

CROPTON PARISH COUNCIL

Minutes of the Council Meeting held on 20 May 2019

Present: Tony Warnock-Smith (Chair), Annie Monkman, Moira Taylor, Melanie Bailey, Richard Maher (Clerk).

1 ELECTION OF CHAIR

Resolved to elect Tony Warnock-Smith as Chair of the Parish Council for 2019/20.

2 APOLOGIES

None.

3 MINUTES

The minutes of the meeting of 28 January 2019 as revised and of 8 April 2019 were approved.

4 DECLARATIONS OF INTEREST

There were no declarations of interest.

5 MATTERS ARISING

i. AM reported that Ryedale DC was now using the Parish Council email address for planning consultations but that the NYMNPA continued to direct communications to RM. RM to follow up with the NYMNPA and with NYCC to create an on-line account with each of them by contacting them. There continued to be a problem with the legibility of plans on-line and MB agreed to discuss the issue with Ryedale DC.

RM
MB

ii. AM reported that the Parish Council website was now entirely updated and that the 2017 and 2018 minutes, agendas and other governance documents were in pdf format with a uniform file naming convention in effect. Resolved that the "look and feel" of the website be reviewed by members who were invited to suggest improvements.

All

iii. Resolved to authorise payment to reimburse TWS for the cost of the new bin for the well area in the sum of £202.79.

RM

iv. Resolved to write to the NYCC Highways Authority on the concerns about HGV parking on Cropton Lane.

RM

v. Resolved to write to the NYCC Highways Authority on the concerns about the junction of Cropton Lane at the chestnut tree green.

vi. Resolved to authorise payment to a maximum of £50 to reimburse TWS for the warning notice in respect of Back Lane.

6 PLANNING APPLICATIONS

i. The following planning application was reviewed:
19/00524/FUL (White Cottages).

Resolved that MB contact Ryedale DC to access more legible plans and to circulate them with a request for members' views noting the deadline of 6 June.

MB

7 PLANNING DECISIONS

18/00115/FUL (Prospect Farm) approved subject to a number of conditions.

19/00085/HOUSE (Northcote) approved.

8 COUNCILLORS' MATTERS

- i. AM had invited a representative of Ryedale Community Transport to address a meeting of the Parish Council on a date to be agreed. AM
- ii. Resolved to change the day of the week on which Parish Council meetings be held to Tuesday.

9 FINANCE

- i. Resolved to authorise payment of £200 to M Aconley for grass cutting services.
- ii. Resolved that AM be an additional signatory to the Parish Council's bank account. RM
- iii. Agreed to consider moving to electronic banking arrangements if permissible and practical. TWS to check whether it was legally permissible to enter into such arrangements. TWS

10 YEAR END BUSINESS

- i. The system of financial control was considered.
- ii. Resolved that the system of financial control was satisfactory.
- iii. Resolved that the internal audit arrangements for 2018/19 were satisfactory.
- iv. The Accounting Statements for 2018/19 were approved subject to completion of the internal audit and it was resolved to submit them to the internal auditor. The internal audit report had not at this point been received. Consideration of the following year end documents was accordingly adjourned until the internal audit report had been received and the meeting would be reconvened on Friday 24 May at 17.30:
 - Annual Internal Audit Report
 - Certificate of Exemption for the year ended 31 March 2019
 - Annual Governance and Accountability Return 2018/19
 - Accounting Statements for 2018/19 as audited
 - Notice of Public Rights.
- v. Resolved to approve the following schedule of meetings for 2019/20:
 - Tuesday 23 July 2019
 - 24 September
 - 26 November
 - 21 January 2020
 - 24 March
 - 26 May.
- vi. Resolved to approve the Budget for 2019/20 revised to show expenditure on the waste bin £200 and the Back Lane sign £50. The provision for liabilities to be increased to £1000. AM to circulate the Budget as hereby revised.

11 NEW CORRESPONDENCE

Resolved to authorise the renewal of the Parish Council's indemnity insurance cover with Came & Co and to authorise payment of the premium to a maximum of £300.

12 NEXT MEETING

The adjourned year end business to be considered at a reconvened meeting on 24 May 2019 at 17.30.

The next full meeting would be on Tuesday 23 July 2019.

CROPTON PARISH COUNCIL

Minutes of the Council Meeting held on 24 May 2019

Present: Tony Warnock-Smith (Chair), Annie Monkman, Moira Taylor, Melanie Bailey

This meeting was called to consider the year end business adjourned at the meeting of 20 May. With reference to the agenda of that earlier meeting the following matters were resolved:

- 10 iv. Resolved to approve the provisional Annual Internal Audit Report for 2018/19. Criticisms of the Parish Council's financial housekeeping were noted and accepted.
- v. Resolved to approve the Certificate of Exemption for 2018/19.
- vi. Resolved to approve the Annual Governance and Accountability Return 2018/19 and to authorise its signature by the Chair and the Clerk and its submission to the external auditors.
- viii. Resolved to approve the Accounting Statements for 2018/19 as audited.
- ix. Resolved to approve the Notice of Public Rights.