**KNAYTON CUM BRAWITH PARISH COUNCIL**

**Minutes of the Annual Meeting Held in Knayton Village Hall**

**on Monday 17 May 2021**

**Present**: Cllrs B. Scott, L. Gibbon, K. Smith, J. Peckitt, M Weastell

and Cllr A. Robinson (HDC)

**Clerk:** Liz Foster

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| **Min.No** |  |
|  | Comments from villagers: 9 villagers were present.   * Phone call request prior to the meeting asking for help in addressing inconsiderate parking by parents of children who attend Knayton school. As this was request was received after the agenda had been issued it was agreed that this matter would be included on the agenda for the next meeting. * Mike Cowton: Cllr Smith notified councillors of memorial afternoon 24 July at 2.30pm where a memorial seat will be unveiled to mark Mike’s passing. |
| 21.28 | To Receive Nominations and Elect a Chair and Vice Chair  Chair: Cllr Scott proposed by Cllr Smith, seconded by Cllr Weastell.  **AGREED:** Cllr Scott elected as Chair.  Vice Chair: Cllr Weastell proposed by Cllr Smith: Cllr Smith proposed by Cllr Scott  **AGREED:** Cllr Smith will continue as Vice Chair for this year. |
| 21.29 | Appointed Chair and Elected Councillors to Sign Declaration of Office  Declaration of office duly declared and signed by the clerk. Forms to be retained by the clerk. |
| 21.30 | Elected Councillors to Sign the Register of Pecuniary Interest  Forms completed by councilors and forwarded to the Monitoring Officer, HDC by the clerk.  **ACTION:** forward registers to monitoring officer |
| 21.31 | To Receive Apologies and Approve Reasons for Absence: apologies received from Cllr Dadd. |
| 21.32 | To confirm the minutes of the meeting held remotely on Tuesday 6 April 2021 as a true and correct record  Minutes agreed as a true and correct record and were signed by the Chair. |
| 21.33 | To Receive Reports from Cllrs Dadd and Robinson  **Cllr Robinson:** nothing to report. |
| 21.34 | Financial Matters  *Chair and clerk have been empowered to ensure business continuity through prompt payment of bills (minute no. 20.052)*  **a.Bank balances to 11 April 2021:**  **Community A/C:** £3240.51  **Business A/C:** £5797.00 (includes £0.05 interest and £1523.62 restricted funds)  **b.The following payments were approved:**  E. Foster £94.74 reimbursement web hosting for 21/22 chq 378  BHIB Insurance £197.77 insurance for 21/22 chq 379  B. Scott £6.99 gift for internal audtitor chq 380  c.**To Approve the Annual Governance Statement:** approved  d.**To Approve the Accounting Statements for Year Ended 31.03.21:** analysis of variances, bank reconciliation and accounting statements approved.  e.**To Receive the Internal Auditor’s Report:** received and his advice that end of year accounting statements show restricted funds noted and acted upon.  Restricted funds at year end: £3028.42 (including CIL, John Brown Charity Funds and an anonymous deposit).  f. **To Review Existing Financial Risk Assessment:** reviewed and agreed.  **ACTION**  **Clerk:** publish accounting documents on website  **Clerk:** publish notice on 1 June 2021 for period of exercise of public rights 14 June – 23 July 2021 |
| 21.35 | To Consider and Decide Upon the Following Planning Applications   1. **The Springs, Foxhall Farm:** alteration and rebuilding of stone barns with a glazed link extension to create a residential dwelling and construction of detached double garage with car port – no objections 2. **Thrift House:** demolition of existing garage and construction of detached garage – no objections   **Foxhall:** Cllr Peckitt asked Cllr Robinson if the enforcement officer could remind the purchaser of the planning condition in relation to the existing building – Cllr Robinson agreed to follow this up.  **ACTION**  **Clerk:** notify HDC of comments  **Cllr Robinson:** reminder ofplanning condition at Foxhall Farm |
| 21.36 | To Receive the Following Planning Decisions  **Hunton House:** Cllrs noted their pleasure that this application had been granted and their  appreciation of the email received from one of the applicants. |
| 21.37 | To Receive Information on the Following Ongoing Issues and Decide Further Action Where Necessary   1. **Planting of trees on the village green:** plaque installed by one of the trees by Knayton Angling Club 2. **Green Bins:** licenses received and put on bins 3. **Litter Picking:** parish councils have been offered free ‘Please Take Your Litter Home Signs’ 900mm x 600mm. Cllrs to discuss possible location of any signs at the next meeting 4. **Water leak:** clerk asked to report again two water leaks on Moor Road at Moorfield and on the road outside the village just before Old Hall Farm.   **ACTION**  **Clerk:** litter signs for agenda June 2021 meeting  **Clerk:** report water leaks |
| 21.38 | **To note correspondence received and decide action where necessary**:  **RECEIVED:**   1. **Energy Efficiency Work:** invitation to join potential renewables project being run by Campaign to Protect Rural England. Cllr Weastell will follow this up. 2. **Ripon Motor Sport Club:** early notification that our area may be included in the Hambleton Stages Rally June 2022.No action required.   **ACTION**  **Cllr Weastell:** register interest in energy efficiency project |
| 21.39 | To Confirm the date, Time and Location of Meetings for the Forthcoming Year  **AGREED:** The Parish Council will continue to meet on the 1st Monday of every month at 7.15pm in Knayton Village Hall  **The next meeting will be on Monday 7 June 2021 at 7.15pm at Knayton Village Hall** |

There being no further business the meeting closed at 20.31pm *Minutes prepared: 18/05/2021*