

MINUTES

KIRKBY IN CLEVELAND PARISH COUNCIL MEETING on Monday 12th December 2022

Clerk to the Council – Mrs Lynne Smith
kirkbyparishclerk@hotmail.co.uk

Attendees: County Cllr B Griffiths, Cllrs M Frew, T Seymour, M Weighell, A Scott, J Passman and clerk Mrs L Smith

1. The Chairman reminded the Council that there was a possibility for the audio recording of the meeting.

2. Apologies of absence were received from NY Police

3. No declarations of interest were made.

4. The minutes of the meeting held on 31st October 2022 declared as a true and correct record and signed accordingly by Cllr Frew

5 Ongoing issues and the decisions made

5.1 Police report - No incidents reported and no incidents reported from the meeting.

5.2 Noticeboard – Clerk to ascertain the ownership of the intended site of noticeboard.

5.3 HM Land Registry (HMLR) parish land ownership – clerk to follow up.

5.4 Reference for Mr T Jones – Cllr Scott confirmed that it was in hand.

5.5 Civility & Respect Pledge – It was agreed unanimously that the PC sign up. The clerk is to action.

5.6 Village Christmas Tree – Cllr. Seymour was thanked for providing and decorating the tree. It was decided unanimously that a contribution of £50 be made to Mr & Mrs Bladen for providing the electricity for the tree.

5.7 Off to a Flying Start – Cllr Passman reported that the webinar was informative. He is to compile a report and circulate it to the PC.

5.8 Parish & Town Council Liaison Meetings – No-one was able to attend. Cllr Frew stated that it would be useful if someone could attend when the face to face meetings commence.

6. Decisions upon the following planning applications

6.1 Toft Hill Caravan Park, Hill Road, Kirkby in Cleveland, Middlesbrough, North Yorkshire TS9 7HJ -**APPEAL** The PC has no further comments

6.2 Dromonby Bridge Farm, Busby Lane, Kirkby in Cleveland, Middlesbrough, North Yorkshire TS9 7AP – **APPEAL** The PC has no further comments.

7 Receive the following planning decisions

7.1 20/01963/FUL - Land north of Appledore, Kirkby Lane, Kirkby in Cleveland, North Yorkshire – This property is to named Herringbone House. There has been some variation from the planning application in the construction of this dwelling.

7.2 22/02032/LBC - Ivy House, Kirkby Lane, Kirkby in Cleveland. The paddock has been included in the planning application as residential land and is now being planted with domestic planting.

7.3 22/01240/DCN Discharge of condition 3 to previously approved application 22/01240/FUL at the Old Vicarage, Kirkby Lane, Kirkby in Cleveland, North Yorkshire TS9 7AQ **GRANTED**

8. Matters requested by council - none

9. Financial Matters

9.1 Details of payments made –

- i) 75.00 – Cllr Frew Repair of laptop/new battery for laptop
- ii) £36.00 -Station software – Registration for hosting website
- iii) £60 –room hire – Kirkby & Great Broughton PCC
- iv) £66.80-Y LCA for Flying Start webinar
- v) £90 - NYCC for replenishment of grit bins
- vi) £30 – Brackenway Photography – Photo for Former Cllr Tomlinson
- vii) £240 – R D Alderson Ltd – verge cutting
- viii) Back pay for clerk
- ix) Clerk’s salary & expenses
- x) £20 – Cllr Seymour – Christmas lights
- xi) £26.24 – L Smith (Clerk) Festive refreshments
- xii) £8.50 Cllr Frew – Plant for A Bransby for her internal audits in previous years

9.2 Approved accounts for payment

- i) Station Software
- ii) NYCC grit bin
- iii) Brackenway Photography - photograph
- iv) R D Alderson Ltd verge cutting
- v) Cllr Seymour - lights
- vi) Gift for A Bransby
- vii) Contribution to Mr & Mrs Bladen

9.3 Confirmation of bank balance – as at 4th November 2022 - £11,121.44

9.4 Unable to contact Mrs Tomlinson in respect of change of signatory on bank account. Therefore ongoing.

9.5 Clerk/RFO salary review – A proposal had been prepared and put to the Clerk by Cllr Frew (Chair) & Cllr Seymour (Vice-Chair). Clerk accepted. This proposal was put before the meeting, proposed by Cllr Seymour & seconded by Cllr Passman. Agreed unanimously.

9.6 Precept – RFO presented the figures and recommended that the precept for 2023/24 remained at £4600. After some discussion a vote was taken and the PC agreed unanimously. Clerk to return the necessary paperwork by the due date.

9.7 CIL Payment projects. It was agreed that £200 of the CIL is to be donated to Great Broughton PC towards maintenance and bark replenishment on the playground. Clerk to advise Gt. Broughton PC of this decision before their meeting on 14th December. Further discussions as to how the PC use the CIL payment for the benefit of Kirkby parish will continue.

9.8 Internal Audit 2023/External Auditor 2023-2027 – It was decided that YLCA be the internal auditor for 2023. Proposed by Cllr M Frew, seconded by Cllr J Passman, agreed unanimously. Clerk is to action. The external auditors continue to be Littlejohns .

9.9 Any other financial matters -. All cheques to be completed first and then signed at that or the next possible meeting

10 Correspondence received and action to be taken

10.1 Visit to RAF Leeming – Report from Cllr Passman – It was a very interesting morning. The Swiss Air Force was present to do necessary training in low flying. Many aspects of the working of the air base were discussed.

11. Meetings

11.1 Meeting re. NYCC Highways portal – report from clerk, Mrs. L. Smith – all Highways matters (blocked drains, street lights out, potholes) should be reported by the Clerk via the portal. Details required – exact location of blocked drain, pothole, and all street lights have a reference number on the pole which should be quoted.

Blocked drains which need reporting –

(i) road outside Oxford House/The Grange,

(ii) top of Hill Road at the north side of the entrance to Toft Hill Farm and Toft Hill Caravan site

(iii) Busby Lane between entrance to Dromonby House and entrance to Dromonby House Farm.

12.0 Date of next meeting 23rd January 2023 in Kirkby Church Hall at 7.30 p.m.