

**KIRBY WISKE and NEWSHAM with BRECKENBROUGH PARISH COUNCIL**  
**Minutes of the Annual Parish Council Meeting**  
**Held on Tuesday 2 May 2023**  
**At Kirby Wiske Village Hall**

Present: Chairman: Councillor B Sinton  
 Councillors: J Griffiths, L Baharie, L Ryan, J Thurlow  
 Clerk/RFO: A W Lambert  
 Public: None

Min No.		Action
<b>23 / 44</b> <b>Apologies</b>	<u>To Receive Apologies for Absence</u> Councillor C Vie and Councillor G Dadd.	
<b>23 / 45</b> <b>Open Forum</b>	<u>Open Forum including the Police Report</u> There were no parishioners present.  <b>Police Report</b> No police report had been received.  At this point the Chairman read the annual report for May 2023 (attached).	
<b>23 / 46</b> <b>Election of Officers</b>	<u>To Elect a Chair and Vice-Chair for the forthcoming Year</u> <b>Resolved: That as there were no other nominations the following Councillors be elected:</b> <b>(a) Chairman – Councillor J B Sinton</b> <b>(b) Vice-Chairman – Councillor J Griffiths</b>  The declaration of office was duly signed by the Chairman.	
<b>23 / 47</b> <b>Declarations of Business Interests</b>	<u>To Note any Declarations of business (or other) Interests by Elected Members</u> There were no declarations of business interests.	
<b>23 / 48</b> <b>Minutes</b>	<u>To Approve the Minutes of the Previous Meeting</u> The minutes of the meeting held on Tuesday 4 April 2023 had been circulated.  <b>Resolved: That the minutes be agreed as a correct record and signed by the Chairman.</b>	
<b>23 / 49</b> <b>Matters Arising</b>	<u>To Consider Matters Arising from the Previous Meeting</u> <b>Yorkshire Water</b> A 'keeping in touch' response had been received from Yorkshire Water stating that the manhole chamber had been uncovered for assessment and a further update was required before passing to the Parish Council.  <b>Highways Issues</b> It was noted that new flood signs had been installed.  It was noted that the public footpath sign had still not been repaired.	

	<p>Councillor Dadd had informed the Clerk (via email) that it was unlikely the bridge walkway would attract CIL funding.</p> <p>It was noted that North Yorkshire Council would not be able to help with materials to repair the village signage due to procurement regulations.</p> <p><b>Local Government Review</b> All emails regarding the Local Government Review changeover had been forwarded to the Parish Council.</p> <p><b>Environment Agency</b> There had been no update.</p> <p><b>Complaint</b> It was noted that the insurers had admitted liability and were now awaiting medical evidence from the claimant.</p>	
<b>23 / 50 Finance</b>	<p><u>Finance</u> <b>Invoices</b> <i>The following invoices were presented for payment:</i></p> <ul style="list-style-type: none"> <li>➤ SGS – Installation of bench / materials - £510.00</li> <li>➤ YLCA – Membership for 2023-24 - £130.00</li> <li>➤ A W Lambert – salary for May 2023 - £89.05</li> <li>➤ HMRC – tax £22.26</li> </ul> <p><i>The following was received:</i></p> <ul style="list-style-type: none"> <li>➤ NYC – Parish Precept - £3472.00</li> </ul> <p><b>Resolved: That the invoices be approved unanimously for payment.</b></p> <p><b>Budget Monitoring</b> This would be a regular item on the agenda going forward.</p> <p><b>AGAR / Year End Accounts</b> The AGAR and year end accounts would be discussed at the next meeting.</p>	
<b>23 / 51 Health &amp; Safety</b>	<p><u>To Consider Health and Safety</u> <b>Car Park</b> - The health and safety check had been carried out. There were no concerns. Councillor Griffiths agreed to source a post for the signage. Some perimeter posts were slightly wobbly. The tree on the entrance was starting to sprout new growth near the base.</p> <p><b>Property</b> – There were no concerns with regard to property.</p> <p><b>Tree</b> - The quotation for work to the tree was awaited.</p> <p><b>Asset Management Plan</b> – It was noted that the Asset Management Plan was now in the possession of the Clerk for updating.</p>	<b>JG</b>         <b>Clerk</b>
<b>23 / 52 Correspondence</b>	<u>To Receive Correspondence</u>	

	All electronic correspondence received had been forwarded to the Parish Council for their information.	
<b>23 / 53 Planning</b>	<p><u>To Receive Planning Applications and Reports</u>  <b>Toll Bar Cottage – extension and slight amendment.</b>  There was no objection to this planning application. The clerk to ensure this is recorded on the planning portal.  <a href="http://www.planning.gov.uk/">www.planning.gov.uk/</a></p>	
<b>23 / 54 Member Reports</b>	<p><u>To Receive Member Reports</u>  <b>Code of Conduct</b>  It was noted that the new Code of Conduct had been outlined in the White Rose Bulletin on 17 March 2023. This would need to be adopted by the Parish Council in due course.</p> <p><b>Barbed Wire in Field</b>  It was noted that there was some barbed wire in the field near the public footpath. Councillor Thurlow to check whether this had been repaired.</p> <p><b>Practitioners Guide</b>  Councillor Ryan suggested it may be worth purchasing the updated Practitioners Guide. The Clerk would investigate the cost and whether it was available online.</p> <p><b>Noticeboards</b>  Due to the condition of the noticeboards and the fact that the District Council no longer existed, consideration was given to the replacement of the two noticeboards on the Village Hall to one smarter noticeboard. The Chairman had looked at some prices and the Clerk agreed to look at another supplier to see if there was anything suitable. The Village Hall Committee would need to be notified to check that they did not object to the change.</p>	<p><b>Clerk</b></p> <p><b>JT</b></p> <p><b>Clerk</b></p> <p><b>Clerk</b></p>
<b>23 / 55 Future Meeting Dates</b>	<p><u>To Confirm the Dates of the Next Meetings</u>  Tuesday 4 July 2023  Tuesday 1 August 2023  Tuesday 6 September 2023</p> <p>All meetings to commence at 7.30 pm. Apologies to be sent to the Clerk. The meeting ended at 8.30 pm.</p>	<b>ALL</b>

May 2023