

ARKENDALE, CONEYTHORPE & CLARETON PARISH COUNCIL

MINUTES OF A MEETING IN ARKENDALE PARISH CHURCH, WEDNESDAY MARCH 26th 2008 @ 7.30 p.m.

Present: T. Braithwaite (Chair)

P. Topham

S. Shipman

A. Cuthbert

P. Houseman

Peter Thorndyke (Clerk / Financial Officer to the Council)

There was one member of the public in attendance and J. Watson our County Councillor joined the meeting.

1. APOLOGIES FOR ABSENCE

None

2. MINUTES OF PREVIOUS MEETING

The Minutes of the meetings held on Tuesday January 29th 2008, as previously circulated, were approved unanimously and duly signed by the Chairman.

3. CORRESPONDENCE

3.1 Letter and documentation about the Parish Council election and Claro ward election from HBC

3.2 A leaflet about overview and scrutiny from NYCC

3.3 A winter maintenance review from NYCC

3.4 A review of contaminated land for the Harrogate district from HBC

3.5 A survey of facilities and services from HBC

3.6 A letter about the annual spring clean from HBC (decision and date required).

3.7 Two letters about the appointment of external auditors from the Audit Commission.

3.8 A letter about Rights of Way from NYCC

3.9 A letter about Minerals and Waste Core Strategies from NYCC

3.10 A letter about a transportation strategy for the Boroughbridge area from NYCC (July workshop)

3.11 A letter offering grass-cutting services from S&J Services of Tadcaster.

3.12 A letter and poster about 'Wheels to Work'

3.13 A letter about transportation strategy in the area from J. Watson.

These documents would be circulated around the parish councillors following the meeting.

4. FINANCE

The Parish Councillors unanimously approved the following cheque payments:

A cheque for £535.34 (dated 31.03.08) to P. Thorndyke being the half-year salary to 31.3.08 for the parish clerk.

A cheque for £70 to St Bartholomew's Church, Arkendale being the fee for using the church for parish council meetings

5. PLANNING MATTERS

It was noted that a planning decision from HBC had been received re Mrs K. Cole's application to convert a barn to form one dwelling at Clareton Barn. It had been rejected.

6. POLICE MATTERS (SPEEDING ETC.) (INCLUDING PROPOSAL FOR TRAFFIC CALMING MEASURES)

PTh reported that he had heard nothing about the grant application, submitted last November, for traffic calming measures on the Arkendale – Ferrensby road. Discussion took place about the possibility of a mobile flashing sign being positioned on that road for (say) 3 weeks, on three to four occasions per year. This had been proposed at a 'Transportation Strategy' meeting that J. Watson had attended recently. It was decided that the PC would welcome it.

PTh was asked to invite the leaders of the village Neighbourhood Watch scheme to attend the village assembly meeting scheduled for May 14th.

ACTION: PTh

7. FLY TIPPING, VANDALISM, VILLAGE MAINTENANCE

It was noted that fly tipping was still a problem at the eastern end of Bluebell Woods just outside Arkendale. It was agreed that there should be a village clean – up in Arkendale on the third weekend in April, (i.e. the 19th/20th), subject to HBC being able to provide equipment for those days. PTh was asked to arrange and publicize via the notice board and e-mail. PTo reported that the village green at Coneythorpe appeared to be sinking. He had phoned HBC Estates about the matter but had not yet had a reply. PTh was asked to pursue the matter.

ACTION: PTh

8. REVIEW OF THE EFFECTIVENESS OF THE PARISH COUNCIL'S CONTROL OF ACCOUNTING RECORDS AND CONTROL SYSTEMS, AND ASSESSMENT OF RISKS FACING THE COUNCIL.

PTh explained that this was a relatively new requirement in that he and the Chairman had to sign the financial papers each year which included a statement that the Parish Council had reviewed their control of the accounting records and control systems, and assessed the risks facing the council. Following discussions it was agreed that the systems being operated were adequate and those potential risks were being properly monitored and controlled.

9. RESOLUTION REQUIRED BY HSBC TO AMEND BANK MANDATE - TO BE CONSIDERED AT THE MEETING

It was necessary to update the bank mandate to include new Parish Councillors. Accordingly PTh produced the required form from HSBC that required the signatures and addresses of each parish councillor. In addition HSBC required the Parish Council to pass the following resolutions:

1. That a bank account or accounts be continued with HSBC Bank plc (the 'Bank') and the bank is authorised to:
 - a) Pay all cheques and other instructions for payment or accept instructions to stop such payments signed on behalf of the Parish Council by any two of the listed signatories (the 'signatory') whether any account of the Parish Council is in debit or credit.
 - b) Deliver any item held on behalf of the Parish Council by the Bank in safe keeping against the written receipt of the signatory; and
 - c) Accept the signatory as fully empowered to act on behalf of the Parish Council in any transaction with the Bank (including closing any account(s))
2. That any debt incurred to the Bank under this mandate shall, in the absence of written agreement by the Bank to the contrary, be repayable in full on demand.
3. That the Financial Officer from time to time is authorised to supply the Bank as and when necessary with lists of persons who are authorised to sign, give receipts and act on behalf of the Parish Council and that the Bank may rely upon such lists.
4. That these resolutions remain in force until cancelled by notice in writing to the Bank, signed by the Chair Person or the Financial Officer from time to time acting or claiming to act on behalf of the Parish Council and the Bank shall be entitled to act on such notice whether the resolutions have been validly cancelled or not.

The above resolutions were passed unanimously.

In view of the pending elections it was agreed that PTh would not action putting the new signatories on the mandate until the composition of the new council was known.

10. ARKENDALE WEB SITE

TB confirmed that Sean Jones did not wish to maintain the website any longer but would be happy to assist someone else to take over. AB said that she would further investigate the possibility of paying for a web site via a contact of hers.

ACTION: AB

11. THE MAR

TB reported that it was the intention that the army cadets would return to further clean up the Mar on July 27th. It was hoped that more parishioners would be available on that day to assist, and PTh was asked to circulate that information.

A student had written to TB asking if she could look at the Greater Crested Newts around the Mar, as part of her PhD project. She was fully licensed. PTh was asked to write to her and say that the PC had no objections, however, since the Mar was public land she did not, in fact, need permission.

ACTION: PTh

12.PARISH COUNCIL ELECTIONS

PTh passed out the nomination papers; the candidates guide and a copy of the relevant electoral register to each of the current councillors. TB declared that he would not be standing, and was therefore resigning as chairman. The other councillors expressed their disappointment and thanked him for his efforts over the previous three years.

13.ARRANGEMENTS FOR VILLAGE ASSEMBLY AND AGM - WEDNESDAY 14th MAY

Despite his resignation from the Parish Council, TB agreed to give the annual report at the forthcoming village assembly. PTh was asked to arrange for the local policeman to attend for at least part of that meeting.

ACTION: PTh

14. DATE OF NEXT MEETING.

There being no further business the chairman declared the meeting closed at 9.05pm.
The dates for meetings are Wednesday 14th May 2008 (AGM and Village Assembly), July 16th, September 24th, November 19th, January 28th, March 25th and May 27th (Village Assembly and AGM).

.....(Signed) Chairman