

Chairman: Councillor Richard Sim
Clerk/RFO: Mrs Juvina Janik
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**Minutes of the Ordinary Meeting of Hambleton Parish Council
Thursday 12th NOVEMBER 2020, 7pm
ONLINE VIA ZOOM (due to continuing Covid-19 Restrictions)**

143/20 Present and Apologies

Councillors in attendance: R. Sim (Chairman), D. Brown (VC) (until 8.15pm), J. Bramley, B. Blackwell, M. Dunne, M. Mountford (from 7.35pm) and C. Protheroe. Attendees: J. Janik and Mrs Robertshaw.

144/20 Declarations of Interest

None declared.

145/20 The approval and signing of minutes for Parish Council Meeting 8th October 2020

Resolved: The minutes from October meeting were agreed by council to be a true record and the Chairman signed the document.

146/20 Attendee Comments on Agenda Items

Mrs Robertshaw updated the PC on the Community Speed Watch application that was carried forward by the Road Safety Action Group; the application was refused. The reason was the A63 is classed as a 'killed/seriously injured site' (KSI) and is already on the mobile speed camera programme. The community speed watch scheme cannot be carried out in any KSI areas. Data analysis of the village survey is ongoing; 94% of respondents said they feel the road is busy/very busy and 52% have concerns about themselves, or people they know, attempting to cross the road.

147/20 To receive updates from Councillor Pearson

Cllr Pearson was not in attendance the item will be postponed until the next meeting.

148/20 Clerk's report

- Successful AJ1 application - £20,000 awarded
- Application to Highways for a crossing - refused – agenda item
- Vehicle Activated Signs – ordered and will be getting fitted first half December
- CCTV installed at Recreation Area, once policy is in place this can be utilised – new combi padlock on that container, small padlock needed for electricians cab inside and also two more combi locks for the other containers. Quotes being sought for one off deep clean of all cabins (not ref – that needs complete refurb).
- Smart meter getting fitted on 27th November 1pm
- Ginnel work is currently underway, suggested it will last a week to 13th November
- Hambleton Hough (PC owned) Bracken clearance went ahead
- Park repairs done (questions whether the wet pour had been completed – tbc, payment withheld until confirmed)
- Park cleaned inc. wet pour Wednesday and Thursday this week
- Dog bins that were ordered previously, following discussion with SDC re locations, agreement on the layby and also TW side of A63.
- Meeting with Playground equipment supplier re roundabout and replacement of multi-play units
- S106 monies available: £6198.25 (updated amount due to SDC error)

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- CIL monies available: £1656.00
- Plans for Maspin Grange – meeting on 2nd December with Hillam PC for questions
- Isolation Group still offering services
- Followed up resident's concerns about the missing street light, the filter lane markings and the bus stop position with Highways. Filter lane markings and bus stop position have all been checked and are in line with the original approved plans. Highways are still following up with Taylor Wimpey site manager.

At this point item 151/20 was brought forward for the benefit of the attendee's interests.

151/20 To decide on actions following NYCC Highways correspondence regarding the Pedestrian Crossing

The PC received the report from Highways which concluded that a pedestrian crossing was not recommended and therefore a crossing would not be installed. The reason being that the footfall is too low to justify a crossing and that because the crossing would be used so infrequently, motorists become used to not stopping; this increases the likelihood of an accident. A self-funded crossing was also refused, the reasoning remaining the same.

7.35pm At this point a new Zoom meeting was started and Cllr Mountford joined the meeting.

Cllr Dunne proposed that the PC members meet with Cllr Pearson at the earliest convenience to discuss the concerns about the decision and to pose their questions which can then be taken to Highways for a response. During this time the Clerk can investigate the possibility of an independent survey, including costs and validity. This was seconded by Cllr Bramley. **Resolved: All in favour – motion carried.**

7.50pm At this point Mrs Robertshaw left the meeting.

The Chairman returned back to agenda item 149/20.

149/20 To approve the Hambleton Parish Council CCTV Policy

The draft policy had been distributed to Councillors in advance of the meeting. The clerk had carried out a Data Protection Impact Assessment and drafted the policy taking into account the current legislation and the ICO Surveillance Code of Practice. The PC must register with the ICO as a Data Controller and pay the annual fee. The policy requirements need putting place and the ICO checklist for compliance can then be carried out.

Cllr Blackwell proposed the policy is adopted and implemented. This was seconded by Cllr Protheroe.

Resolved: All in favour – motion carried.

Councillor Brown proposed that the Clerk register the PC with the ICO and that the ICO fee be paid via Direct Debit which reduces the amount. This was seconded by Cllr Dunne. **Resolved: All in favour – motion carried.**

Clerk to upload the document onto the website, register the PC with the ICO and implement the policy procedures.

150/20 To receive updates on the options for Hambleton to have Christmas lights and decide on any further action

Nothing to report at this point.

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152/20 Finance

- a) To approve the October Bank Reconciliation

The summary reconciled with the statements and the reconciliation was approved

OCTOBER 2020 RECONCILIATION		o/s cheques:		
Cash Book Balance 30 SEPT 2020	£ 77,390.72	2570	JUVINA JANIK	£
Receipts	£ -	DD 22.10	BUSINESS STREAM	£ 0.46
Payments	£ 1,318.71			
Cash Book Balance 30 OCTOBER 2020	£ 76,072.01			
STATEMENT Balance 30 OCTOBER 2020	£ 76,691.66			
o/s cheques: detailed at side	£ 619.65			
	£ 76,072.01			
			TOTAL O/S CHQ	£ 619.65
			£ 619.65	DIFFERENCE

- b) To approve and sign the payments to be made in November 2020

An additional cheque to those in the original finance document had been added to the list of payments to be made (cheque 2581 – Ark Facilities Ltd – Annual Landscape maintenance contract). The clerk had asked for salary payment to be divided into cheques under £500 to allow use of the online deposit function rather than in branch. The invoices were checked against the cheques by the chairman and approved. The invoices and cheques will be passed to two other councillors for checking.

	PAYEE	DETAILS	TOTAL	VAT
	BROUGHT FORWARD		£ 10,097.57	£ 385.73
2574	JUVINA JANIK	OCTOBER SALARY	£	£ -
2575	JUVINA JANIK	OCTOBER SALARY	£	£ -
2576	MR JIGGINS	AMENITY OFFICER (10.10-13.11) 4 WEEKS	£ 175.00	£ -
2577	JUVINA JANIK	REIMBURSE: £140.08		
		HAND SANITISER (NEW N/L DELIVERERS)	£ 12.90	£ 2.16
		DISPENSER DOG BAGS	£ 62.76	£ 10.46
		SOCIAL DISTANCING SIGN	£ 14.05	£ 2.34
		POPPY WREATH	£ 21.98	£ -
		MASTERLOCK COMBI PADLOCK	£ 22.99	£ 3.83
		MILEAGE	£ 5.40	£ -
2578	SELBY DISTRICT AVS	OCT/NOV NEWSLETTER PRINT	£ 360.85	£ -
2579	YLCA	CEMETERIES MANAGEMENT WEBINAR - JJ	£ 30.00	£ -
2580	STREETSCAPE	REPAIRS AS QUOTED	£ 752.40	£ 125.40
2581	ARK FACILITIES LTD	ANNUAL LANDSCAPE MAINTENANCE MARCH 2020- MARCH 2021	£ 5,913.60	£ 985.60
S.O. 25.11.2020	ADVANSYS	DECEMBER HOSTING	£ 50.00	£ 8.33
TOTAL SPEND NOVEMBER 2020			£ 7,968.87	£ 1,138.12
TOTAL 2020-21 ANNUAL SPEND			£ 18,066.44	£ 1,523.85

153/20 Village Maintenance

- a) Contractors at Richardson Court left debris on site – contact NYCC
 b) Streetlight H5 reported as out – already actioned at previous PC meeting, clerk requested replacement on 9th October

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- c) Cllr Blackwell has carried out a visual check of Recreation Area – Fencing at MUGA still needs repair – CCTV now running so repairs can be actioned next meeting
- d) Mill Lane vegetation – still not done since requesting previously

8.15pm At this point Cllr Brown left the meeting

154/20 Planning

- a) Applications received:
 - i) 2020/1095/DEM | 19 Chapel Street | Prior notification for proposed demolition of Manor House and outbuildings
Observations proposed by Cllr Mountford and seconded by Cllr Blackwell: Clerk to request SDC inquire with the applicant regarding their intentions for the land following demolition, as this site has previously been submitted for housing development which the PC objected to.
Resolved: All in favour – motion carried
- b) Notices of Decision:
 - i) 2020/0950/HPA | Erection of a two storey rear extension | 1 Field Lane Cottages, Field Lane, Thorpe Willoughby (Hambleton) - PERMITTED
 - ii) 2020/0289/LBC | Listed building consent for proposed detached garage, conversion of stables and outbuildings and internal alterations | The Old Vicarage, 19 Gateforth Lane - PERMITTED
 - iii) 2020/0954/TPO | Application for consent to reduce height to 13m to 1no Sycamore tree (T9) covered by TPO 7/1995 | 5 The Willows - AUTHORISED

155/20 Items for the next agenda

Discuss available pedestrian safety improvements on the route to Recreation Area
Zoom subscription

156/20 Confirm the date of the next Hambleton Parish Council meeting

The next Ordinary Parish Council Meeting will be on Thursday 10th December 2020 at 7pm

157/20 To consider the status of delegation of powers to the clerk implemented due to Covid-19 restrictions

It was proposed by Cllr Dunne the delegation remains in place. This motion was seconded by Cllr Blackwell.
Resolved: All in favour – the motion is carried.

158/20 Meeting Close 20.28

Signed: _____ Date: _____