

Minutes of the Parish Council Meeting held on Wednesday 25 November 2020 commencing at 7.30 pm (via Zoom)

Present: Councillors: A Poulter (Chairman), J Sanderson, K Weston,
M Baker
Clerk / RFO: A W Lambert / R Dale
County Councillor: A Wilkinson
District Councillor: B Phillips
Public: None

Agenda Item	Detail	Action
20 / 58 Welcome / Apologies for Absence / Introductions	The Chairman welcomed everyone to the meeting. All members were present.	
20 / 59 Declarations of Interest	There were no declarations of interest.	
20 / 60 Police Report	The Police report had been circulated prior to the meeting. The report covered the period 29 September to 21 November 2020: <ul style="list-style-type: none"> ➤ Anti-social behaviour – 2 ➤ Auto crime – 0 ➤ Burglary – 1 ➤ Criminal damage – 1 ➤ Theft – 0 ➤ Violence against a person – 0 ➤ Other crimes including drugs – 0 <p>Other updates: Operation Bright – patrols were carried out in Morton on Swale on 13 November 2020.</p> <p>The report was noted.</p>	
20 / 61 Minutes	The minutes of the meeting held on Wednesday 30 September 2020 had been circulated prior to the meeting. Resolved: That the minutes be agreed as an accurate record and be signed by the Chairman at a later date.	
20 / 62 Matters Arising	VAS Signage / Speed Measure The equipment is now on order with a delivery date awaited. The posts had been installed by NYCC at the same locations as the temporary VAS. No invoices had been received as yet. SWARCO had informed the RFO that proposed installation would be towards	

the end of November and they would notify the Parish Council nearer the time. A balance would be due once the equipment is installed. Thanks were expressed to Councillor Wilkinson for the use of the locality budget to help with the purchase of the VAS signage.

Meadowfields – Update

The Chairman had contacted Linden Homes that day with no response as yet. It was noted that it would be possible to make an agreement with the Management Company as there was a precedent in the south of the country. It was noted that the wild flower meadow would be reseeded in the Spring. There were still queries over the hedge.

Litter-picking

There had been a litter-pick the previous day by Debbie Pridmore. Thanks also to Councillor Phillips for organising a litterbin with Hambleton District Council for the layby and Councillor Wilkinson for organising with NYCC a tidy up of the area.

Playground

It was noted that the Clerk had made contact with Image Playgrounds and had sent them the inspection report for consideration. They had agreed to a site meeting and would be back in touch with dates for the following week. It was noted that the playground had been sprayed but may need a second spray in due course. The parishioner's fencing work had been completed. It was noted that the PCSO had undertaken a letter-drop to residents around the park to ask them for any information. There had been no feedback as yet. It was also noted that a new ram for the gate was required.

Resolved: To order this piece of equipment for the gate.

Community Resilience Plan – Update

The draft Community Resilience Plan had been sent to NYCC for consideration. It was suggested that he join a future meeting to report back on the plan.

Website Content Accessibility Guidance

The RFO was pleased to inform the Parish Council that Stuart Stephenson had revamped the website with the help of Roger. It was now more relevant in terms of presentation and added new features. This would enable the admin. team to be able to upload information to the website. A user guide would be available to be able to undertake these tasks. Thanks were expressed to Stuart for his work. It was suggested that a link to telephone numbers be added.

Parish Council Vacancy – Update

It was noted that one expression of interest had been received from Virginia Chapman.

Resolved: That Virginia Chapman be co-opted onto the Parish Council with immediate effect.

<p>20 / 63 Public Forum</p>	<p>There were no members of the public present at the meeting.</p>															
<p>20 / 64 Finance</p>	<p>The RFO was invited to give an update on the current position regarding Parish finance:</p> <p>Invoices Received The list of invoices received since the previous meeting were outlined and listed in the papers received. It was noted that there were two outstanding payments:</p> <ul style="list-style-type: none"> ➤ CE & CM Walker - Grasscutting for October - due to account suspension. ➤ ICO – Data Protection Fee – this was due to a backlog in applications. The RFO had been in touch to ask them to log that the application had been sent before the deadline. <p>Bank Reconciliation The bank reconciliation and predicted year end</p> <p>Current Financial Position</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">Current A/C Balance</td> <td style="text-align: right;">£ 460.01</td> </tr> <tr> <td>BMM A/C Balance</td> <td style="text-align: right;">£15,536.32</td> </tr> <tr> <td>Petty Cash</td> <td style="text-align: right;">£78.27</td> </tr> <tr> <td>Cheques etc. not yet presented</td> <td style="text-align: right;">-£150.20</td> </tr> <tr> <td>Less ring-fenced / CIL balance</td> <td style="text-align: right;">-£2,976.01</td> </tr> <tr> <td>Less remainder of VAS Project costs</td> <td style="text-align: right;">-£5,844.90</td> </tr> <tr> <td>Nett "Working Balance"</td> <td style="text-align: right;">-£7,103.49</td> </tr> </table> <p>Budget / Precept Calculation 2021 / 22 The RFO recommended that the precept for 2020 / 22 be set at £9,200 based on the fact that the remaining expenditure for the year is routine.</p> <p>Resolved:</p> <ul style="list-style-type: none"> (a) That the invoices be approved. (b) That the current budgetary position be accepted. (c) That the bank reconciliation and predicted year end be noted. (d) That the recommended budget and precept calculation for 2021 / 22 be accepted at £9,200 and inform Hambleton District Council. <p>HSBC – Update from RFO Following the resignation of Fiona Farndale, a new/updated bank mandate would need to be submitted to replace the mandate previously submitted in July 2020. In addition, because of recent difficulties incurred by the RFO in using certain bank facilities essential for the proper execution of this role (principally access to telephone banking) because he was no longer on the mandate, Roger Dale should be reinstated on the mandate. The bank had indicated that certain resolutions should be passed by the Council in support of the mandate in order that the provision of banking services by them may continue. A complaint to HSBC had been sent</p>	Current A/C Balance	£ 460.01	BMM A/C Balance	£15,536.32	Petty Cash	£78.27	Cheques etc. not yet presented	-£150.20	Less ring-fenced / CIL balance	-£2,976.01	Less remainder of VAS Project costs	-£5,844.90	Nett "Working Balance"	-£7,103.49	<p style="text-align: right;">RFO</p>
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	<p>from the Parish Council that week following the immense amount of time it had taken to get to this point. Thanks were expressed to the RFO for his work on this issue.</p> <p>Resolved:</p> <ul style="list-style-type: none"> ➤ <i>That the existing accounts with HSBC UK Bank plc (the “Bank”) be continued.</i> ➤ <i>That the Bank is authorised to pay all cheques and act on other instructions for payment signed on behalf of the Council by any two of the signatories on the mandate, whether any account of the Council is in debit or credit.</i> ➤ <i>That the Bank is authorised to deliver any item held on behalf of the Council by the Bank in safe keeping against the written instructions of the Proper Officer (the “Clerk”) or the Responsible Finance Officer (the “RFO”).</i> ➤ <i>That the Bank is authorised to accept the Clerk and/or the RFO as fully empowered to act on behalf of the Council in any other transaction with the Bank</i> ➤ <i>That the Bank is authorised to accept the Clerk and/or the RFO as fully empowered on behalf of the Council to enter into at any times any agreements for or relating to electronic and/or telephone banking services of any kind (the “Services”) and to delegate the operation of the Services as set out in the terms and conditions governing the services and the Council acknowledges that the Bank shall be entitled to act upon all instructions received in respect of the Services until notified otherwise in writing.</i> ➤ <i>That the Council agrees that any debt incurred to the Bank under this Authority shall in the absence of written agreement with the Bank to the contrary be repayable on demand.</i> ➤ <i>That the Clerk (the “Proper Officer”) is authorised to supply the Bank as and when necessary with lists of persons authorised to sign, give receipts and act on behalf of the Council, and that the Bank may rely on such lists.</i> ➤ <i>That these resolutions be communicated to the Bank and remain in force until changed by a resolution of the Council, and a copy, certified by the Chief Executive (the “Chairman”) and the Proper Officer (the “Clerk”) is received by the Bank.</i> ➤ <i>That the Council accepts the accounts and banking relationship with the Bank will be governed by and subject to the Business Banking Terms and Conditions, as amended from time to time, together with any Terms and Conditions in respect of specific products and services that may be requested by the Council from time to time.</i> 	
<p>20 / 65 Correspondence</p>	<p>All correspondence received had been forwarded to Councillors for their attention / information. The following was considered at the meeting:</p> <p>Tesco Bags for Help Scheme</p> <p>It was noted that an email had been received from the Tesco Bags for Help Scheme asking for any stories or highlights that have come</p>	

	<p>about as a result of this project. Councillor Weston agreed to draw up a paragraph and photographs to send.</p> <p>Darlington & Stockton Times - Flooding The D&S Times had sent an email about a concerned result about the flooding at Morton on Swale bridge and calling for action to be taken to relieve the ongoing problems. They had requested that information be sent to them to enable them to do a story in the press. It was noted that NYCC would be undertaking a survey of this area to see if anything could be done to alleviate these issues. Councillor Wilkinson had asked to arrange a virtual meeting. This would take place on Friday 4 December 2020 at 9.30 am. The issues with the signage had been taken up with NYCC for which she apologised.</p> <p>Local Government Reorganisation A letter had been received from Carl Les, Leader of NYCC setting out the proposal for a single unitary council to replace the County Council and the seven district councils. The information was noted.</p>	Cllr. Weston
20 / 66 Planning	<ul style="list-style-type: none"> ➤ Registration of new dwelling ➤ 20/00800/FUL / 20/00047 / REFUSE – 2 Cromwell Drive. It was noted that a letter from Hambleton District Council had been circulated regarding 2 Cromwell Drive planning application which was now the subject of an appeal to the Secretary of State under Section 78 of the Town and Country Planning Act 1990. 	
20 / 67 Member Reports	<p>Newsletter It was noted that the newsletter was currently with the printers. This had included an article on loneliness and organisations to contact should this be necessary. Thanks were expressed to Councillor Weston for her work on the newsletter. Circulation would be arranged.</p> <p>Neighbourhood Watch An article had been placed in the newsletter asking for anyone interested in joining a Neighbourhood Watch Scheme to let the Parish Council know. The RFO reminded the Council that separate email addresses could be set up for project-specific work.</p> <p>Christmas Councillor Weston had met with local parishioners to look at different activities for Christmas which were outlined. All the information had been placed in the newsletter. Thanks were expressed to Councillor Weston for her work with regard to the drawing up of these events.</p>	Cllr. Weston
20 / 68 Future Meeting Dates	<p>Wednesday 27 January 2021 Wednesday 31 March 2021 Wednesday 26 May 2021</p> <p>All meetings to commence at 7.30 pm.</p>	Parish Council

The meeting closed at 9.00 pm.

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