

Reighton & Speeton Parish Council

Minutes of ordinary meeting held 25th April 2022 at 7pm in Reighton Village Hall.

Present: Councillor Riley (Chairman) Councillors Richardson, Rogerson, Rookes & Councillor Mrs Paddock.; Police Volunteer Liz Colling, 5 members of the public & clerk Helen Carter.

1. **Notice of meeting it was: - RESOLVED: That Public Notice of the meeting had been given in accordance with Schedule 12 para 10(2)(b) of the Local Government Act 1972.** **30/22**

2. **Apologies** – had been received from Councillors Harrison & Mrs Hamilton Smith & NYCC Councillor Mrs Swiers. It was **RESOLVED the apologies be accepted.** **31/22**

3. **Declarations of Interest** the Chairman reminded members of the need to consider whether they needed to declare a disclosable pecuniary interest (DPI) or personal interest, as detailed in Appendix A and Appendix B of the Council’s Code of Conduct & to note dispensations given to any member of the Council in respect of agenda items below. None made.

4. **Police report** – the report for April had been circulated prior to the meeting. The report was discussed with Liz & noted. Liz advised this year’s crime figures show a levelling up from the previous year (Covid) & include the holiday camps in our area. She also asked if there was any further information about the Jubilee events being held. Liz was thanked for attending & she left the meeting.

5. **Public Participation** – a resident enquired if the village children are to receive a Jubilee mug similar to the ones handed out for the last Jubilee. It was explained the VH committee had been involved previously but it was agreed the clerk will look into it. Mention was also made of either a beacon or bonfire to be lit on 2nd June 2022. There are no plans for this. Dax Smith reported he had prepared small flags to stick in the ground to try and deter dog fouling & he has also prepared some notices to be put up. His efforts are appreciated by the Parish Council.

6. **County & Ward Councillor reports** – An email from NYCC Councillor Mrs Swiers was read out. “This would have been her last meeting but she had sent apologies due to illness. She has thoroughly enjoyed working with all members during the last five years, and would hope that she has got some projects done. The locality budget has worked well in the ward, and hopefully the steps at Speeton will be completed soon. Please give my regards to all past and present parish councillors”. A thank you card is to be signed & taken to Roberta for members past & present. Paul had little to report.

7. **Minutes** to receive, approve & sign the minutes of the ordinary meeting held 21st March 2022. It was **RESOLVED that the minutes of the meeting be approved & were signed.** **32/22**

8. **Planning - details of the following applications had been detailed on a report & were discussed:**
 - **21/01845/FL/21/02243/FL/21/02097/FL/21/02328/FL** - relating to holiday homes - Discovery Way Moor Road Filey. **Applications outstanding to be heard by SBC Planning Committee on 12th May 2022.**
 - **21/02485/FL** Change of use of land to site 65 no. lodge style static caravans for holiday accommodation, erection of a reception and facilities building, construction of new vehicular access onto Sands Road, improvements to Sands Road, together with the formation of associated site roads and landscaping -Land South of Sands Road Hunmanby Filey. **Application refused.**
 - **21/012760/HS** - Single storey extension to front elevation, new upper floor side windows and terrace to front and side - Church Farm Church Hill Reighton. **Application permitted.**
 - **22/00033/HS** -Part conversion and part demolition of existing outbuilding to form kitchen diner with installation of rooflights - Verwell House Farm Church Hill Reighton -**Application outstanding.**

- **21/02895/FL** – erection of detached dwelling- land at Reighton House Farm, Church Hill Reighton – **Application permitted.**
- **21/00618/FL** - Retention of existing use of land and existing building as camping/caravan site in association with existing tourist/holiday facilities within the Dotterel Inn – **appeals heard 22nd March 2022 but decisions not yet known.**

9. Village issues the following were discussed & decided on: -

- **Honeypot Footpath** – NYCC Councillor Mrs Swiers was not in attendance. The Parish Council will take the matter up with the new North Yorkshire Council councillor after the election.
- **Reighton telephone box & Dotterill bus stop** – Councillor Harrison had advised the clerk the door is restricted due to blistering paintwork. Councillor Rookes is to try & get a couple of quotes for it to be painted. A new light fitting is also required, the chairman is to speak to an electrician he deals with.
- **Watsons Steps** – one quote has been received & another quote is being obtained. The job will then be discussed at the May meeting.
- **Works to Permissive Access to Speeton Sands** – an agreement has been received from NYCC. This Has been reviewed & will be signed. It is hoped the job will be completed in the next few months.
- **Cowton Lane broken manhole cover** – having been reported by the clerk, YW visited the site & a new one has been ordered.
- **Village maintenance** – Councillor Rookes raised an issue with the Sands Road path becoming overgrown in places. Photos to be sent & the matter taken up with NYCC Highways.

10. Finance a report covering the following had been circulated prior to the meeting: -

- Bank Reconciliations for year ended 31st March 2022-** figures had been circulated prior to the meeting. Receipts & payments & bank statements were checked to the bank reconciliation. Balances held £12,427.59 payments £11,518.54; receipts £12,555.39. **It was RESOLVED the bank reconciliation be approved & accepted by the council.** **33/22**
- Reserves & Earmarked funds** – a report was discussed following which it was: -
 - ❖ **RESOLVED to hold £4,500 as a Capital Reserve.** **34/22**
 - ❖ **RESOLVED to hold £4,500 as a General Reserve.** **35/22**
 - ❖ **RESOLVED to earmark £3,000 for the works to Speeton Permissive path this being £1,500 of our own funds & £1,500 monies received for NYCC Locality Budget Funding.** **36/22**
- Internal Audit** – the report had been circulated prior to the meeting. No recommendation had been made that required attention. The auditor reported the accounts & governance arrangements of the council have been maintained to a very high standard. It was **RESOLVED to approve the report as detailed.** **37/22**
- Budget monitoring to 31st March 2022** – details had been circulated prior to the meeting. Payments £11,518.54, receipts £12,555.39. It was **RESOLVED to accept the figures provided.** **38/22**
- Effectiveness of Internal Control** - the council must ensure that it has a sound system of internal control which (a) facilitates the effective exercise of its functions and the achievement of its aims and objectives; (b) ensures that the financial and operational management of the authority is effective; & (c) includes effective arrangements for the management of risk. The review of its effectiveness must be undertaken prior to completion of Section 1 Annual Governance Statement of the Annual Return. It was **RESOLVED the Parish Council has sufficient mechanisms in place to regularly check & monitor the financial management of the council.** **39/22**
- Annual Governance and Accountability Return (AGAR) 31st March 2022** – a report and details of the statements had been circulated prior to the meeting.
 - ❖ **Exempt authority** – Reighton and Speeton Parish Council is a smaller authority where the higher gross income or expenditure did not exceed £25,000 in the year to 31st March 2022. It was **RESOLVED that Reighton and Speeton Parish Council is an exempt authority within the definition contained in the Local Audit (Smaller Authorities) Regulations 2015.** **40/22**

- ❖ **Annual Internal Audit Report for 2021/22** -it was **RESOLVED** that the **Annual Internal Audit Report for 2021/22** be noted. 41/22
- ❖ **Section 1 - Annual Governance Statement 2021/22** it was **RESOLVED** that **Reighton & Speeton Parish Council** approve **Section 1 Annual Governance Statement 2021/22** on page 5 of the **AGAR 2021/22**. 42/22
- ❖ **Section 2 – Accounting Statements 2021/22** on page 6 of the **AGAR** it was **RESOLVED** that **Reighton & Speeton Parish Council** approve **Section 2 Accounting Statements 2021/22** on page 6 of the **AGAR 2021/22**. 43/22
- ❖ **To approve the publication of documents on Reighton & Speeton Parish Council website** -it was **RESOLVED** that, in accordance with the **Accounts and Audit Regulations 2015**, the **Local Audit (Smaller Authorities) Regulations 2015 & the Transparency Code for Smaller Authorities**, **Reighton & Speeton Parish Council** will publish the following documents on a public website:44/22
 - **Certificate of Exemption,**
 - **Annual Internal Audit Report 2010/22**
 - **Section 1 – Annual Governance Statement 2021/22**
 - **Section 2 – Accounting Statements 2021/22**
 - **Analysis of variances**
 - **Bank Reconciliation to 31 March 2022**
 - **Notice of the period for the exercise of public rights and other information required by Regulation 15 (2), Accounts and Audit Regulations 2015**

g) Schedule of payments -the schedule of payments for April had been circulated prior to the meeting. It was **RESOLVED** payments totalling **£1,737.69** could be paid. 45/22

- 11. Reports from chairman/councillor/clerk**– the clerk reported **Reighton & Speeton Parish Council** are not having a polled election as there were only 8 candidates who put their name forward. The remaining position is being advertised for co-option.
- 12. Room layout for future meetings** – after discussion it was agreed to keep the tables & layout as at present.
- 13. Next meeting dates** –. The date of the next meeting has been agreed to as **Monday 23rd May 2022** in **Reighton Village Hall**. The meeting will commence at 6.45pm with the **Annual Parish meeting** and will be followed by the **Annual meeting of the council** then an ordinary meeting.

Signed

Paul Riley

Date 23rd May 2022