

**Skipwith Parish Council Meeting Minutes on Monday, 8<sup>th</sup> January 2024 at 20:00 hours**

**Present:** Councillors Mike Ward (MW) Chairman, Andy Bushell (AB), Jonathan Radway (JR), and Councillor Elect Ian Hatton (IH)

<b>Item No.</b>	<b>Discussion</b>	<b>Action by</b>	<b>Due Date</b>
<b>062</b>	<b>To receive apologies and approve reasons for absence</b> Apologies were received from Councillors Jeremy Gerken, Karen Thompson, Kate Baxter and Parish Clerk Isobel Greatrex and reasons for absence were approved.		
<b>063</b>	<b>To welcome a new Parish Councillor</b> In the absence of the Parish Clerk, Councillor Elect Ian Hatton's appointment process could not be completed, but would be arranged before the next meeting. His participation in the business of today's meeting was in non-voting capacity.		
<b>064</b>	<b>Declarations of interest not already declared under the council's Code of Conduct or members Register of Disclosable Pecuniary Interests</b> As an allotment holder, MW confirmed a declaration of interest in agenda item 068.2.		
<b>065</b>	<b>Public Session</b> Two members of the public were present. They expressed an interest in speeding issues (agenda item 068.4) and grass-cutting arrangements outside North House Farm. MW explained recent changes to how the grassy area in question was maintained and the PC would continue to monitor it. MW will look into the matter of moles on the village green	MW	ASAP
<b>066</b>	<b>Minutes of the Parish Council Meeting held on 6<sup>th</sup> November 2023</b> were approved by members of the PC as a true and accurate record. JR proposed and AB seconded.		
<b>067</b>	<b>North Yorkshire Councillor Report</b> There was nothing for report today.		

<p><b>068</b> <b>068.1</b></p>	<p><b>Information on the following ongoing issues and to decide further action where necessary:</b></p> <p><b>Recreation Area</b></p> <p>It was noted that a small repair to the catch on the entrance gate was needed. Councillors thanked MW for the document previously circulated setting out the background and chronology of acquisition and planning for the site.</p> <p>A discussion took place in which it was agreed the usability of the area was low and ways should be identified to make it more attractive for recreation. AB observed this was an emotive subject and the villagers should have their voice heard before any further changes were made. It was agreed further discussion was required amongst members of the PC and the meeting decided to organise a workshop when it was hoped all councillors would attend to share their views and work up two or three options for the area, which could then be offered to villagers for comment/consultation. AB agreed to circulate dates for the workshop, the outcome of which would be presented to the next meeting, leading on to wider engagement with villagers.</p> <p>A discussion about the hedged perimeter to the recreation area identified the need to have a working party organised to tidy and clear the pathway beside it leading up towards the village hall. A date would be organised after the meeting by email (MW to discuss with IG).</p>	<p>AB</p> <p>MW &amp; IG</p>	<p>ASAP</p> <p>TBA</p>
<p><b>068.2</b></p>	<p><b>Allotments: water supply/availability/Review/trees</b></p> <p>JR informed the meeting he had not progressed the feasibility of a <b>water supply</b> pending the results of the consultation process which followed the review. He would now take the feasibility study forward.</p> <p><b>Availability</b> of allotments was discussed and MW explained how the waiting list was short (1 person at present). One tenant had given notice in December and another might decide to do so before long. AB suggested the allotments be publicised and residents told they could apply to join the waiting list. This was agreed and AB said he would devise and circulate a draft poster for the new notice board and wider distribution.</p> <p>Following the <b>Review</b> and decisions made at the last meeting the allotment garden tenants had been advised of the new rents for 2024 and had also been consulted on the draft revised tenancy agreement and draft Allotment Gardens Policy. JR had circulated a report to members prior to the meeting. No responses had been received on the consultation about the policy. He reported that 2 responses had been received on the consultation about the tenancy agreement. He read to the meeting all the comments which had been made by the responders and gave his opinion on them. All but 2 of the comments related to clauses which had been taken verbatim from the NALC's model agreement and JR did not recommend any change to the wording.</p> <p>Of the other 2 comments, one suggested the start of the tenancy year moved from January to April to coincide with the growing season and the other suggested a warning should always be given before a tenancy was terminated. JR thought there was no advantage in changing the tenancy year, either to tenants or the PC, and only one person had suggested it. As to</p>	<p>JR</p> <p>AB</p>	<p>By 4.3.24</p> <p>ASAP</p>

	<p>building in a right to a warning before terminating a tenancy, he said this would fetter the council's ability to act in circumstances where immediate termination was required for a serious breach of the tenancy agreement, and it (a warning process) was not contained in the model agreement. He emphasised the PC could always give a warning if appropriate.</p> <p>JR also reported a question had been raised about dogs being allowed onto the allotment gardens. He said the clause 7d allows the council to permit animals, so a request to bring domestic dogs to the allotment gardens would normally be granted. This provision gave the council control over animal access so, for example, unruly dogs could be excluded. He thought that unless there is any reason to suppose a domestic dog will cause problems on site, permission should normally be given to a tenant to bring their dog(s) to their garden.</p> <p>JR proposed the meeting should a) confirm the decision made at the last meeting to adopt the revised tenancy agreement immediately without any further modification; and b) confirm the decision made at the last meeting to adopt the Allotment Gardens Policy. The proposal was unanimously agreed, with rents to be paid on 30<sup>th</sup> June each year.</p> <p>Recently part of a <b>tree</b> on the allotment boundary had come down in the storm just before Christmas (yellow weather warnings had been issued). Phil Westoby had removed the trunk and removal of remaining branches was in hand. The councillors expressed thanks and much appreciation to Mr Westoby for assisting with this. MW observed that all other trees which survived the storm must be sound. A discussion took place about the desirability or otherwise of having a formal survey of the trees, and the cost of so doing. JR referred to the policy which stated there would be a tree inspection from time to time and he thought now was a good time to organise one. It was agreed to get quotes from 2 contractors for such work. JR will make contact with them and report to the next meeting.</p>	JR	By 4.3.24
<b>068.3</b>	<p><b>New Notice Board</b></p> <p>This had been erected and was now in use. Favourable comment had been heard. The clerk could place community notices on it as well as agendas and minutes.</p> <p>The PC wished to thank Phil Westoby for disposing of the old notice board.</p>		
<b>068.4</b>	<p><b>Speeding</b></p> <p>A meeting between Councillor Gerken and an official was scheduled for 18<sup>th</sup> January 2024 in the village. Cheryl Westoby said she would also attend. JK was asked to email the members afterwards with details of what had been agreed.</p>	JK	25.1.24
<b>068.5</b>	<p><b>Village Pond Clearance/Scarrow Green</b></p> <p>MR reported York Landscapes had quoted £528 for clearing the area by the <b>Scarrow Green</b> pond. After discussion this was unanimously authorised. Looking ahead it was thought an annual working party should be convened to clear the area rather</p>	KB	

	than employ contractors for it, in the same way the pond on the green was maintained. Councillor Baxter (in her absence) was asked to refix the village pond clearance, on a date before the end of March if possible.		On her return
<b>068.6</b>	<b>PC Website</b> AB and IG to discuss further what was required and report to the next meeting	AB & IG	By 4.3.24
<b>068.7</b>	<b>Round Up Editorial /Facebook</b> It was agreed there was nothing to publish in the forthcoming issue of Round Up.		
<b>069</b>	<b>Planning</b> There was nothing to report.		
<b>070</b>	<b>Matters Requested by Councillors</b> None.		
<b>071</b>	<b>Financial Matters</b>		
<b>071.1</b>	<u>The following accounts for payment were approved:</u>		
<b>071.1.1</b>	YLCA – allotments webinar - £25.00		
<b>071.1.2</b>	Skipwith PCC donation - £550.00		
<b>071.1.3</b>	Parish Council Notice Board Company - £1,629.00		
<b>071.1.4</b>	Parish Clerk – purchase of magnets for noticeboard - £20.97		
<b>071.1.5</b>	Skipwith Village Hall hire - £84.00		
<b>071.2</b>	<u>Account Maintenance</u> AB shall be the new signatory for the Skipton Building Society account.		
<b>071.3</b>	<u>HMRC payment</u> MW reported a cheque to HMRC for £186 had not been received by them and they had demanded payment. To expedite matters as no second signatory was available, he had sent HMRC £170 from his own account. It was agreed (JR proposing and AB seconding) to approve repayment to MW of £170.		
<b>072</b>	<b>Correspondence</b>		
<b>072.1</b>	A request had been received from the Skipwith and North Duffield Over 60s Club for a donation. In the absence of the Parish Clerk this was adjourned to the next meeting.		
<b>072.2</b>	The YLCA training programme was noted. New login and passwords had been received for the website.		

073	<b>Matters for Inclusion on the Agenda for the Next Meeting</b> <ul style="list-style-type: none"> <li>• Recreation Area</li> <li>• Allotments: Water feasibility and tree survey proposals</li> <li>• PC website</li> <li>• Speeding</li> <li>• Village Pond/Scarrow Green clearances</li> <li>• Donation request from Over 60's Club</li> <li>• Items for Round Up and Facebook</li> </ul>		
	Meeting closed at 21:25 hours. <b>The next PC meeting will be on Monday, 4<sup>th</sup> March 2024 at 20:00 hours.</b>		