

GATE & UPPER HELMSLEY PARISH COUNCIL

**MINUTES OF A PARISH COUNCIL MEETING HELD REMOTELY
ON FRIDAY 09 SEPTEMBER 2021 AT 7.30PM**

Councillors Present: Janet Buckley Charlie Dodds
Michael Harrison

In Attendance: Fiona Hill - Parish Clerk

Public Present: 17

- 22/14 a) To receive apologies for absence given in advance of the meeting:**
Parish Councillor Robert Grabowski
NYCC/RDC Councillor Caroline Goodrick
b) To consider the approval of reasons given for absence:
Resolved, Approved (Unanimous)
- 22/15 To record declarations of interest in items on the agenda:** None
- 22/16 a) To confirm the minutes of the meeting held on Friday 07 May 2021:**
Resolved, Approved (Unanimous)
b) To confirm the minutes of the Annual Parish Council Meeting held on Friday 07 May 2021:
Resolved, Approved (Unanimous)
- 22/17 To revoke the delegated powers given to the Parish Clerk at the Parish Council meeting on Thursday 02 July 2020:**
Resolved, Approved (Unanimous)
- 22/18 To discuss matters arising from previous minutes:** None
- 22/19 To discuss long-standing matters:**

Back Lane –

Andrew Stanton, NYCC Highways had replied (23Jun21) as follows:

“In August 2020 County Councillor Goodrick did suggest that residents along Back Lane should be consulted before any formal steps were taken to close off one end of Back Lane. I wonder if the Parish Council carried out any survey of local residents of Back Lane?

Caroline did offer to help devise a survey and even help to deliver this. If a survey has taken place could the results be shared with the local highways team.

We would not be able to introduce something if the vast majority of local residents did not agree with it as the signs would just end up being ignored”.

Resolved – The Parish Council would ask NYCC to draft a survey, which they would hand-deliver around the parish. (Unanimous)

Road Safety Issues adjacent to BATA – NTR/Awaiting response from Cllr Goodrick

Dog fouling around parish – This was an serious issue within the parish and the Parish Council would consider a letter drop.

- 22/20 To discuss matters raised since the last meeting:**
Consultation on the future of Gate Helmsley church
Cllrs Buckley and Dodds had attended the recent meeting and gave an update. The Parish Council would keep a watching brief on this matter.
- 22/21 To discuss the two casual vacancies:**
Three parishioners had expressed an interest in the role of Parish Councillor and would attend the September/December meetings to discuss further.
- 22/22 Public Session:** None
- 22/23 To discuss new planning applications received:** None
- 22/24 To report planning decisions by Ryedale District Council:** None
- 22/25 To discuss matters raised by Parish Clerk/Responsible Financial Officer:**
1. Bookkeeping records to date
The Parish Clerk had circulated the spreadsheet including a bank reconciliation along with an income and expenditure report
 2. Financial Management
– To agree computer share arrangement
The Parish Clerk had emailed (23Jun21) and the wording is shown at the end of the minutes
Resolved – The Parish Council agreed to join this arrangement (Unanimous)
- To conduct internal control checks
Parish Councillors conducted these checks and found everything in order
- To discuss internal audit report for year ended 31 March 2021
The Parish Clerk reported that issues had either been dealt with or were currently been dealt with.
 3. Matters raised by/with Yorkshire Local Councils - NTR
 4. Payment approval - none
- The Parish Clerk reported that the Parish Council currently uploaded documents to the NYCC Datasets, but the log in profile covered multiple Parish Councils, which would breaches GDPR. The Parish Clerk would research websites and report to the next meeting.
- 22/26 To report correspondence received by the council:**
- Ryedale District Council – Dog Control Orders (DCO) – The Parish Council had written to say that none had been issued
 - North Yorkshire County Council – Reporting Speeding Concerns – The Parish Council noted the content of what was the 95 Alive scheme

- Holme Lea, Gate Helmsley

The owner had contacted the Parish Council to ask if the pavement in front of the property was a cycle path and asked for support when applying to NYCC for a sign that says 'concealed entrance' visible in both directions.

Resolved – The Parish Council agreed the footpath was a cycle path (Unanimous)

Resolved – The Parish Council supported, in principle, the residents application for said signage (Unanimous)

22/27 To receive matters raised by members: None

22/28 To confirm the dates of the future meeting(s):

09 December 2021, 10 March 2022, 12 May 2022, 08 September 2022, 08 December 2022

Resolved, Approved (Unanimous)

Cllrs

On Friday 18th June 2021, the shared Parish Council laptop “crashed” and the hard drive is damaged beyond economical repair. Fortunately, files are saved to an Outlook account cloud, so can still be accessed.

I have purchased a HP laptop from Currys PC World at a cost of £549.00 and I would ask that Heslington Parish Council to pay one ninth of the cost, which is £61.00

The device would be used in my home office and would not travel away from that location.

If I left the Parish Councils employment within four years of the purchase, I would repay the monies (£61.00) on the sliding scale as follows:

Year ending 31 March 2022 Repay 100% of share

Year ending 31 March 2023 Repay 75% of share

Year ending 31 March 2024 Repay 50% of share

Year ending 31 March 2025 Repay 25% of share

Year ending 31 March 2026 onwards Repay 0% of share

On leaving the Parish Councils employment the user name and password to access the Outlook Account, to access emails and files, would be given to the current Chairperson, with a copy sent to Yorkshire Local Councils Association.

For your information, the previous laptop must have been bought in 2017/2018 and looking back in my notes, the agreement was as follows:

If she left the Parish Councils employment within four years of the purchase, she would repay the monies on the sliding scale as follow:

Year ending 31 March 2018 Repay 100% of share

Year ending 31 March 2019 Repay 75% of share

Year ending 31 March 2020 Repay 50% of share

Year ending 31 March 2021 Repay 25% of share

Year ending 31 March 2022 onwards Repay 0% of share

On leaving the Parish Councils employment the user name and password to access the Outlook Account, to access emails and files, would be given to the current Chairperson, with a copy sent to Yorkshire Local Councils Association.

Finally, the Parish Council does have the option to purchase their own laptop, which could be used at meetings. There is £836.06, which is ringfenced under Transparency Code, for this purpose.

This is for discussion at the next meeting.....