J. Bramley, B. Blackwell, and C. Protheroe. M. Dunne, M. Mountford (from 7.20pm). Attendees: J. Janik and District Councillor C. Pearson (from 7.20pm). Apologies received and accepted from: Cllr R Sim (Chairman).

Cllr Brown Chairs the meeting.

73/20 Declarations of Interest

None declared.

74/20 The approval and signing of minutes for Parish Council Meetings 12th and 21st March 2020

The dates of the minutes were wrong on the Agenda. The signing of the actual minutes from June will go on the next agenda.

75/20 Updates from Councillor Pearson

This item was deferred as Cllr Pearson had not yet joined the meeting

76/20 Clerk's report

Confirmation Annual Governance and Accountability Report was received – feedback due September

Play Area and Open Air Gym:

- re-opened 5th July following Government Guidance – signage has been produced and is on display outside and inside the park, and online. Hygiene reminders and info re expectations.
- A monthly disinfect of the equipment has been scheduled quoted £80p/m
- Visual maintenance check carried out by Chairman and Clerk, and also Streetscape
- Streetscape annual maintenance check was carried out April, report was received and a quote resulting from that has been received. With powers under financial regulations, and due to there being a public safety element, clerk actioned the following two jobs:
 - Garth Drive Park:
 - Tighten Carousel (Item 7) – Tighten the centre spindle
 - Space Net (Item 12) – Secure Foundations
 - Repair Wetpour where required with patchpack GREEN £ 437
 - Recreation Area:
 - 5 Station Fitness (Item 1) – Replace Cap
 - Provide new signage fixed to units £ 190

Litter bin ordered for TW side of By-pass. Another request has been received for a dog waste bin in close proximity to the 2 recently ordered – it was explained that PC would look at impact of the 2 bins currently on order before looking at this request.

Dog waste bag dispensers now in place – by Matt Pearson, Core Groundworks

DRAFT

Report of fly tipping in public bin – reported to SDC and police. Notice on bin.

Further concerns raised with speed of traffic / noise generated by wagons on uneven surface on the A63. Cllr Protheroe has also received complaint from resident. Also approached re MF/Burn/Hamb joint approach to Highways – response was sent to MF clerk, Hambleton would be interested in working together.

Bridleway overgrowth – report from horse-rider that they were having to use the pedestrian access to get through as the bridleway section was impassable. Lodged maintenance report with NYCC – work carried out

Recreation Area:

- 2 enquiries re Recreation Area hire
- Email confirmation that 2 of the 3 HRAA wish to resign from their positions. I have asked chairman to forward me details of the utility bills and insurance.
- Long term water leak identified and fixed. 2 x Electricians quotes for full inspection of the electrics.

Cherwell Court and Chapel Street resurfacing road works – road closure, SDC contractors said they will aim to empty bins before the closure at 7.30am. Letter drop, signs on road.

Age UK Selby – charity shop at 50 Micklegate will not be re-opening and the charity will be selling the building, the charity will continue with the tea room (currently closed). Donation request. Councillor Dunne will offer to help with writing the grant application form for funding to alleviate the effect of income loss due to Covid-19. Donation request to go on August agenda.

Newsletter collating this week

Updated financial regulations and Standing Orders based on NALC most recent models. Will be distributed for approval at August meeting

Defibrillator deployed, but remained unnecessary. Now replaced, checked, cleaned with anti-bacterial wipes, and ready for use again.

At this point the clerk admitted Cllrs Blackwell, Dunne, Mountford and Pearson who had been unseen in the virtual 'waiting room' whilst the clerk was reading report. Clerk ran through report swiftly to recap for the Councillors.

75/20 Updates from Councillor Pearson

Revisited item following Cllr Pearson's arrival.

Devolution: NYCC told by Government that, in order to be eligible to bid for a devo deal, it will need to reorganise local government in the area. This will mean an end to the two-tier system currently operating. In essence, the nine councils covering York and North Yorkshire will need to establish one, or two, unitary councils and these would deliver all the services to residents and businesses.

77/20 To consider maintenance and improvements to the following facilities at Recreation Area

- a) Porto-cabins: Having received 2 quotes for the inspection of electrics at the porto-cabins, Cllr Dunne proposed the Council approve work to be carried out by AW Electrical (Yorkshire) Ltd. Cllr Protheroe seconded. **Resolved:** All in favour. Clerk to action work.
- b) Car Park: deferred, more information and quotes needed.
- c) Security: Following damage to equipment and rumours of anti-social behaviour Cllr Bramley proposed the council agree to installing CCTV and acquiring 3 quotes. Cllr Dunne seconded. **Resolved:** All in favour. Clerk to strive for 3 quotes.
- d) Seating Area: Following increased numbers using the area to Picnic whilst restrictions to movement are in place, it was proposed by Cllr Protheroe that the council install picnic benches. Cllr Mountford seconded. **Resolved:** All in favour. Clerk to find information on benches and prices.

DRAFT

- e) Tourist Sign: The football team coach highlighted that away teams have difficulty finding the location and suggested the possibility of having a sign installed. A tourist sign would cost £165, but the Recreation Area is not a tourist destination. Clerk has asked NYCC Highways for their suggestions. Cllr Mountford proposed that a sign should be installed. Cllr Blackwell seconded. Resolved: All in favour. The Parish Council will explore ways to have a sign installed

78/20 To consider projects for an application to the AJ1 fund offered by NYPFCC

It was proposed by Cllr Bramley to form a committee to carry out research into the possibilities for this grant application. This was seconded by Cllr Dunne. **Resolved:** All in favour. Cllrs Bramley, Dunne and Protheroe volunteered as committee members and will bring findings to the next PC meeting. Deadline for applications to the fund is 31st August.

79/20 To consider quotes received for work to the Ginnel and approve further action

Two quotes had been received following the NYCC Highways’ informal estimate of £20k. Contractors had not provided any guarantees for the endurance of the work. Work carried out cannot be assumed an ‘adoption’ of the path and must not lead to full responsibility of the path. It must be clear that this is a one-off.

It was proposed by Cllr Bramley that work be carried out provided guarantees for work can be obtained from the contractors for comparison and with the agreement from Highways that it will ‘adopt’ the pathway into the network following the PC paying for repair. This was seconded by Cllr Protheroe. **Resolved:** All in favour. Clerk to approach Highways with the proposal and ask contractors about the guarantees they can put on their work. Clerk will also check legal stance of carrying out maintenance without taking on full responsibility from there on in.

80/20 To consider planning applications submitted and receive Notices of Decision

- a) 2020/0675/HPA Extension to garage to form toiler and utility room and raising of garage roof | 2A Orchard Drive. Cllr Dunne proposed highlighting the historical issue of un-adopted drainage work on the development, otherwise no observations. Cllr Blackwell seconded. **Resolved:** All in favour. Clerk to submit comments.

81/20 Finance

- a) To approve bank reconciliations for June Resolved: typos include ‘March 20’ on page title and ‘March’ amenities officer payment. To be updated for the cashbook. Chairman (absent at short notice) has bank statements and has confirmed the cashbook reconciles with the statements in an email to all councillors.

JUNE 2020 RECONCILIATION		o/s cheques:		
Cash Book balance 29 MAY 2020	£ 66,975.95	2535	HVHMC	£ 36.00
Receipts	£ 37.50	2548	MR JIGGINS	£ 140.00
Payments	£ 1,237.79	2551	J.JANIK	£ 532.64
Cash Book Balance 30 JUNE 2020	£ 65,775.66			
STATEMENT Balance 30 JUNE 2020	£ 66,484.30			
o/s cheques: detailed at side	£ 708.64			
	£ 65,775.66		TOTAL O/S CHQ	£ 708.64
			£ 708.64	DIFFERENCE

- b) To approve payments to be made in July. Resolved: Amount on payment list for cheque 2556 has been written wrong, invoice is for £164.10 – cheque has been written for the correct amount. Payments approved. Chairman will sign cheques and forward them and invoices on to Cllr Brown and then Cllr Bramley for checking and signing.

	PAYEE	DETAILS	TOTAL	VAT
	BROUGHT FORWARD		£ 3,798.51	£ 70.50
2551	JUVINA JANIK	MAY SALARY	£	
2552	MR JIGGINS	AMENITY OFFICER MARCH (12.6-17.7) 5 WEEKS	£ 175.00	
2553	MJBACKHOUSE	PEST CONTROL	£ 375.60	£ 62.60
2554	SELBY DISTRICT AVS	30 EXTRA NEWSLETTERS	£ 10.50	
2555	ADVANSYS	MAILBOX GOV.UK (to 1/7/21)	£ 64.80	£ 10.80
2556	ADAM FORD	COVID BANNERS FOR PARK	£ 164.10	
2557	JUVINA JANIK	REIMBURSE £36.39		
		MILEAGE	£ 5.40	
		VOLUNTEER HAND SANITISER	£ 24.00	£ 3.99
		ZIP TIES	£ 6.99	£ 1.17
DD 7.7.2020	BUSINESS STREAM	WATER SUPPLY CEMETERY	£ 8.48	
S.O. 25.7.2020	ADVANSYS	AUGUST HOSTING	£ 50.00	8.33
TOTAL SPEND JULY 2020			£ 1,417.51	£ 86.89
TOTAL 2020-21 ANNUAL SPEND			£ 5,216.02	£ 157.39

82/20 To consider Village Maintenance actions for the following:

- a) Hedge over growth at Garth Drive Park path. It was proposed that NYCC be approached in the first instance by Cllr Protheroe. This was seconded by Cllr Dunne. Resolved: All in favour. Clerk to submit maintenance request.
- b) Items to report for action –
 - i) Streetscape annual maintenance check was carried out April, report was received and a quote resulting from that has just been received. With powers under financial regulations, and due to there being a public safety element, clerk actioned the following two jobs:
 - Garth Drive Park:
 - Tighten Carousel (Item 7) – Tighten the centre spindle
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 - Recreation Area:
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 - ii) Cllr Dunne: Flooding on Mill Lane – Cllr Pearson volunteered follow this up

83/20 To decide the status of delegation of powers to the clerk implemented due to Covid-19 restrictions

Cllr Bramley proposed the delegation of powers to the clerk as currently implemented should continue and be reviewed once again at the next meeting. Cllr Blackwell seconded the motion. Resolved: All in favour – motion is carried.

84/20 Meeting close 8.48pm

Signed: _____

Date: _____