

Leavening Parish Council

Website: www.leavening.online

Email: clerk@leavening.online

MINUTES

A regular meeting of the Parish Council was held on **Monday 13th February 2023** at **7pm** at the **Venerable Bede Church**, Leavening. This session was open to the public.

1. Apologies

Apologies were received from Cllr McDermott

2. Declarations of Interest

Cllr Hampson is Chair of the Leavening Allotments Group.

3. Minutes of the previous meeting

Signed off noting the addition of the recording of the resignation of Cllr Schofield.

Matters arising:

- AGAR – updates to be received later under Item 6 from Cllr Audsley.
- Precept – the chair confirmed that the Precept had been confirmed at the recommended rate of £1,800 for the next year to Ryedale Council following the last meeting. Noting no uplift in the cost this year to ensure residents are not impacted by further cost of living rises.
- Allotment Group – a further update would be received at this meeting.
- Future State of Committees – Cllr Johnston confirmed that a proposal will follow at a future meeting.
- Public Footpaths – a request has been made to raise this at a future meeting.
- Clerk – the post was currently being reviewed by the YLCA to bring the job description in line with the current salary bands. Further information would be to follow.

4. Public Session Opens

5. Consultations

The recent dual planning application at Brook House, Dam Lane, had been approved. A further application for planning for Glamping Pods at Busk Hill was recently announced, decision to be determined.

6. Finance & Business

- a) Update on the AGAR Review 2021/2022 and assess the completed assurance review for end of year 31 March 2022**

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The recent assurance review from PKF Littlejohn (received 20th January 2023) was circulated in advance to councilors and the group agreed that this was a fair and correct view of the accounts for the 21/22 financial year. In advance of the meeting today, Councillors had for the Parish Council to prepare a 'notice of conclusion of audit' based on the template supplied and this had been publicised via the PC website and notice board.

In terms of the outcome of the external audit report, the recommendations were noted and included the following:

- Recommendations to adjustment of figures on this year's AGAR submission
- Review of the PC fixed asset register. The Chair agreed to take this forward with support from the local-level sub-committees.
- The conduct of an internal audit – Cllr Audsley agreed to approach identified individuals in the Village with the appropriate skill set ahead of future meetings of the Parish Council.
- Follow the correct procedure for the notification of public rights over the summer period and prior to the submission date for this year's AGAR.
- A review of reserves – councilors agreed that regular review of reserves was important and the ongoing review of replacement of public assets and the potential for the refurbishment of the Play Area may run into the 2023/2024 financial year.

Copies of the AGAR will be retained, and the report and certificate is available for parishioners or external parties to view. On PKF Littlejohn's recommendation, there would be a small nominal fee charged. Cllr Audsley would take forward the remittance of the payment of fees as per previous discussions. Councilors agreed that this was a positive step to be clear on the correct conduct of future assurance reviews and all acknowledged the importance of making adjustments to current reporting and governance in advance of the 22/23 review.

b) Update on financial information from committees

The Event Committee reported a £1512.16 balance following the fireworks. No further statements were received from other committees but the Chair noted that there was no current activity.

Action: To receive all balance updates for the next meeting in April 2023 - Chair

c) Financial Statements

Cllr Audsley reported a current PC main account balance of £6,280.77. Further payments upcoming included YLCA membership, renewal of certificates for the PC website and invoice for use of the Church

Action: Cllr Audsley and Cllr Ashworth to check the status of invoice from the parish church ahead of next meeting.

7. Community Allotments and Play Area

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Cllr Hampson updated on the current status of discussions relating to the securing of land in Leavening as part of the Submitted Sites planning round. With the introduction of the new unitary authority of North Yorkshire, it has been confirmed that the status of such sites and the appetite to discuss options for development has been postponed until 2025. The Community Allotment group has written to the Chief Executive of NY County Council to push for a decision on the recommendation to pursue development of plots on the preferred site near Boundale Farm. The allotment group recorded their frustration at the delay in the process but acknowledged the timing with changes to the unitary authority. Further discussion were ongoing relating to the purchase of the land for community purposes and the group were considering an appeal to the local MP.

Action: Cllr Hampson to keep PC updated

Cllr Johnston updated on a recent discussion with Phi Schofield, Chair of the Play Area Committee. They had received some initial expressions of interest from a small number of residents, but the Play Area Committee had not received any feedback after a recent communication. It was agreed that the Play Area Committee should continue to maintain the current site but that alternative funding opportunities would need to be explored due to the state of the timber equipment. Councillors acknowledge the costs of new play area equipment and Cllr Johnston agreed to take forward further discussion with Phil Schofield and explore options for funding which may include Community Lottery Funding.

Action: Cllr Johnston to liaise with the Play Area Committee and report back progress to future funding.

8. Updates in relation to Leavening Events Committee

Cllr Hampson updated that the Events Committee had purchased a card reader to allow payments for events in the future. Feedback from both the Bonfire and Elders Lunch were positive and the Events Committee wanted to extend thanks to the volunteers and the Jolly Farmer's Pub for their invaluable input into these events. Chair of the Events Committee, Miles Jackson, was currently looking into the purchase of a new marquis for around £1.5k. The events committee was also now taken forward arrangements for the Coronation's Big Lunch on Sunday 7th May 2023, 2pm – 8pm.

The next Events Committee meeting is scheduled to be held on 30th March 2023 at 8pm in the Jolly Farmers.

9. Local Area Plan – next steps for Leavening

Cllr Johnston updated on discussions with the Planning Team at Ryedale who had recommended the option of developing a community-level local area plan for the parish. This could provide residents with an opportunity to shape future development and influence any planning impact which may occur in the future. Councillors acknowledged that agreeing on a future state for planning and community development would make decisions relating to allotments and play areas clearer in the longer term and would also give residents an opportunity to shape thinking on planning needs in the longer term.

Action: Cllr Johnston to progress with colleagues from Ryedale Planning Team and update at the next meeting.

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10 **Parish Council Communications: noticeboards, Facebook and website**

Information on the assurance review (AGAR) will be updated on the various channels and noticeboards.

11 **Discussion of 2023 annual village meeting**

Councillors agreed to take forward the date at the end of May and all were encouraged to think about the key areas for discussion outside and bring to the next meeting of the PC.

Action: All councillors to consider.

12. Review of North Yorkshire Parish Charter

Members were asked to review the circulated documentation relating to the draft Parish Charter which was set out by North Yorkshire Council. Councillors were asked to submit their views back to the chair by early April (Submission by 12th April 2023).

Action: All councillors to consider.

13.

AOB and Questions to the Chair

Faded Signage

Cllr Chambers raised a previous item which was recorded in the October 2022 minutes relating to faded road signage around the village and also a missing sign at Wold View/Preston Hill. The faded signage had been logged with NY Highways and further investigation relating to acquiring additional signage for Wold View/Preston Hill was being taken forward.

Action: Cllr Chambers to take this forward with the support of fellow residents. It was agreed by councillors that this item does not need to be brought to future meetings.

Verges

Cllr Chambers raised an inquiry regarding the responsibility for cutting verges in and around the village. It was confirmed that this was with North Yorkshire but a recent enquiry regarding this had been received by the Chair with a request for the PC to consider taking on the cutting of verges with a small stipend payment. Councillors agreed that this would be unhelpful given that the cost of arranging this through the Parish Council and also sourcing reliable contractors with the correct insurance. It was agreed that the group would await to receive more detailed information on this via email but would likely ask North Yorkshire to continue cutting the verges.

Action: Cllr Johnston to request further information and circulate for a decision via email.

Volunteer Support Network

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Cllr Johnston raised an enquiry from Dan Farrell from the Jolly Farmers Pub regarding the setup of a virtual support network for isolated residents in and around Leavening. Councillors agreed this was a good idea and that there was a need to support individuals or families in the area through support for meals and odd jobs. A precedent does exist, and a group formed during the pandemic period. It was agreed that this should be pitched back to the Events Committee to action with Dan F.

Action: Chair to take forward with Events Committee to ensure follow-up.

14. **Dates of future meetings**

Committee to agree on the future cycle of meetings for Parish Council meetings.

- Monday 13th February 2023, 7pm
- Monday 10th April 2023, 7pm - to be rescheduled due to Easter to 17th April.
- Monday 12th June 2023, 7pm
- Monday 11th September 2023, 7pm