

# EAST WITTON PARISH COUNCIL

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



## **Distribution:**

Mrs M Fawbert                      Chairman  
Mrs M de Vaal                      Vice Chairman  
Mr R Wells                          Councillor  
Mr A Fullerton                      Councillor  
Mrs C Dent                          Councillor  
Cllr K Sedgwick                      District Councillor  
Mrs J Brown                          Elizabeth Barnett Charity Parish Representative  
East Witton Notice Board

Our Ref:                      AG 15/05/24

06 May 2024

## **NOTICE IS HEREBY GIVEN that a meeting of the PARISH COUNCIL will be held on WEDNESDAY 15 May 2024 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*

06/05/24  
SARAH SAYER  
(CLERK/RFO)

## **PARISH COUNCIL MEETING OF EAST WITTON PARISH COUNCIL**

### **AGENDA**

#### **Annual Meeting**

- Item 1                      Introduction and apologies
- Item 2                      Minutes of the last meeting held on 17 May 2023 – Already signed off 23/09/23
- 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 2023/24
- Item 7                      To note the Annual Internal Audit Report for 2023/24 included at page 4 of the Annual Governance and Accountability Return 2023/24.
- Item 8                      To approve Section 1 - Annual Governance Statement 2023/24 for East Witton Parish Council on page 5 of the Annual Governance and Accountability Return 2023/24.
- Item 8a)                      To sign off the annual accounts spreadsheet for 2023/24.

- Item 9 To approve Section 2 - Accounting Statements 2023/24 for East Witton Parish Council on page 6 of the Annual Governance and Accountability Return 2023/2024.
- 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 Councillors  
To re-elect the Parish Council.  
& 2a) To elect the YLCA Parish Representative.
- 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 06 March 2024.
- Item 6 Matters arising from the minutes
  - Summer BBQ
  - Broken water pipes – Yorkshire Water
  - Braithwaite Lane & Highway water on main road to Jervaulx
- Item 7 Grass Cutting Contract  
To consider and approve the grass cutting contract for 2024/25 - GCH Garden Maintenance. (Apr – Oct 2023 was 7 x £320/month = £2240 – can claim back VAT of £373.31, therefore annual sum is £1866.69/14 = £133.33 per cut)
- Item 8 Planning  
a. To consider planning applications received (Appendix 1)  
b. To consider any other planning related issue
- Item 9 Accounts  
a. To approve payments as detailed in Appendix 2  
b. To note current budget situation as detailed in Appendix 3
- Item 10 Correspondence  
a. To note correspondence received.
- Item 11 To note matters for information and items for next meeting agenda
- Item 12 To confirm date and time of next meeting

**Appendix 1**  
May PC meeting 2024

**Planning Consultations**

Reference No.	Proposal	Comments
	NONE TO REPORT	

**Planning Decisions**

Reference No.	Proposal	Decision	Date
R/89/131/LB	Listed building consent to replace the existing timber casement windows to the rear elevation, with new timber casement windows incorporating slimline double glazing at 10, East Witton	GRANTED	28/02/24

## Appendix 2 & 3

May PC meeting 2024

To approve payments and receipts as detailed in Appendix 2

Appendix 2		Sum
2024/25	<b>Payments</b>	
14/04/24	YLCA	£137.00
14/04/24	GCH Garden Maintenance	£160.01
06/05/24	Zurich Insurance	£277.00
06/05/24	Strutt & Parker - RENT	£1.00
08/05/24	GCH Garden Maintenance	£320.00
		<b>£895.01</b>
2024/25	<b>Receipts</b>	
23.04.24	Parish Precept RDC	£4,000.00

To note budget situation as detailed in Appendix 3

Appendix 3 - <b>On-going 2024/25</b>	Budget Situation
Income to date (£4000) plus balance b/f from 2023/24 of £1,120.25	£5,120.25
Expenditure to date 2024/25	£895.01
<b>Balance</b>	<b>£ 4,225.24</b>

**Correspondence received from 24 Feb 2024 and 06 May 2024**

<b>From</b>	<b>Description</b>	<b>Action</b>
Pip Pointon. Ass. of Rural Communities	Invitation to a meeting in Leyburn on 30/04/24 to discuss the health of the River Ure	R Wells attended.
LDWA	Notification of long distance walking event 20/21 July 2024	Circulated
Phoebe King – Phd Student research questionnaire	Using rural land for flood management	Circulated and also completed.
Northern Powergrid	Survey	Circulated
YDNPA	Latest News roundups	Circulated
YDNPA	Spring Parish Forum details	Circulated
YDNPA	Annual Forum for YDNPA Management Plan	Circulated
YDNPA – Footpath Officer	Copy of the Diversion Order	Circulated
YDNPA - Enforcement	Response about possible creation of hardstanding outside 45/46 East Witton – No breach.	Circulated
PCSO	Speed Gun email re-circulated.	Responded prior to the last meeting, but PCSO's happy for more people to reply.
Police, Fire and Crime Commissioner	Inspection Report	Circulated
20's Plenty	Information sharing and updates	Circulated
NYCC	BBC Make A Difference Awards	Circulated
NYCC	Headfirst mental health training	Circulated
NYCC	LNRS Webinar	Circulated
NYCC	Mayoral Elections poster and info.	Circulated
NYCC	Local Plan – Call for Sites.	Circulated
Leyburn Police	Monthly crime reports	Circulated
Area 1 Richmond	Road closure notifications x 3	Circulated
YLCA	Training Bulletins	Circulated
YLCA	Civility & Respect Newsletters	Circulated
YLCA	Chief Executives Bulletins	Circulated
YLCA	White Rose Bulletins	Circulated
YLCA	Law & Governance Bulletin	Circulated
YLCA	Richmondshire Branch Meeting papers	Circulated

**Correspondence sent from 24 Feb 2024 and 06 May 2024**

<b>Recipient</b>	<b>Description</b>	<b>Comments</b>
Yorkshire Water	Reported the issue of broken pipes. There was no contact address, email or phone number so had to use the online form, which resulted in YW engineers going to the site of the leak but no actual reply to the issue of 'what are the future plans for the East Witton pipework network'.	Via online form 17/04/24
YLCA	Webinar registration form for Clerk to attend Website Accessibility Regulations update on 21 May 2024	Attendance request confirmed 06/05/24