

THORNTON IN CRAVEN

PARISH COUNCIL

Minutes of the Parish Council meeting held remotely by Zoom conferencing on Wednesday 1st July 2020 at 7.00pm

Present:

Councillor Steven Briggs,
Councillor Mrs Annwyn Dean
Councillor Linda Harrison
Councillor Martin Lockyer, (Chair)
Councillor Andrew Peace
Councillor Pauline Presley,
District Councillor Richard Pringle
Margaret Smith, Clerk
2 Members of the Public

033.20 To receive any apologies

Councillor Martyn Leigh

034.20 To record any declarations of interest on the agenda.

No declarations of interest were received.

035.20 To approve the Minutes of the Annual meeting held on Wednesday 3rd June 2020

(Minutes will be signed at our first face to face meeting)

Proposed by Cllr Lockyer,

Seconded by Cllr Harrison, and

Resolved: That the meeting of the Annual meeting held on 3rd June 2020 were approved.

036.20 Open Forum - For residents to raise issues to the Parish Council.

No members of the public wished to speak

037.20 To receive a report from District Councillor Pringle

Cllr Pringle advised that the first remote meeting of CDCs Planning Committee would take place on 6th July and would continue every two weeks.

CDC had voted on whether to financially support Welcome to Yorkshire, it was approved 14-15 in favour of paying the amount requested.

038.20 To receive a report from County Councillor Mulligan.

In the absence of Cllr Mulligan, no report was given.

039.20 To consider any planning applications.

039.20.01 Planning application - 2020/21715/TCA - T1 Eucalyptas - Removal. 7
Summerfield Thornton In Craven Skipton BD23 3TZ - Noted

039.02.02 Planning Applications Granted – None

039.20.03 Planning Applications refused –None

039.20.04 Any other planning matters

040.20 To receive an update on events at Thornton Hall Farm

Cllr Peace reported that 20 residents had attended the Zoom meeting to discuss events at the farm, following which he had met with the owners of the farm on 30th June. The owners said they were willing to engage with the group. They agreed that the choice of the first drive

THORNTON IN CRAVEN PARISH COUNCIL

in movie was unfortunate. They have since moved the screen so it cannot be seen by nearby properties. The drive in movies are an attempt to recoup losses made due to COVID19.

Cllr Peace will compose a letter to CDC and circulate to the Council with regard to the two storey building which was passed as a single storey building. It is thought this will be used for weddings. There are concerns that as the 2 storey building at the caravan area is passed there would be nothing to stop them joining the two buildings.

It was noted that one of their contractors had cut the water supply affecting nearby properties for many hours and that no action was taken by the farm to inform their neighbours of the problem.

A further residents Zoom meeting will be held on 2nd July.

041.20 To approve the Finance Report and Payment Schedule for June 2020

Current Account at 19/06/2020	£11,734.22
Deposit Account (reserves) 30/06/2020	£10,001.00

Authorisation of payments for June 2020

BHIB Insurance	19/06/2020	434.66
M. Smith (June Salary)	29/06/2020	180.57
Zoom mtg monthly charge	01/06/2020	14.39
Land Registry	01/06/2020	7.00
C. Husbands (Internal Audit)	07/06/2020	50.00
HMRC	30/06/2020	135.20
S Pickles (grass cutting)	20/06/2020	795.00

Total £1616.82

Proposed by Cllr Lockyer,
Seconded by Cllr Presley, and

Resolved: That the Financial Report and Payment Schedule for June 2020 are approved.

042.20 To certify Thornton in Craven Parish Council as exempt from external audit for fiscal year 2019/20

Proposed Cllr Lockyer,
Seconded by Cllr Harrison, and

Resolved: That Thornton in Craven Parish Council is exempt from external audit for the year 2019/20 as its annual turnover does not exceed £25,000.

043.20 To note the Annual Internal Audit Report for 2019/20 included as page 4 of the Annual Governance & Accountability Return 2019/20

Resolved: That the Annual Internal Audit Report for 2019/20 included in page 4 of the Annual Governance & Accountability Return 2019/20 be noted.

044.20 To approve Section 1 – Annual Governance Statement 2019/20 for the Parish Council on page 5 of the Annual Governance & Accountability Return 2019/20

Proposed by Cllr Lockyer,
Seconded by Cllr Briggs, and

Resolved: Thornton in Craven Parish Council approve Section 1 Annual Governance Statement 2019/20 on page 5 of the Annual Governance & Accountability Return 2019/20

THORNTON IN CRAVEN

PARISH COUNCIL

- 045.20 To approve Section 2 – Accounting Statement 2019/20 for the Parish Council on page 6 of the Annual Governance & Accountability Return 2019/20**
Proposed by Cllr Lockyer,
Seconded by Cllr Peace, and
Resolved: That Thornton in Craven Parish Council approve Section 2 Accounting Statement 2019/20 on page 6 of the Annual Governance & Accountability Return 2019/20.
- 046.20 To approve the publication of documents required by Account & Audit Regulations 2015, the Local Audit (Smaller Authorities) Regulations 2015, SI 2020/404 The Accounts & Audit (Coronavirus Amendment) Regulations 2020 and the Transparency Code for Smaller Authorities.**
Proposed by Cllr Peace,
Seconded by Cllr Harrison, and
Resolved: That in accordance with the Account & Audit Regulations 2015 the Local Audit (Smaller Authorities) Regulations 2015 SI 2020/404. The Accounts & Audit (Coronavirus Amendments) Regulations 2020 and the transparency code for Smaller Authorities, Thornton in Craven Parish Council will publish the following documents on a public website.
- Certificate of Exemption
 - Annual Internal Audit Report 2019/20
 - Section 1 – Annual Governance Statement 2019/20
 - Section 2 – Accounting Statement 2019-20 page 6
 - Analysis of variances
 - Bank Reconciliation to 31 March 2020
 - Notice of the period for the exercise of public rights and other information required by Regulation 15 (2) Accounts & Audit Regulations 2015
- 047.20 To receive an update on tree planting on Common Land.**
Mr & Mrs Roe have agreed to sponsor the planting of up to 1000 trees on the Common Land. The Parish Council sends their thanks for the generous donation. The trees will be planted in the autumn and will be native variety. It is suggested a sign could be erected to commemorate victims of COVID19. This will be discussed further when more information is received.
- 048.20 To consider quotation for repairs to the ramp at Morrisons Meadow.**
Proposed by Cllr Lockyer,
Seconded by Cllr Presley, and
Resolved: That the quotation from JLM of £985 +VAT to move the entrance to further down where the land is level is approved.
- 049.20 To receive an update as to whether the cattle grid has been included on the deeds for the property.**
The title details received from Land Registry do not state who has responsibility for the cattle grid which was agreed in 2018.
Proposed by Cllr Briggs,
Seconded by Cllr Lockyer, and
Resolved: That the new owners be contacted to ascertain if they are aware it is their responsibility to maintain the cattle grid.
Cllr Lockyer will contact the previous owners for clarification.
- 050.20 To consider the response from Highways on signage on Cam Lane**
Proposed by Cllr Lockyer
Seconded by Cllr Harrison and
Resolved: The two signs be installed as near as possible to the entrance of Cam Lane as suggested by Area 5 Highways.

THORNTON IN CRAVEN

PARISH COUNCIL

051.20 To receive a report from the Events Committee

No meeting of the Events Committee has taken place

052.20 Correspondence and matters brought to the attention of the Chair.

- Response from removal of the wire fence at Nuttercote
Cllr Briggs will speak to the owner and request the wire fence is taken down as agreed by NYCC in 2018.
- A resident on Church Road has requested that the grass verge be cut as part of the village grass cutting. It was agreed that this could not be included in the village cutting as it would set a precedent. The grass cutting is done in the village within the 30mph speed limit area. Cllr Lockyer will contact the resident and explain that it cannot be part of the contract cutting.
- Overhanging shrubbery on Church Road opposite the nursing home. The property owners should be contacted and ask them to cut the overhanging branches or NYCC will enforce.
- A proposal has been received to make a sensory garden at Thornton Hill Nursing Home. As this is a charity it is permitted to apply for grants from Cllr Pringle and Cllr Mulligan's grant funds. The contact will do the work but needs the funding to be applied for by the Parish Council.
Proposed by Lockyer,
Seconded by Cllr Briggs, and
Resolved: That the Parish Council will apply for the grants on behalf of the contact and hold the funds in their account until required for the equipment/plants to be purchased.
- AJ1 PCCC Grant for road safety – Cllr Lockyer will get further information.
- The planted bed at the top of Booth Bridge Lane requires weeding.
Proposed by Cllr Briggs,
Seconded by Cllr Lockyer, and
Resolved: That the contractor will be asked to include the weeding on the grass cutting contract.

053.20 Confidential item – Due to the confidential item about to be discussed, the Press and Public are excluded from the meeting for this agenda item as per Schedule 12A to the Local Government Act 1972 Act.

Proposed by Cllr Lockyer,
Seconded by Cllr Dean, and

Resolved: That due to the confidential item about to be discussed, the Press and Public are excluded from the meeting for this agenda item

054.20 To consider the Clerk's annual salary increase from SCP 19 to SCP 22 to be backdated to 1st April 2020

Proposed by Cllr Lockyer,
Seconded by Cllr Peace, and

Resolved: That the Clerk's salary increase is approved from SCP 19 to SCP22 and be backdated to 1st April 2020.

055.20 Date and time of next meeting.

Wednesday 5th August 2020 at 7pm by video conferencing unless restrictions change

There being no further business the meeting closed at 8.35pm