

**Minutes of the Amotherby Parish Council Meeting held in the Parish Hall
on Monday 16th March 2020 at 7.00 pm**

Members Present: Cllr. Nigella Ballard
Cllr. Paul Simpson
Cllr. Debbie Skilbeck
Cllr. Rob Welch

Members of the Public and Others: there was one member of the public present, plus the applicant for the post of Clerk.

1. To receive apologies for absence and approve reasons for absence: Apologies from Cllr. Richard Brown, accepted.

2. To receive any declarations of interest not already declared under the Council's Code of Conduct or members Register of Disclosable Pecuniary Interests – none to declare.

3. Minutes: the minutes of the meeting held on 17th February 2020 were confirmed as a true and correct record and signed.

4. To receive information on any ongoing issues and decide further action where necessary.
 - 4.1. To report on BATA liaison group – this was in process of being set up to co-ordinate objections to planning application and send any other complaints to BATA.
 - 4.2. To report on Clerk situation – Cllrs. Simpson and Ballard had carried out an interview with the one applicant for the post and introduced Sara Bath to other Councillors. They recommended that Sara be appointed as from April 1st 2020 for a trial period of three months on either side – this was **AGREED**. The Chairman would send a letter of appointment and sort out other documentation.
 - 4.3. To report on possible dates for litter pick and footway tidying prior to slurry sealing – dates when the litter pick equipment was available were the 18/19 and 25/26 April. In view of the Coronavirus situation it was **agreed** that both the litter pick and footway tidying would be cancelled for the present.
 - 4.4. To report on ideas for Cllr. Burr grant funding – this was deferred to a later meeting.
5. To consider and decide upon the following planning applications:
 - 5.1. 20/00174/HOUSE – 2 Seven Wells – removal of garage door & installation of uPVC window & cladding (part retrospective) – the Council discussed this application and had no objections, RDC to be informed.
6. To receive the following planning decisions/information:
 - 6.1. 19/01430/HOUSE – 1 Meadowfield – decision notice giving approval had been received.
 - 6.2. Reservoir update – further work had been seen at the Reservoir, photographs taken and sent to RDC.
7. Matters requested by councillors and other business
 - 7.1. To decide on grass cutting contractors for Highway and Cemetery – it was **agreed** to appoint Cliffords and Moorswork as grass cutters for Highways and Cemetery respectively.
 - 7.2. To discuss ideas for VE Day celebrations – a display of memorabilia/ afternoon tea had been suggested by the Parish Hall committee. It was agreed that they should be asked to cancel this due to the coronavirus situation.
8. Financial matters
 - 8.1. To approve the following accounts for payment:
 - 8.1.1. WEL Medical request for VAT & shipping not paid on order for defibrillator pads – **agreed** (chq.810, £19.52)
 - 8.1.2. DD to ICO due – **agreed** - £35.00 due on 27th March
 - 8.2. To note any payments previously authorised – none.
 - 8.3. To note any payments received - none.

8.4. To receive a bank reconciliation - £6071.14 in the bank, all cheques presented.

9. To consider the following new correspondence received and decide action where necessary

9.1. YLCA – WRUs; April to October training programme – forward to Cllrs; VE Day invite to Ripon Cathedral service - noted.

9.2. NYCC – renewal of bus contracts from April – noted, no change to our bus services; consultation on developer contributions for education – forward to Cllrs to respond.

9.3. RDC – Rycare poster & leaflet – to display on noticeboard.

9.4. Amotherby School letter – noted that the Head due to retire this summer.

9.5. Community messaging – Coronavirus scams – already forwarded to residents, send out to new email contacts;

9.6. Autela – HMRC liability Q4 – no payment due.

9.7. Late correspondence –

- Autela invoice for payroll processing Q4 – **agreed** (chq 811, £22.27)
- YLCA invoice for membership 2020-2021 – **agreed** (chq 812, £132.00)
- YLCA – Coronavirus - meetings and the administration of local councils and parish meetings and NALC coronavirus information for Parish Councils – noted.
- YLCA – Keeping the Council functioning during the coronavirus – discussed and **agreed** to follow the YLCA recommendation for the period of the outbreak “that the Parish Council empowers the Clerk/RFO to do anything expedient and necessary to ensure the continuous business of the council, and to deal with mandatory undertakings in order to prevent the authority from incurring liability during the period that the delegation is applicable. The Clerk should act in consultation with the Chairman and/or Vice-chairman.”

10. Matters for inclusion on the agenda of the next meeting.

11. Next meeting confirmed as Tuesday 14th April 2020 – if coronavirus restrictions permit.

Meeting closed at 7.46 pm