

Minutes of the Annual Meeting of Thornton Steward Parish Meeting 25th May 2017

Present: see separate list

Apologies: C. B and Councillor Ormston

Matters arising: Previous minutes circulated and no matters arising from the 2016 Annual Meeting.

Meeting agenda:

Finance:

1. An updated **Financial Risk Assessment** was circulated and approved. The chair explained that after obtaining 3 insurance quotes the Parish Meeting is now insured directly with Zurich Municipal as Richmondshire District Council is no longer operating a small local council insurance scheme. This has resulted in revised amounts of insurance cover and a small rise in the premium.
2. The **accounts for 2016-2017** have been internally audited by Rachel Simpson and will be on display on the village noticeboard from 5th June to 4th July. Funds are just within the government maximum i.e. £4,400 - twice the precept. A further £150 compensatory payment, received for lorry damage to the grass, has been set aside from the main income. Again, less was spent on grass cutting (£1410) than the quote. Recent tree management costs of approximately £2,200 will be accounted for in 2017-2018. The Annual Return for 31st March 2017 was checked and signed.

Explanation of variances: In the light of revised accounting guidelines the asset register has been reviewed and updated. This has resulted in a variance of £7338, mainly due to the incorrect inclusion of the granite setts. The chair has confirmed with North Yorkshire County Council Highways that they are the owners of the setts not the Parish meeting. Items classed as community assets e.g. the village pump, village green, and common land *or* items acquired through grant support e.g. 2 seats outside the institute, *or* through donations e.g. the defibrillator, are valued at £1. **Action** - MA will provide a written explanation of this variance for the finance clerk (JB) to submit with the Annual Return.

Summary of Parish Meeting business since the last Annual Meeting: MA summarised items – see attached appendix.

Election of chairperson and clerks:

MA informed the meeting that she did not wish to stand for re-election to either the role of chairperson or clerk. JB informed the meeting that he did not wish to stand for re-election as finance clerk. No nominations had been received prior to the meeting and none were forthcoming at the meeting.

MA explained the guidance she had received from the Yorkshire Local Councils' Association regarding election of a chairperson i.e. they deemed it necessary to have an elected chair for Thornton Steward Parish Meeting to continue as an active meeting. In the meantime, a meeting could be called by at least 6 electors and a meeting could be chaired by the District Councillor.

Action: MA to consult Richard Ormston, District Councillor, as he may be aware of other Parish Meetings in a similar position and could seek advice.

Finance – interim measures:

JW proposed and GW seconded that MA and JB continue as counter-signatories for necessary cheques and banking income.

A vote of thanks was expressed for the work done by MA and JB during their roles as clerk/chair and finance clerk. Meeting closed.

Appendix 1 - Summary of business of the Thornton Steward Parish Meeting 31.05.17 to 25.5.17

Defibrillator

Direction sign from Telephone kiosk

Defib cabinet and AED owned by Parish Meeting – included in asset register

Weekly checks carried out by guardian (M A) /deputy (JW) and record kept

Village Pound update:

Management plan suggested by chair but no action taken – chair has been taking periodic photos

Easement for water supply across the village green – to new property next to Daleside

Easement has been granted and the compensatory payment will have to be kept ring-fenced for capital expenditure

Planning applications considered by the PM:

The Manse, Thornton Steward - granted

Goose Park – Certificate of lawfulness re. agricultural occupancy – granted

Primrose Cottage – garage demolition & extension - granted

Southview Cottage – demolition work, extension & new dwelling – initial plans and revised plans considered. Next step - site meeting between neighbours, ward member, applicant and agent. Engineer's plans now available to view re. supporting boundary walls.

Holmebarn – conversion of garage to accommodation – decision outstanding

Tree Management

Sub-committee developed a management plan from the tree inspection report which was finalised at the meeting of the PM on 17.11.16. Quotes were obtained from 3 contractors and Olivers' were engaged to carry out the works. Permission was obtained from RDC. Work was completed in May '17. Chippings need to be laid round smaller trees by volunteers to protect them from strimmer damage.

Village Pump Restoration Project:

No appetite for the project at the moment. Could be revisited in the future.

Quoit covers:

R C has indicated he would make new ones.

BT consultation on removal of payphones

PM informed by RDC that Thornton Steward payphone would remain

Grass cutting contract for 2017 – Farm & Land Services re-engaged

Precept agreed to remain at £2,200

Seats - A R has checked and oiled the seats on the village green (x3) – April/May 2017 - thanked

Chairperson's role and clerk's role advertised on village website, village noticeboard and to every household in the parish (Nov. 2016).