

**wSCOTTON PARISH COUNCIL ANNUAL GENERAL MEETING followed by MONTHLY MEETING**  
**10 May 2021**  
**Held Via ZOOM (DUE TO COVID 19 RESTRICTIONS)**  
**AT 7.00PM**

	Responsible
<p><b>Present:</b>  <b>Cllr Maggie Smith Cllr Julie Greensmith (Chair), Cllr Ian Whitehead, Cllr Gemma Paley (Vice Chair and minutes), Cllr Truda Archer, Cllr Pat Middlemiss (RDC).</b></p> <p style="text-align: center;"><b>The Chair reminded the Meeting of the Council's expectations for the audio or visual recordings of this meeting. No comments were given.</b>            (The Clerk advised she would be using a Dictaphone for this meeting)</p> <ol style="list-style-type: none"> <li><b>1. <u>NOMINATIONS FOR CHAIR</u></b>              Cllr Whitehead nominated Cllr Greensmith this was seconded by Cllr Hammett.</li> <li><b>2. <u>NOMINATIONS FOR VICE CHAIR</u></b>              Cllr Whitehead nominated Cllr Paley this seconded by Cllr Hammett.</li> <li><b>3. <u>REPORT FROM COMMITTEE</u></b>              Cllr Smith gave a report. I have held the position for 3 years instead of 2 due to Covid-19 and no Annual General Meeting being held, the last year has been successful ever with Covid-19. We all pulled together to ensure everything was completed. Success include grasses still been cut, winter cut back completed, new footpath along the allotment, new benches for two parks, maintenance work carried out on the parks. We have been successful with grants for the parks and stage 3 of Hunton footpath. Well done to us all. From next month we will be returning to monthly meetings within the hall.</li> <li><b>4. <u>APPOINTMENT OF COMMITTEE MEMBERS</u></b>              Cllr Whitehead and Cllr Hammett to stay on the parish council, Cllr Smith to stay on short term till a new clerk is appointed and park work/grant completed.              Burial Board members – Cllr Whitehead, Cllr Greensmith and Cllr Hammett.              YLCA Member - Cllr Paley              Garrison Partnership member – Cllr Whitehead              Planning Committee - Cllr Whitehead</li> <li><b>5. <u>ANNUAL GOVERNANCE STATEMENT FOR THE ANNUAL RETURN</u></b>              It was agreed Sarah Pearson to complete the internal Audit. The Annual Governance statement for the Annual Return, the exercise of public rights shall be displayed from the 1<sup>st</sup> to the 31<sup>st</sup> July 2021 through the website and notice boards. (Amendment made at meeting on 14/6/21 dates changed to 15<sup>th</sup> June to 27<sup>th</sup> July 2021).</li> <li><b>6. <u>APPROVAL OF ACCOUNTS</u></b>              The annual accounts were approved by Cllr Greensmith and seconded by Cllr Whitehead and are ready for audit.</li> </ol>	

## MONTHLY MEETING

### APOLOGIES FOR ABSENCE

Helen Grant RDC, Paul Fee PCSO.

### 7. DECLARATIONS OF INTEREST

None declared

### 8. APPROVAL OF THE PARISH COUNCIL MINUTES FOR 12 April 21

The minutes had been circulated to all and were approved.

Cllr Greensmith would sign original copy.

- Update on planning for 9 Curlew. The application has been updated all viewed and happy as long as boundaries have been updated.

### 9. REPORTS RECEIVED

Report from Cllr Pat Middlemiss RDC

1. We held our Richmondshire District Council Annual Council Meeting on 5th May at 18.30hrs. All Independent Cllrs positions were re-elected in the same seats as last year I have an extra place on Overview & Scrutiny Internal this year also retained Chair of Overview & Scrutiny External and retained my seat on Planning.

2. I completed Environmental Training which is compulsory on 27.04.2021.

3. NYCC closed the road from Camp Centre roundabout to Vicarage roundabout on 9th May 2021 0800- 1800hrs this work is part of an extensive programme please check with NYCC for other places.

4. It is expected that we will all be notified about Unitary Authority in July 21.

Cllr Paley

Cllr Smith

Cllr

Greensmith

### 10. PLAYPARK UPDATES

Trees overhanging in Meane park Cllr Paley has looked at the tree and shared the issue. It was agreed to look to see if the tree has a preservation order in place. Cllr Paley to get three quotes. Callum continuing with repairs agreed for Callum to continue with repairs on Mallard walk beam. Ian to work out how many mats will be needed, Callum to fit.

Cllr Smith to get grants updated and to add upgrades to Falcon and the Village Hall park. Cllr Middlemiss updated us that Richmond District Council have £40000 grant available that we need to apply for ASAP.

Cllr Paley

### 11. GRANT UPDATES

Cllr Greensmith updated us that she has chased Highways regarding Hunton Road footpath.

### 12. PLANNING APPLICATIONS

None received.

### 13. CORRESPONDANCE RECIEVED

Taekwondo has asked if they could hire the hall on a Monday and move our meeting to 7:30 it was agreed not to change the meeting.

Received a phone call and verbal communication from two different people regarding trees at the allotment over hanging between the allotment and back of the houses on Oak Tree. Cllr Whitehead confirmed that they where parish council responsibility. Cllr Paley to get three quotes to get them cut back. Also agreed to get the tree at the entrance to the dog walking park cut back.

Correspondence received regarding wanting to put in a wild flower meadow, on mallard/curlew. It was discussed and suggested that this wasn't parish council land.

Richmond District Council send correspondence through regarding a grant for new street lighting Cllr Greensmith to look into this for Hunton Road.

Garrison Area Partnership meeting are 22<sup>nd</sup> September 2021 Cllr Whitehead planning on attending.

Cllr

Greensmith

Cllr Smith

Katherine Appleton contacted regarding her Father's wooden flower box on his grave had been damaged, thought to be by the grass cutter. Cllr Smith has forwarded this to the Burial Board.

**14. SOLAR ACTIVATED SPEED SIGNS**

Cllr Smith updated us with all the quotes we have received. It was agreed to use Coval to purchase the signs at a cost of £4131.70. The posts to site them on will be additional and purchased and installed by Highways. Highways will advice on the locations.

Cllr Paley

**15. ANY OTHER BUISNESS**

a) **PAYMENT APPROVAL**

The Bank Reconciliation for April 21 was reviewed and agreed. Cllr Smith/Greensmith would sign the original for the file. Benson Woods –  
Annual Payroll £240.00 BACs- Salary Apr 21  
£158.17

Cllr  
Greensmith

BACs – Ray Boland – April Grass cutting £387.60

RDC – Vat for dog bins invoice £91.80

Cllr Hammett Approved and Cllr Whitehead seconded.

Cllr Paley

b) **SIGNS FOR SCOTTON GARDENS AND CURLEW CRESCENT**

Cllr Paley updated us that she has received emails back to say curlew crescent sign was been addressed by Richmond District Council. Cllr Paley updated that Scotton Gardens signs hadn't been installed and would follow up with Cllr Grant.

All

c) **ALLOTMENTS**

All councilors have reviewed the risk assessment and agreed actions. Communication will be made where concerns where raised. Contact to be made with allotment holders with outstanding Tenancy Agreements.

d) **OAKTREE AVENUE WATER ISSUES**

Cllr Greensmith and Cllr Middlemiss to meet with the development manager from NYCC James Martin on 12<sup>th</sup> May. To feedback to councilors following the meeting.

e) **RE-OPENING VILLAGE HALL**

All received the draft Risk Assessment before the meeting, all changes agreed by all. Cllr Paley and care taker to meet with each user group organizer the week of 10<sup>th</sup> May 2021 to go through the risk and be agreed and signed by all present.

Cllr Greensmith thanked Cllr Smith for all her hard work over the last three years as chair and putting together the end of year accounts.

It was agreed until a new clerk is appointed that Cllr Greensmith and Cllr Paley will take responsibility of the emails, Cllr Greensmith to update website. All Cllr to maintain and update facebook. Cllr Smith to manage the finances.

**16. AGENDA ITEMS FOR NEXT MONTH**

Play Park – Update, Grant Updates, Scotton Gdns Signs, Water Issues  
Oaktree Avenue, Allotments, Hall re-opening Covid Updates.

**14. DATE OF NEXT MEETING**

The next meeting would take place: 7 June 2021 at 7pm in the Village Hall  
The meeting closed (online) at 22:00pm

Chairman signature: Cllr Greensmith

10 May 2021