



BARDSEY CUM RIGTON PARISH COUNCIL

Minutes of the Parish Council Meeting held on 20th November 2024 at 7pm in Bardsey Village Hall

Commenced: 7.00 pm

Concluded: 8.45 pm

Present: Cllrs Stentiford, Bosomworth, Flockton, Hoyland, Jackson, Osborne, Tatman, Ward.

Clerk: Mrs VA Forbes

2425/078 Introduction from the Chairman

Cllr Stentiford welcomed councillors to the meeting.

2425/079 Public Participation

There were no members of the public present.

2425/080 To receive any apologies and approve reasons for absence

Cllr Denby sent apologies. Reasons were approved.

2425/081 Declaration of Interests

a) To receive any declarations of interest not already declared under the council's code of conduct or members Register of Disclosable Pecuniary Interests

b) To receive, consider and decide upon any applications for dispensation

There were no Declarations of Interests.

2425/082 To confirm the minutes of the full council meeting held on 23rd October 2024 as a true and accurate record

The minutes were confirmed and signed by the Chair.

2425/083 Financial matters

a) To receive and note bank account balances at 14th November 2024

Community Account: £62,422.28

Business Premium ME 1: £18,349.40

The account balances were received and confirmed by Cllr Jackson signing the bank statements.

b) To approve the schedule of payments for November 2024 (Appendix 1) **Approved.**

c) To approve the bank reconciliation and budget comparison up to 14th November 2024 (Appendix 2) **Approved.**

d) To approve the NJC pay award 2024/25 for the Clerk's Salary back dated to 1st April 2024. **Approved.**

e) To agree to appoint Account-ant (Yorkshire) as the internal auditor for the 2024/25 fiscal year at a cost of £184.50 inc VAT **Approved.**

f) To consider and decide on maintaining a working balance in the Community Account and transferring funds to the Business Premium ME Account to take advantage of bank interest.

It was resolved to transfer £50,000 from the Community Account to the Business Premium ME Account.

g) To consider and decide the quote from Barnes Associates for Tree surveys in Willan Woods, Park Field and area around the Village Pond at a cost of £792.00 inc VAT. **Approved.**

2425/084 To receive an update on the following ongoing issues and decide further action where necessary:

a) Relocation of the Playground Tennis Table (KO)

The base has been completed. Cllr Osborne to research building a lifting table to move Tennis Table.

b) SIDS (MB)

The A58 Southbound SID is due to have the battery replaced on 27th November 2024.

c) Allotments (MB)

It was resolved to continue the process to transfer the management of the allotments to Bardsey Parish Council.

d) Highways (BH)

Prior to the meeting, Cllr Hoyland submitted a report. This included the following:

A58 – Zebra crossing (Cornmill Ginnel area) and Pedestrian Island (near Church Lane) – BPC has received from LCC Highways final costings and more information which included a requirement for extra lighting to comply with the current illumination requirements.

A58 – ‘For Sale’ signs – Several Estate Agents have been contacted to remind them that the signs should be within the property for sale’s curtilage. All understand the situation and took action to remove.

KESWICK LANE – ‘Safe Crossing’ – no further update.

BRIDLEWAY 18 – an area of bridleway leading from the Duck Pond towards Wayside has been tarmacked and an old tree, well over 70 years old, removed. A new tree has been planted and surrounded by large stones. Residents reported the situation and BPC also had concerns. The situation was reported to PROW and they reported back a bridleway should not be tarmacked as it is dangerous for horses. The tarmacking and tree removal are being investigated and advised the Community Access and Engagement Officer; Emma Towers is also involved.

BINGLEY GINNEL (Footpath 14) – A meeting was held with the ginnel maintenance contractor to discuss the narrowing of the footpath, the depth and height of the hedge and overhang, removal of a dying conifer by the Bingley Arms carpark which concealed a handrail. The Contractor has supplied a quotation for all the work and removal of debris from site.

GRIT BINS – BPC was asked to follow up Blue grit bins within our area which are supplied by Ward Councillors. For information, below is the latest list of both Blue and Yellow bins.

WASTE BINS – Blue - funded through ward councillors

Albans Close (by ‘Approach’)

Congreve Way (near Meadow Close)

First Avenue (near A58)

Keswick Lane (next to lay by)

Spear Fir (near Blackmoor Lane)

Spear Fir (a little further down) - broken

Wayside Crescent (outside no 6)

WASTE BINS - Yellow - funded through LCC

Bingley Bank

Castle Close

Keswick Lane (Bank Top area)

Keswick View

Margaret Avenue - green!!

Spear Fir x (2) (near Spear Fir farm entrance)

e) Village Pond (MB)

A pair of moorhens have been recently sighted. GGS Groundcare have been instructed to undertake some clearing work.

f) Road crossing on A58 near Mill Lane (BH)

This item was updated in 2425/084(d)

g) Telephone Kiosk (LF)

Clerk to approach local glazer for quote.

h) Website (KO) – To consider and decide on the quote from Aubergine for £499.00 plus VAT

It was agreed to accept the quote from Aubergine and to split the Parish Council from the Bardsey Village Website. The future of the existing website to be resolved at the next meeting.

i) Bardsey Ginnel (GT, MW) – including considering and deciding on the quote from GGS Groundcare dated 4 November 2024 for works to remove overgrowth in the Ginnel. It was resolved for the clerk to approach PROW at LCC to request permission to do work on the ginnel.

2425/085 To receive an update on the following standing agenda items and agree any necessary action:

a) Park Field (MW)

Nothing to report.

b) Playground (MW)

Nothing to report other than tape is required to fix the rope on one of the playground items.

c) Sports Club (MB) – including an update on BPC bins and proposed bin store.

Recent fund raisers including a memorial cricket match and fireworks display have been successful. Future

events include Bongo Bingo on 30th November and Carols on 6th December. The AGM takes place on 1st December. GGS Groundcare to build bin store. The new contract for the bins will commence at the end of December.

- d) Bardsey Field (JJ)
Cllr Jackson circulated an EKWT newsletter to all councillors and the clerk at the meeting. Fence work is still in progress and tree work has not yet begun.
- e) Local Care Partnership Development (MB)
Clerk circulates regular email updates to all councillors.
- f) Bardsey cum Rigton Neighbourhood Plan (ES,DD,LF,MB)
A meeting with Cllr Stephenson is scheduled for 18th December at 2.30pm at Bardsey Village Hall.

2425/086 Planning matters

- a) To consider and decide upon the following applications:

Application Reference	Address	Proposal
24/06008/FU/NE	Windrush, 70 Blackmoor Lane.	Conversion of existing garage to habitable accommodation Decision: Neutral
24/06427/FU/NE	Fairlawns, 7 Church Lane.	Variation of condition 2 (Approved Plans) to previously approved Planning Application 24/04750/FU (Demolition of existing single storey side and rear extension, erection of single storey side and rear extension and a raised patio with steps, fenestration alteration to rear, replacement windows to rear, erection of a wall, and canopy porch to rear) to amend the approved drawing be updated from 2435-01 to 2435-01A showing the extended patio Decision: Neutral

- b) To note decisions made by LCC:
 - i. Approvals
24/05786 Southdene, 23 Church Lane 13/11/24
 - ii. Refusals
 - iii. Appeals
 - iv. Enforcements

2425/087 To review/adopt the following policies and procedures:

- a) Risk Assessment
The updated Risk Assessment was approved.
- b) Financial Orders
To be on the agenda for the next meeting.

2425/088 Matters requested by Councillors/Clerk:

- a) To consider the removal of the remaining tree debris on the side of Willan Wood bordering the footpath.
It was resolved to leave the tree debris as it has great biodiversity value. It was also resolved to speak to the tree inspector for advice regarding the management of fallen tree debris.

2425/089 To consider correspondence received and agree any necessary action

No correspondence received.

2425/090 To receive an update from Parish Councillors

Cllr Stentiford agreed to contact Bardsey Tree Services to discuss snow clearing arrangements for winter 2024/25.

2425/091 To notify the clerk of matters for inclusion on the agenda of the next meeting

2425/092 To confirm the date of the next Parish Council Meeting on 18th December 2024 at 7.00 pm in Bardsey Village Hall. The next Parish Council meeting was confirmed as 18th December 2024 at 7.00 pm in Bardsey Village Hall.



BARDSEY CUM RIGTON PARISH COUNCIL

Appendix 1

Schedule of Payments November 2024

Below is a list of payments to be approved:

Payee	Details	Amount
Zen Internet Ltd	Broadband Village Hall	42.00
GGG Groundcare	Concrete Steps and with handrail in Parks Field	1068.00
BK Growers	Shrubs	70.56
Biffa	Village Waste	81.00
North Yorkshire Council	11 x MS Business Basic Licences annual renewal	724.02
Clerk	Stationery	14.48
NEST	Pension	27.15
VA Forbes	Salary	898.16
HMRC	PAYE & NI	40.88

Appendix 2

Financial Report

Bank Reconciliation

Prepared by: Victoria Forbes, Responsible Finance Officer

Date prepared: 17th November 2024

Balance as per bank statements at 14th November 2024

BANK STATEMENTS		
Community Account as at 14 th November 2024	£62,422.28	
Business Premium Account as at 14 th November 2024	£18,349.40	
Total		£80,771.68
Closing balance as at 14 th November 2024		£80,771.68
CASH BOOK		
Opening balance as at 1st April 2024	£62,830.82	
Add receipts (Precept £42,400, Grants £4,350.50, Rent £605.00, unpresented cheque £10.00, Interest £136.48, VAT Refund £2,409.29)	£49,911.27	
		£112,742.09
Payments to date	£31,970.41	
Cash book closing balance as at 14 th November 2024		£80,771.68

Financial Update

The table below shows the Parish Councils expenditure to 14th November 2024 against the budget.

Budget Heading	2024-2025 Budget	2024 -2025 Current expenditure
Clerk Salary	12,500	7705.12
Clerks'/Cllrs' Expenses.	200	17.66
Gen. Admin.	300	135.00
Audit	550	390.00
Subscriptions/Membership	900	762.10
Playground	2000	243.00
Park Field	2000	3167.50
Grants	5000	
Asset Maintenance	1000	434.06
Waste Collection	1600	842.82
IT	1000	244.99
Flower tubs	220	67.20
Insurance	1550	1496.75
Grass Cutting	1300	975.00

Grounds Maintenance	5400	4265.00
Remedial work in village	2000	
Public Rights of Way project	3000	
WI FI	600	397.75
Village Meeting Place	5000	7195.00
Chair's Allowance	100	
Training	250	
Earmarked Reserves	13,500	
General Reserves	30,000	
Total		£28,338.95

Please note: The difference to the expenditure amount on the bank reconciliation is due to the VAT