

Arkendale, Coneythorpe & Claretton  
Parish Council

**Minutes of the Annual Meeting of the Parish Council held on Tuesday 18<sup>th</sup> August 2020  
in the Community Hall, Arkendale**

**Present:** Cllr J West (Chair), Cllr K Mullen, Cllr M Robertshaw, Cllr P Houseman

**In Attendance:** Emma Barker (Clerk)  
3 members of the Public

**A.2020.01 Election of Chairman to serve for the year 2020/21**

Cllr J West was re-elected

**A.2020.02 Election of Vice-Chairman to serve for the year 2020/21**

Cllr K Mullen was re-elected

**A.2020.03 Apologies for Absence**

Cllr O Quarmby – due to COVID-19

**A.2020.04 Declarations of Interest**

None

**A.2020.05 Minutes of the Previous Meeting**

The minutes of the last Annual Meeting of the Parish held on Wednesday 15<sup>th</sup> May 2019 were approved as a correct record and signed by the chairman.

**A.2020.06 Chairman's Report**

Cllr J West deferred his report to the Annual Parish Meeting

**A.2020.07 Appointment of Representatives**

The following representatives were appointed for the year 2020/21:

- YLCA – E Barker
- AWRP Liaison Committee – P Topham
- AWRP Community Fund – Cllr O Quarmby
- HBC Planning Applications – Cllr O Quarmby
- HBC Planning Meetings – Cllr J West
- Police Liaison – Cllr M Robertshaw
- Highways – Cllr M Robertshaw
- Countryside Matters and Footpaths – Cllr P Houseman
- Governance – Cllr K Mullen

**A.2020.08 To adopt the latest version of the Standing Orders and approve the Reserves Policy for 2020/21**

The Parish Council reviewed the Standing Orders and the revised Reserves Policy and both were agreed.

**A.2020.09 To received and note the Internal Audit Statement for the year ending 31<sup>st</sup> March 2020**

Internal Audit Statement has not yet been received back from the auditor.

**A.2020.10 Annual Governance Statement**

The Annual Governance Statement for the year 2019/20 was completed and signed by the Chairman.

**A.2020.11 Statement of Accounts**

The Parish Council agreed the Statement of Accounts for the year 2019/20

**A.2020.12**

**Schedule of Meetings**

**The schedule of meetings for the year 2020/21 is agreed as follows:**

Tuesday 17<sup>th</sup> November 2020 – Arkendale Community Hall

Tuesday 19<sup>th</sup> January 2021 – Arkendale Community Hall

Tuesday 23<sup>rd</sup> March 2021 – The Tiger Inn, Coneythorpe

Tuesday 18<sup>th</sup> May 2021 – Arkendale Community Hall

**A.2020.13**

**Date and Time of Next Meeting**

The next Annual Meeting of the Parish Council will be held on Tuesday 18<sup>th</sup> May 2021 in the Arkendale Community Hall at 7:30pm

Signed ..... Dated .....

Arkendale, Coneythorpe & Clareton  
Parish Council

**Minutes of the Ordinary Parish Council Meeting held on Tuesday 18<sup>th</sup> August 2020 in  
the Community Hall, Arkendale**

**Present:** Cllr J West (Chair), Cllr K Mullen, Cllr M Robertshaw, Cllr P Houseman

**In Attendance:** Emma Barker (Clerk)  
3 members of the Public

**2020.70** **Apologies for absence** – Cllr O Quarmby (due to COVID-19)

**2020.71** **Declarations of Interest** – None

**2020.72** **Public Participation** – Cllr J West welcomed members of the public

**2020.73** **Minutes of the Previous Meeting**

The minutes of the meeting held on Tuesday 21<sup>st</sup> January 2020 were approved as a correct record and signed by the Chairman.

**2020.74** **Reports from County and Borough Councillors**

Cllr Metcalfe and Cllr Windass sent their apologies

**2020.75** **Finance Report**

The following payments/receipts were approved:

1. Payment of £240.00 – PFK Accountants
2. Payment of £500.00 – The Mar transfer
3. Payment of £84.64 – Clerks salary (Jan)
4. Payment of £20.00 – Community Hall
5. Payment of £64.55 – Christmas lights misc.
6. Payment of £84.64 – Clerks salary (Feb)
7. Payment of £133.00 – YLCA Membership
8. Payment of £41.46 – Autela Payroll (Jan-Mar)
9. Payment of £84.64 – Clerks salary (March)
10. Payment of £63.60 – Income Tax
11. Payment of £84.64 – Clerks salary (April)
12. Payment of £84.64 – Clerks salary (June)
13. Payment of £63.40 – Income Tax
14. **Receipt** of £1450.00 – Precept 1
15. Payment of £40.00 – ICO Subscription
16. **Receipt** of £0.61 - Interest
17. Payment of £64.01 – Autela Payroll (Apr-June)
18. Payment of £257.60 – Zurich insurance
19. Payment of £ 84.64 – Clerks salary (July)
20. Payment of £252.00 - DTMS

The clerk presented the latest accounts to the Parish Council.

Cllr Mullen provided an overview of the current position in relation to budget and spend.

**2020.76** **Planning Report**

Matters arising from previous minutes – None

Decisions

- Application 6.78.94.G.FUL 20/00549/FUL – Change of use of cattle feed store (agricultural) to laundry for holiday accommodation (sui generis). Vintage Croft, Ferrensby, HG5 0QA.  
Permission granted subject to conditions.

#### Applications

- Application 6.78.67.N.LB 20/01978/LB – Removal of cement render from grade II listed Dovecote, retention as exposed brickwork walling. Pond House Farm, Arkendale, HG5 0RG.
- Application 6.78.67.O.LB 20/02073/LB – Installation of cast iron rainwater goods to the Dovecote. Pond House Farm, Arkendale, HG5 0RG.

#### Appeals

- Appeal APP/E2734/D/20/3250508 – Erection of garage and 2 stone walls between existing hedge and entrance gate. Vintage Croft, Ferrensby, HG5 0QA.

Applications received since the publication of the agenda and prior to the meeting – None

**2020.77**

#### **Highways**

Matters arising from previous minutes – None

Marton Lane - Cllr Robertshaw advised this is now resolved.

Holgate Bridge - Cllr Robertshaw advised that there is equipment still to be collected and a damaged fence which needs repairing. Cllr Robertshaw is chasing Area 6 to resolve.

Traffic Calming – To be discussed on agenda item 2020.85.

**2020.78**

#### **Countryside Matters and Fly Tipping**

Cllr Houseman reported two fly tipping incidents which he resolved. He also advised that another fly tipping incident involving some furniture and a fridge in Arkendale was reported to him today which he will investigate and resolve as soon as possible.

**2020.79**

#### **Village Reports**

##### **Arkendale**

- Community Hall  
Report deferred to the Annual Parish Meeting

##### **Coneythorpe and Clareton**

- Clareton village sign – Cllr West advised the final proposal is now with area 6
- Defibrillator for Coneythorpe – Cllr West advised we are waiting for receive £1000 from NYCC
- Potholes – Cllr West is chasing HBC

**2020.80**

#### **Correspondence Received**

Email received from David Cox since the agenda had been published concerning speeding, local loud cars and farm traffic. Cllr West advised that speeding will be discussed on agenda item 2020.85, however the other concerns will need to be carried onto the next agenda.

**2020.81**

#### **Public Consultation**

Currently on hold due to COVID-19

**2020.82**

#### **Funding Opportunities**

Currently on hold due to COVID-19

**2020.83**

#### **Arkendale.gov.uk**

To be carried onto next agenda

**2020.84**

#### **AWRP Update**

No update

**2020.85**

#### **Speeding Through Villages**

Cllr West advised that a speed survey has been completed at two locations in Arkendale and one location in Coneythorpe. The cost of this was £110 + VAT per location for seven days. The results have been received

and it has been found that neither villages have a speeding problem. Cllr West and Cllr Quarmby will be following this up.

**2020.86**

**HGV Limits**

To be carried onto next agenda

**2020.87**

**Matters for Inclusion on the Next Agenda**

Bins for dog waste – Cllr Mullen agreed to follow up

Local loud vehicles – David Cox

Farm Traffic – David Cox

**2020.88**

**Date and Time of Next Meeting**

The next meeting of the Parish Council is scheduled to be held on Tuesday 17<sup>th</sup> November 2020 in the Arkendale Community Hall at 7:30pm

Signed ..... Dated .....

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Parish Council

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**P.2020.01 Apologies for Absence**

Cllr O Quarmby – due to COVID-19

**P.2020.02 Minutes of the Previous Meeting**

The minutes of the last Annual Parish Meeting held on Wednesday 15<sup>th</sup> May 2019 were approved as a correct record and signed by the chairman.

**P.2020.03 Annual Report of the Parish Council**

- Chairman's Report

Cllr West gave his apologies as he had not yet had the opportunity to prepare his report.

- Finance Report

Cllr Mullen provided an overview of the financial position in relation to spend and budget for 2019/20 and provided a summary of the considerations for 2020/21.

**P.2020.04 Questions and Comments Arising from Agenda Item 3**

None

**P.2020.05 Reports from Other Community Groups**

Community Hall – G Holman advised that this is one of the first events they have held since all bookings were suspended in March. They have carried out various risk assessments and agreed on a cautious re-opening scheme, with appropriate procedures for cleaning and safety of attendees and their volunteers. He reported that they have had a successful year with many bookings including keep fit, local community groups, business meetings, parties etc. They have had the floor and exterior of the building re-varnished, LED lighting installed in the main hall and a light pole erected in the carpark. They are now looking to renew the stage lighting and extend the LED lighting to other areas of the building. A government grant has been received for hall operations due to the COVID-19.

Neighbourhood Watch – advised that they are continuing to function effectively via an e-mail group. Fortunately, there have been no significant events to report but advised that we must continue to look out for our neighbours.

Coneythorpe and Clareton Village Association (CCVA) – advised that their activities this year have been limited to do COVID-19, however they still hope to have a Village Christmas Event if circumstances permit.

**P.2020.06 Any other Items to be Raised by any Elector**

Cllr J West praised Gavin Holman for his excellent and very helpful communication to the community through his newsletters, these were especially invaluable and appreciated during the COVID-19 lockdown.

The Parish Council also gave thanks to the residents of Arkendale and Coneythorpe for maintaining the village greens in the absence of HBC during the COVID-19 lockdown.

**P.2020.07**

**Date and Time of Next Meeting**

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