

LITTLE RIBSTON PARISH COUNCIL

The Minutes of the Little Ribston Parish Council Annual General Meeting, followed by the Minutes of the Ordinary meeting.

Held on Tuesday May 26th 2022 at 6.30pm

PRESENT: Cllr R. Sullivan, Cllr J. Steele, Cllr. G. Spencer, Cllr. J. Dent, Cllr. A. Paraskos

IN ATTENDANCE: Melanie Spencer (Clerk and RFO), 2 parishioners

2113 Election of Chairman

i) Cllr. Sullivan was proposed for the role of Chair by Cllr. Dent, seconded by Cllr. Steele.

Cllr. Dent was proposed for Vice-Chair by Cllr. Sullivan, seconded by Cllr. Steele

Resolved: to approve and note the election of Cllr. R. Sullivan as Chairman and Cllr. J. Dent Vice-chair to Little Ribston Parish Council

ii) Declaration of acceptance of office

Resolved: To note the declaration of acceptance of office form was made and signed by all Councillors, the Chair and Vice-chair

Chairman's review of the year

The Parish Council 2021-2022

The Chairman would like to thank the Clerk for her hard work and determination in successfully securing a grant for a wildflower and bulb verge down to Crimple Bridge and for also helping the cricket club to secure funds of over £5000 for the cricket pavilion and grounds. Hopefully this will encourage Ribstonians to enjoy leisurely Saturday afternoons watching or playing cricket once again. The village wildflower verge at the Knaresborough end of the village has had a positive impact on the village. We have received many positive remarks about the successful wildflowers verge which was funded, planted and watered by members of the Council and a number of parishioners.

The Parish Council produced and delivered a flyer which encouraged residents to park on the road not the pavement, pick up after their pets and cut back overhanging shrubs for the benefit of pedestrians.

The Council arranged for a new sign to be erected at South park to replace the damaged one, a streetlight to be repaired and has chased highways unsuccessfully about a new pavement across a village verge, a barrier to protect the children waiting for the school bus and the repair of dangerous pavements.

The Council have tried to reduce the amount of cars parking on the footpath by erecting a number of no parking signs and reminding residents to park on the road.

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This year we hope to develop the wildlife areas, create a welcome pack for new residents, develop links with the Cricket club and continue to tackle speeding and parking issues.

2114 APOLOGIES

None

2115 DECLARATION OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS

TO RECEIVE DISCLOSURES BY MEMBERS OF ANY DISCLOSABLE PECUNIARY INTERESTS FOR THE PURPOSES OF SECTION 31 OF THE LOCALISM ACT 2011 AND ANY OTHER RELEVANT INTERESTS UNDER THE MEMBERS' CODE OF CONDUCT

Resolved: To note that no interests were declared and no dispensations were requested.

2116 To approve the minutes of the meeting held on January 11th, February and March 11th 2022 as a true and accurate record.

Resolved: To confirm and approve the minutes of the meeting held in January, February and March 2022 as true and accurate records.

2117

i) To approve emergency powers for the RFO during periods or meetings that are not quorate

Issues regarding invoices and payments were discussed, along with the possibility of the Council having a debit card to reduce the need for Councillors and the clerk to be reimbursed when using their own accounts to purchase items for the Council.

Resolved: To confirm and approve emergency powers for the RFO to pay invoices already budgeted for and new invoices up to and including £150 only when the Council is not able to meet or is not quorate for two consecutive meetings and to action the Clerk to apply for a Council debit card.

ii) To note previous payments

YLCA invoice £125

Insurance premium £161

Mr Shuffles deposit £60

Marquee deposit £50

Gary Marsden – wildflower and bulb verge preparation £385 (grant)

Village hall hire £72 and £24

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iii) Invoices for approval

Reimburse Clerk for jubilee coins £238.90

Extra Hours for Clerk - Electoral duties £37.20, legal advice and flyers £40, grant application work £60.00

Website design and build (grant) £600

Website – documents upload (grant) £ 780

Xclusive party tents Marquee Balance £180

Selfie frame and props £35

Mr Shuffles balance £155

£300 petty cash to pay jubilee band £200 and choir £100

Approve Clerk to purchase Raffle tickets £10

Ink £21

Hosting and domain name for website.

Resolved: To note the invoices received and paid and approve the payment of all outstanding invoices and the reimbursement of the clerk for raffle tickets and selfie frame.

2118 To conduct internal checks and approve bank reconciliation

Resolved: To note that the receipts and payment were checked, and that the bank reconciliation statement at March 31st 2022 is correct and approved.

2119

i) Annual Governance and Accountability Return (AGAR) 2021/2022

Resolved that Little Ribston Parish Council is exempt from external audit for the year 2020/2021 as its annual turnover does not exceed £25,000

ii) To note the Annual Internal Audit Report 2021/22

Resolved: To approve the appointment of internal auditor and to note the Annual Internal Report has not been received from the auditor

2120 To approve Section 1 – the Annual Governance Statement 2021/22 for Little Ribston Parish Council

Resolved that Little Ribston Parish Council approve section 1 of the Annual Governance Statement 2021/22 for Little Ribston Parish Council on page 5 the AGAR 2021/22

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2121 To approve Section 2- Accounting statements for Little Ribston Parish Council on page 6 of AGAR 2021/22

Resolved that Little Ribston Parish Council approve Section 2- Accounting statements for Little Ribston Parish Council on page 6 of AGAR 2021/22

2122 To approve the publication of documents required by the Accounts and Audit Regulations 2015 and the Transparency Code for Smaller Authorities

Resolved that in accordance with the Accounts and Audit Regulations 2015 and the Transparency Code for Smaller Authorities Little Ribston Parish Council will publish the following documents on a public website:

Certificate of exemption

Annual Internal Audit 2021/22

Section 1 of AGAR 2021/2022

Section 2 of AGAR 2021/2022

Analysis of variances

Bank reconciliation to March 31st 2022

Notice of the period for the exercise of public rights and other information required by regulation 15.

2123 Planning Notices

NA

2124 website

Website hosting and domain name was considered

Resolved: to action the clerk to pay for the website domain Littleribston.org and to pay for dedicated hosting services.

2125 Jubilee preparations

Resolved: to note that the jubilee preparations were underway and all invoices have been approved or paid

2126 To consider questions from members of the public.

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A parishioner enquired about the bench to be purchased in remembrance of E.Daybell.

Resolved: To note that the bench was now ready for collection, the Parish Council would pay invoice less a contribution of £100, which has been kindly donated by Mr and Mrs Bell. The Village Hall committee would be responsible for siting the bench.

2126 To consider and note correspondence received and decide action where necessary

i) Harrogate Borough Council new code of conduct

Resolved: To note that the Parish Council would remain with the existing Code of Conduct, all Councillors have been issued with a copy via email

ii) A parishioner's complaint about Parish Council procedures.

The parishioner was reassured that the Council had taken legal advice regarding invoices and had followed that advice during the period of time that the Council was not quorate.

iii) A parishioner had asked if the Parish Council could pay for a pavement to be created on a verge and if the stone signs could be cleaned.

The council discussed the cost implication for creating a pavement which is £3000 per metre and decided it would be too expensive for the Parish to fund, however speed signs were discussed as a possibility, the cost of speed surveys and speed signs were considered. It was agreed to put speeding on the next agenda. Cllr. Paraskos would chase highways regarding dangerous footpaths and kerbs, the clerk would forward on details to Cllr. A. Paraskos.

It was agreed by the Council that it would be more in keeping with the village if the stone signs were allowed to weather naturally rather than clean them annually.

2127 To note items for the next agenda

Resolved: To note the following agenda items -

Parking on verges

Speeding

2128 To approve and note the date for the next meeting.

Resolved: To note and approve Thursday July 21st 2021 at 7pm in the Village Hall as the date for the next meeting

Meeting closed at 8.10pm