

EAST WITTON PARISH COUNCIL

Sarah Sayer - Clerk to the Parish Council, Meadow Lea, Hillfoot, Harmby, Leyburn, DL8 5PH



Distribution:

Mrs M Fawbert	Chairman	Our Ref:	AG 17/05/23
Mrs M de Vaal	Vice Chairman		
Mr R Wells	Councillor		
Mr A Fullerton	Councillor		
Mrs C Dent	Councillor		
Mrs S Fairhurst	District Councillor		08 May 2023
Mrs J Brown	Elizabeth Barnett Charity Parish Representative		
Mrs C Whitbread	Elizabeth Barnett Charity Secretary		

East Witton Notice Board

NOTICE IS HEREBY GIVEN that a meeting of the PARISH COUNCIL will be held on WEDNESDAY 17 May 2023 at 7.30pm in The Parish Room, East Witton

Members of the public and press are invited to attend and may address members of the Council during the item set aside for public participation - Item 3 - Public Participation

Protocol on audio/visual recording and photography at meetings: Recording is allowed at Parish Council Meetings; subject to: (i) Compliance with the Council's protocol on audio/visual recording and photography at meetings and (ii) Any recording should be clearly visible to anyone at the meeting and be non-disruptive.

Agenda for said meeting is shown below.

S L Sayer

08/05/23
SARAH SAYER
(CLERK/RFO)

PARISH COUNCIL MEETING OF EAST WITTON PARISH COUNCIL

AGENDA

Annual Meeting

- | | |
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| Item 1 | Introduction and apologies |
| Item 2 | Minutes of the last meeting held on 11 May 2022 |
| Item 3 | Public Participation |
| Item 4 | Chairman's report |
| Item 5 | Report from the Elizabeth Barnett Trust |
| Item 6 | To certify East Witton Parish Council as exempt from external audit for fiscal year 2022/23 |
| Item 7 | To note the Annual Internal Audit Report for 2022/23 included at page 4 of the Annual Governance and Accountability Return 2022/23. |
| Item 8 | To approve Section 1 - Annual Governance Statement 2022/23 for East Witton Parish Council on page 5 of the Annual Governance and Accountability Return 2022/23. |

- Item 8a) To sign off the annual accounts spreadsheet for 2022/23.
 Item 9 To approve Section 2 - Accounting Statements 2022/23 for East Witton Parish Council on page 6 of the Annual Governance and Accountability Return 2022/2023
- Item 10 To approve the publication of documents required by Accounts and Audit Regulations 2015, the Local Audit (Smaller Authorities) Regulations 2015, and the Transparency Code for Smaller Authorities

Parish Council Meeting

- Item 1 Apologies
 a. To note apologies and approve reasons for absence.
- Item 2 Re-Election of Councillor
 To re-elect the Parish Council.
- Item 3 To note any Declarations of Interest
 a. Members are asked to declare any personal or prejudicial interests they may have in the business on this Agenda.
- Item 4 Public Participation
 Members of the public who wish to raise an issue which is not on the Agenda, may do so. PLEASE NOTE: Total time limit for this item is 15 minutes. No resolution or decision can be made on items which are not on the Agenda.
- Item 5 Minutes
 To approve minutes of the last meeting held on 08 March 2023.
- Item 6 Matters arising from the minutes
- Coronation Of King Charles III Event
 - Blocking of water outlet/drains on Braithwaite Lane.
- Item 7 Middle Fell access
 To discuss action taken following letter from EW Estate,
- Item 8 Community Fund Grant
 Benches to order and PC need to match fund 30% of costs.
 PC to decide what we wish to order following a survey of the benches in situ.

	Items of Eligible Expenditure	Total cost of item (£) excl. VAT	70% of total cost of item
1	1 x 5 ft Bench	£470.83	£329.58
2	2 x 6ft Bench	£1,025.00	£717.50
3	Shipping	£100.00	£70.00
	TOTAL	£1595.83	£1117.08

- Item 9 Grass Cutting Contract
 To formally engage and minute the new grass cutters for 2023/24 - GCH Garden Maintenance
- Item 10 Planning
 a. To consider planning applications received (Appendix 1)
 b. To consider any other planning related issue
- Item 11 Accounts

- a. To approve payments as detailed in Appendix 2
- b. To note current budget situation as detailed in Appendix 3

Item 12

Correspondence

- a. To note correspondence received.

Item 13

To note matters for information and items for next meeting agenda

Item 14

To confirm date and time of next meeting

Miss Sarah Sayer

Clerk to East Witton Parish Council

Tel: 01969 624804 sarahloissayer@btinternet.com

Planning Consultations

Reference No.	Proposal	Comments
23/00180/FULL	Full Planning Permission for Stable Block at Lane House, Lane House Farm, Kilgram Lane, Jervaulx, Ripon, North Yorkshire, HG4 4PQ	None received

Planning Decisions

Reference No.	Proposal	Decision	Date
22/00890/FULL	Proposed extension (amended scheme) at Ramshaw Barn, Kilgram Lane, Jervaulx, Ripon	GRANTED	07/03/2023
23/00022	Slurry lagoon to support the farming enterprise at Waterloo Farm, Low Thorpe, East Witton	GRANTED	18/04/23

Appendix 2 & 3

May PC meeting 2023

To approve payments and receipts as detailed in Appendix 2

Appendix 2		Sum
2023/24	Payments	
10/04/23	YLCA	£130.00
10/04/23	East Witton Parish Room	£60.00
02/05/23	GCH Garden Maintenance	£320.00
09/05/23	Curtis Website Design	£190.00
		£700.00
2023/24	Receipts	
	NYC Parish Precept	£3850.00

To note budget situation as detailed in Appendix 3

Appendix 3 - On-going 2023/24	Budget Situation
Income to date (£3850.00) plus balance b/f from 2022/23 of £1508.35	£5,358.35
Expenditure to date 2023/24	£700.00
Balance at Bank + Petty Cash £9.91	£ 4668.26

Correspondence received from 05 March 2023 and 08 May 2023

From	Description	Action
Zurich Insurance	Renewal quote and also a new type of insurance for smaller PC's	Renewal of our current insurance is £495.24, but if I go online for the new type of smaller Councils insurance from Zurich it is £277 including the War Memorial or £214 without the War Memorial. What cover is needed?
YDNPA	Potential Housing Development Sites Consultation	Circulated. RW replied to say no comments as none proposed within EWPC remit.
YDNPA	Local Plan Consultation	Circulated
YDNPA	Parish Forum invitation – Tuesday 23 May at 7pm at West Burton Village Hall	No takers as yet
Victoria Benn	Invitation to Community Event – Making space for Nature. 01 July 2023 at Addingham.	Circulated. Any interest?
Rural Arts	List of Touring Events 23/24	Circulated.
Richmond Rotary	Best Kept Village 2023 letter to say judging will be in July	Circulated
A Goulthorpe	Email to say retiring and cannot cut the grass this year.	Circulated
East Witton Estate	Letter regarding the rules for access onto Middle Fell	Circulated and R Wells to write a reminder for residents.
Police and Crime Commissioner	Quarterly Engagement Blog	Circulated
20's Plenty	Information sharing and updates	Circulated
NYC	Weekly list of planning applications	Circulated
NYC	Publishing Members details on new NYC website	Circulated forms. Recd back from Mary and Richard
NYCC	LGR updates	Circulated
Barclays Bank	Periodic Review	Circulated to MF and MdeV. Going to see if we can find out what to do on Mon 15 May.
North Yorkshire Shared Prosperity Fund	Email regarding webpage and eligibility of PC's to apply	Circulated
Leyburn Police	Monthly Crime Reports	Circulated
RDC	Kings Coronation Funding	Forwarded to RW
RDC	Area Partnership Fund – now available for applications	Noted and MF to pass onto East Witton Tennis Club
RDC	Community Investment Fund	Decided to apply for benches
Community First	Invitation to event relating to Community Led Housing	Circulated

Yorkshire		
Area 1 Richmond	Road closure notifications x 2	Circulated
YLCA	Training Bulletins	
YLCA	DLUHC Consultation on Infrastructure Levy	Circulated
YLCA	Chief Executives Bulletins	
YLCA	White Rose Bulletins	Circulated
YLCA	Richmondshire Branch Meeting papers	Circulated

Correspondence sent from 09 October 2022 to 04 March 2023

Recipient	Description	Comments
Strutt & Parker	Emailed info Braithwaite Lane	One? culvert unblocked by the Estate maintenance engineer 28/04/23.
Strutt & Parker	Emailed about measures taken regarding Permissive Access to Middle Fell.	
RDC	Community Investment Fund Application	Acceptance form sent
NY Council	Invoice sent for the grass cutting remittance	Awaiting payment
Emails to potential grass cutters	No positive replies. Finally emailed the contractor for Spennithorne, who had capacity to quote.	Quote circulated and accepted.