

Little Smeaton Parish Council

Little Smeaton Parish Council Meeting November 17th 2021

MINUTES

Present – Cllr G Ivey (Chair), Cllr R Brown (Clerk), Cllr C. Atkinson (Vice Chair), Cllr A. Hancock, Cllr J. Howdle

1. Apologies

None.

2. Declarations of interest.

Councillor Hancock declared a non-pecuniary interest in agenda item 16, drainage on New Road.

3. Minutes from previous meeting

The minutes of the meetings held on 15th September 2021 and the 28th October 2021, were signed as a true and correct record. Proposed by Councillor Atkinson, seconded by Councillor Howdle.

4. Public Forum. Questions and concerns raised by the public.

No members of the public were in attendance.

5. Financial Matters

5.1. Bank Reconciliations, as at 1st November 2021. The two reconciliation reports, one that has been reconciled to the Income and Expenditure Report and one to the Bank Statement have been prepared and checked. The meeting received confirmation from Councillor Hancock that these were true and correct.

5.2 Internal Control Audit as at 1st November 2021. Councillor Hancock reported to the meeting that the internal controls are being complied with. Only one small error found was an amount had been written with a mistake of one penny.

5.3 Income and Expenditure Finance sheets as at 1st November 2021. The current finance sheet as at 1st November 2021, was signed as a true and correct record. Proposed by Councillor Atkinson and Seconded by Councillor Howdle.

5.4 The Budget and Anticipated Income and Expenditure reports as at 1st November 2021. The spreadsheets were accepted as an accurate reflection of the current situation. The correct budget position for line D Grounds Maintenance was noted. This had been incorrectly reported to meeting on 28th October 2021. Correct amount £383 remaining.

5.5 VAT spreadsheet as at 1st November 2021. The spreadsheet was accepted as an accurate reflection of the current position.

5.6 Contractual Payments List was signed by the Chair.

5.7 Future payment of:

- £455.18 to Wicksteed Ltd for Rope Causeway, Budget line I £1669.55, £1290.59 remaining. Budget and spend agreed at meeting on 15th September 2021
- £780.00 to DCM surfaces for resurfacing of the playground, Budget line I £1669.55, £1290.59 remaining. Budget and spend agreed at meeting on 15th September 2021
- £86.40 to Play Safety at ROSPA for playground inspection, Budget line H £90.00. Budget and spend agreed at meeting on 15th September 2021.

Approval proposed by Councillor Howdle and Seconded by Councillor Atkinson.

5.8 Future budget, spend and payment of:

- £122.40 to Wix for website hosting. Budget line M (Web Site) £158.28 (£35.88 remaining)
- £35.88 to Wix for registering and hosting our domain name, Budget line M (Web Site) £158.28 (nil remaining)
- Up to £40.00 for Antivirus software, Budget line M (Web Site) £158.28 Shortfall of £40.00
- £64.50 to JRB Enterprise Ltd for 2 x Dog Poop Bags, Budget line K (Dog poop dispensers and bags) £168.90, £36.30 remaining Shortfall of £28.20
- £46.17 to Chris Smart, for Defibrillator pads, Budget line W (Defibrillator) £70.
- £110.00 to Carl's Property Services for repositioning of the parking posts Budget line E (Property Maintenance) £3326.40,
- £15.00 to YLCA for training Budget line
- Up to £50 for a thank you present for the donated Christmas Tree, Budget line F (Christmas decorations) £1020. £422.17 remaining.

Approval proposed by Councillor Ivey and seconded by Councillor Howdle

5.9 Approval of the allocation of:

- £40.00 to budget line S (Web Site) from the excess carry forward. (Carry forward £6394.63, expected to be £5,000.00. £600.00 transferred following May 4th meeting, a further £400 following the July 15th meeting and a further £121.86 following the September 15th meeting leaving £272.77 excess.)
- £28.20 to budget line K (Dog poop dispensers and bags) from the excess carry forward. (Carry forward £6394.63, expected to be £5000.00. £600 transferred following May 4th meeting, a further £400 transferred following the July 15th meeting and £121.86 following the September 15th meeting leaving £272.77 excess)
- £2681.00 from non-recurring income to budget line I Playground maintenance.

Proposed by Councillor Ivey and Seconded by Councillor Atkinson.

5.10 The first draft of the budget for 2022/3, was received from the Clerk and changes proposed. The Clerk to update the draft budget and present it again to the meeting in January 2022.

6. Playground Maintenance:

6.1. The progress made on the funding of and maintenance of the playground was reported to the meeting by the Clerk who confirmed that the grants to replace worn items in the playground have been received from North Yorkshire County Council and from Selby District Council. These will be used to resurface under the Multiplay equipment, replace the ropes on the ravine walkway and replace the ropes on the Rope Causeway. The resurfacing had been scheduled for 16th November but, unfortunately the company had to postpone. No future date has, as yet, been received. The Causeway Rope was delivered this morning, but has, as yet, not been opened.

The grant to replace the ropes on the Ravine Walkway having been received, it was proposed by Councillor Ivey and seconded by Councillor Howdle that we should proceed with ordering this.

The Clerk to enquire what guarantee is given for the resurfacing.

6.2. The ROSPA Playground Inspection Report has been received. Councillor Atkinson went through the concerns and recommendations and set out a plan to deal with these. A new bolt for the fencing to be purchased; the uneven playground surface and exposed concrete to be monitored; the football field to be looked at for moles/the possibility of rolling, a quote to be obtained to remove the potential finger entrapment by the slide.

It was also noted that the moss has re-appeared. Councillors Atkinson and Hancock to treat.

- 7. Grounds Maintenance:** All plans for this year have now been completed (planting of trees and installation of bench, removal of roots etc. in front of the playground and the turfing of this area, the provision of a grit bin on Mount Pleasant) except for the removal of the saplings on Hodge Lane and the seeding of wild flowers on Cross Hills. It is expected that these will be completed early in 2022.
- 8. Grass Cutting Contract Review.** The Grass Cutting Contract for 2022 was reviewed, and various changes agreed, Councillor Ivey to update the contract and bring it to the meeting on 19th January 2022 for approval.
- 9. Christmas Decorations.** These have been purchased, and a Christmas Tree has again been donated by The Brotherhood. Following discussion, it was agreed to purchase a small gift to say thank you for the tree. The lights to be erected on the 30th November and the 1st and 2nd December. The tree to be erected and decorated on the 4th December. For practical reasons it will not be possible to coordinate a “switch on” with KSPC. Clerk to inform them.

10. Affordable Housing

Following the presentation and the information provided at the September meeting about a possible project to increase the provision of Affordable Housing in Little Smeaton, the question of whether to establish what, if any, need exists in the village was discussed. It was agreed that the Clerk would contact Matthew Brown to ask to see a copy of the survey that would be used.

11. Sustainable Heating/Green project

Councillor Atkinson confirmed that the survey was now ready to be distributed to residents. It has been approved by KSPC and the link will be advertised digitally and with the magazine. Hard copies of the survey will also be available, and Councillor Ivey will ask the Post Office if they will act as a point of contact.

12. Light on Chapel Lane

NYCC have confirmed that the Parish Council light on Chapel Lane will need replacing soon. It is working at the moment but it has been problematic and may not last much longer. The Clerk has obtained quotes and it was agreed to budget in 2022/3 for removal and replacement of a Pole Bracket with a new Pole Bracket, 15w Led Lantern and the service transfer at a cost of £720, plus VAT.

13. Queens Platinum Jubilee 2nd June 2022

It was reported to the meeting that the Smeaton Events Team had looked at possible ways of marking the Jubilee and would like our permission to erect a permanent beacon on Cross Hills. Following discussion this was agreed. LSPC will also erect bunting to mark the occasion. The Clerk to budget for this in 2022/3.

The idea of planting an oak tree to mark the jubilee had been looked into by Councillor Ivey, but is not considered suitable as research revealed that oak trees do not like lime-based soil.

14. Sustainability for the Emergency Plan.

The Clerk spoke to KSPC about a possible “desk top” exercise to ensure sustainability for the Emergency Plan. This is felt to be a useful next step. To be arranged once the KSPC Chair is available to take part.

15. Extension to Quarry.

Councillor Ivey confirmed to the meeting that the Quarry extension has received planning permission and will now go ahead. Residents in Kirk Smeaton and the Kirk Smeaton Parish Council remain very concerned about the outcome and the process undertaken to allow NYCC to make this decision. They have drafted a letter to the local MP Nigel Adams, Minister of State and to Yvette Cooper MP for Pontefract. KSPC have asked the Chairs of other local Parish Councils to jointly sign the letter, including LSPC. Councillor Ivey had circulated the draft letter for the consideration of Councillors. After considerable discussion it was agreed that Councillor Ivey would write to the KSPC Chair expressing our concerns about the style and content of the letter, and declining to sign it at this time, despite our continuing support for the opposition to the extension of the quarry and our concerns about the possible harm to Brockdale Nature Reserve as a result.

16. Quarry Lane

No progress towards 40mph on Quarry Lane has been reported to the Clerk, who will continue to ask for updates.

17. Highway Drainage on New Road and Main Street

No information concerning the NYCC highways project to improve drainage on New Road and Main Street, was available to the meeting..

17. To receive any planning applications, and note any comments sent.

- Planning Application to infill bridge on Stubbs Lane. Comments sent:
“We have commented previously that we wish to have confirmation that they will do one bridge at a time – essential for access to Friendship Estates at Stubbs

Walden. We are also concerned at how they are going to access the bridge to do the work. Will our residents on Stubbs Road be subject to noise, dust and restricted access? How long is it going to take?

18. Correspondence Received

None

19. Matters for inclusion on the next agenda

It was agreed to delete this agenda item in future.

20. Date of next meetings:

19th January 2022, 16th March 2022

21. In Private Session due to commercial confidentiality

Hillside Cottage

The maintenance of Hillside Cottage is ongoing. The parking posts have been moved and the work on the roof should take place in two weeks' time. The tenants have been kept informed. and agree next steps. Quotes have now been received for the replacement of the wooden fence, and it was agreed to accept the lowest quote and proceed with this.

The letter outlining the Parish Councils concerns about the agents' performance has been received and the Clerk has had a number of conversations about this. The agents have no record of being notified by the tenant of any works that need doing, but, despite this, they are prepared to allow LSPC to give notice on the contract with them. After discussion the Councillors agreed unanimously to give notice. The Clerk to give notice for the 31st December 2021. This will mean the tenants paying the rent directly to the Parish Council and working directly with the Clerk about any concerns or repairs required. The Clerk to make these arrangements as appropriate

Meeting Closed at 9.30pm.