

THORNTON IN CRAVEN

PARISH COUNCIL

Minutes of the Annual Parish Council meeting held in the Village Hall on Wednesday 5th June 2019 at 7.00pm

Present:

Councillor Steven Briggs,
Councillor Annwyn Dean
Councillor Linda Harrison
Councillor Martin Lockyer, (Chair)
Councillor Martyn Leigh
Councillor Jonathan Summersgill
Ward Councillor Richard Pringle
Margaret Smith, Clerk

20.19 To receive any apologies.

District Councillor Mulligan sends his apologies

21.19 Recording of meetings – The right to record the meeting was noted.

22.19 To record any declarations of interest. – There were no declarations of interest in the matters to be discussed.

23.19 To approve the Minutes of meeting held on Wednesday 15th May 2019

Proposed by Cllr Leigh,
Seconded by Cllr Lockyer, and

Resolved: That the Minutes of the meeting held on Wednesday 5th June 2019 were approved as a true copy and signed by the Chair.

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

No members of the public were present

25.19 To receive a report from Craven District Council.

The Parish Council welcomed Councillor Pringle who gave his background and advised that he had been elected on to CDC's Planning Committee and hoped to advise the Parish Council on future applications.

26.19 To receive a report from North Yorkshire County Council.

In the absence of Cllr Mulligan no report was given.

27.19 To consider any planning applications.

27.18.01 Planning Applications –

19/0360/FUL Thornton Hall Farm Skipton Road, Extension of car park submitted to Pendle District Council

Resolved: Although the Parish Council has no objections to the application to extend the car park, it does have concerns about the access road which falls into the Craven DC area. The Parish Council believes that the access road should be widened to make it two lanes instead of the 1.1/2 lanes it is now. Also it would be beneficial if the 30mph sign was moved to include the access.

These concerns will be submitted to Craven DC and Highways and we would also request a site visit with Highways to discuss.

2019/20524/FUL Thornton Hall Farm, Skipton Road Access Road submitted to Craven District Council
2019/20524/FUL

THORNTON IN CRAVEN PARISH COUNCIL

Resolved: The Parish Council has concerns that the access road is too narrow and should be widened to make it two lanes. Re-siting of the 30mph on Church Street to include the access would also improve safety on a road that has seen accidents in the recent past. If the Council is minded to approve this application we would request that it is considered by the Planning Committee and a site visit with Highways be arranged.

27.18.02 Planning Applications granted - None

27.18.03 Planning Applications refused – None

28.19 To approve the Finance Report and Payment Schedule for June 2019

Balance of accounts 31/3/2019

Current Account	£14,536.06
Deposit Account	£10,001.00

Authorisation of payment for June 2019

NYCC Street Light energy	14/05/2019	1469.48
M. Smith (June salary)	29/06/2019	180.57
M. Smith (expenses - postage & mileage)	31/05/2019	19.64
J D & S Pickles (grass cutting)	22/05/2019	670.00
Christine Husbands (internal audit)	31/05/2019	50.00

Total: £2389.69

Proposed by Cllr Leigh,
Seconded by Cllr Harrison, and

Resolved: That the Financial Report and Payment Schedule for June 2019 are approved.

29.19 To approve the Annual Governance & Accountability Return (AGAR)

29.19.01 To certify Thornton in Craven Parish Council as exempt from external audit for fiscal year 2018/19

Proposed by Cllr Lockyer,
Seconded by Cllr, Leigh, and

Resolved: That the Parish Council approves the Certificate of Exemption from the external audit for the year 2018/19

29.19.02 To note the Annual Internal Audit Report for 2018/19 including at page 4 of the Annual Governance & Accountability Return 2018/19

Proposed by Cllr Leigh,
Seconded by Cllr, Harrison, and

Resolved: That the Parish Council note and approve the Annual Internal Audit Report for 2018/19 included at page 4 of the AGAR 2018/19

29.19.03 To approve Section 1 – Annual Governance Statement 2018/19 for Thornton in Craven Parish Council on page 5 of the Annual Governance & Accountability Return 2018/19

Proposed by Cllr Lockyer,
Seconded by Cllr, Leigh, and

Resolved: That the Parish Council approves Section 1 – Annual Governance Statement 2018/19 on page 5 of the AGAR 2018/19

THORNTON IN CRAVEN

PARISH COUNCIL

29.19.04 To approve Section 2 – Accounting Statements 2018/19 for Thornton in Craven Parish Council on page 6 of the Annual Governance & Accountability Return 2018/19

Proposed by Cllr Briggs,
Seconded by Cllr, Lockyer, and

Resolved: That the Parish Council approves Section 2 – Accounting Statement 2018/19 on page 6 of the AGAR 2018/19 .

29.19.05 To approve the publication of documents required by Accounts & Audit Regulations 2015, the Local Audit (Smaller Authorities) Regulations 2015 and the Transparency Code for Smaller Authorities.

Proposed by Cllr Lockyer,
Seconded by Cllr, Leigh, and

Resolved: That the Parish Council approves the publication of documents required by Accounts & Audit Regulations 2015, the Local Audit (Smaller Authorities) Regulations 2015 and the Transparency Code for Smaller Authorities.

30.19 To consider the quotations for the website.

Following a discussion it was agreed to go with Quotation No.2 for the new website submitted by John Sargeant

Proposed by Cllr Lockyer,
Seconded by Cllr Briggs, and

Resolved: That the Parish Council approve quotation No.2 for the new website and request the Clerk to contact the supplier and provide the details to be upgraded.

31.19 To consider Internet banking and BACS payments

A resolution is required to approve Internet Banking and to change the payment process from cheques to BACS and the Payment Schedule must be signed by two signatories.

Proposed by Cllr Lockyer,
Seconded by Cllr Briggs, and

Resolved: That the Parish Council approve, in principal, the use of Internet Banking and BACS payments.

The Clerk will contact the bank for further information on how to proceed.

32.19 To further discuss street lighting issues and possibility of handing them over to NYCC and consider information received on Public Works Loans.

Cllr Lockyer had received further information and to upgrade all the street lights to meet NYCC requirements in one go would cost £60,000. At the moment Public Works loans interest is 1.8%.

It was agreed to defer this item for further information and consideration.

33.19 To nominate a Member to undertake the annual risk assessments.

Cllr Summersgill will undertake the annual risk assessments along with the Clerk and any other Councillors who would like to attend. A date will be confirmed.

34.19 To receive a report from the Events Committee.

There hadn't been a meeting of the Events Committee since the last Parish Council meeting. The next event is the Bake Off to take place on Sat 8th June 10am-1pm at the Village Hall.

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

No items received

THORNTON IN CRAVEN
PARISH COUNCIL

36.19 Date and time of next meeting.

Wednesday 3rd July 2019 at 7pm

There being no further business the meeting closed at 8.15pm