

MINUTES FROM THE ANNUAL PARISH COUNCIL MEETING HELD ON THURSDAY  
17<sup>TH</sup> MAY 2012 AT 8.00 PM IN BORROWBY VILLAGE HALL

1. Apologies

The Chairman opened up the meeting and thanked everyone for attending. Apologies were received from County Cllr G Dadd and Cllr N Clack. Present: The Chairman (Cllr R Craig), Vice Chairman (Cllr D Frith), Cllr F Wachsberger, the Clerk and six members of the public. Cllr D Craig arrived later on and had sent his apologies in advance

2. Election of Chairman

This was done after the Financial Report.

3. Election of Chairman and other Officers

This was done after the Financial Report.

4. Minutes

The minutes from the Parish Council meeting held on 19<sup>th</sup> April 2012, which were previously circulated and read, were agreed and signed after a few amendments:

5. Matters arising

5.1 Jubilee mugs – Cllr Frith said that the minimum order for Jubilee mugs is 72 if the name Borrowby Parish Council was to be inscribed; he asked if Knayton wanted to order jointly but they had already ordered their mugs. Cllr Frith then decided to order some Jubilee mugs which are not inscribed but suggested that a personalised card was put in with each boxed mug. The mugs have the Blue Peter winning design on the front. A list is being compiled of the children in the village 16 and under to receive the mugs. Cllr Frith suggested that the mugs be collected on the 3<sup>rd</sup> June on Jubilee Day and names can be ticked off and any uncollected ones delivered. He said there will be a 'Songs of Praise' type service at 4.30 pm and suggestions for hymns and songs can be put forward.

6. Correspondence

6.1 Country Air magazine.

6.2 Hambleton District Council – Area Forum Meetings. Letter and poster. The next meeting in Thirsk is on Tuesday 17<sup>th</sup> July at 6.30 pm in Rural Arts. The next meeting in Northallerton is on Wednesday 18<sup>th</sup> July at 7.00 pm at the Civic Centre.

6.3 Hambleton District Council 'Update' newsletter – Information on the Friarage – there is a meeting on 15<sup>th</sup> May and a rally on May 26<sup>th</sup> at County Hall which will be addressed by William Hague, followed by a march through Northallerton. Information about the 'Code of Conduct'.

6.4 Society of Local Council clerks – 'The Clerk' magazine, CPD and conference programme.

6.5 NYCC archive evening. Friday 18<sup>th</sup> May, 6 – 9 pm at the County Records Office, Northallerton.

6.6 S J Danby Ltd. Play scheme brochure.

6.7 Zurich Municipal advert.

6.8 Friarage letter – repeat of earlier letter.

## 7. Planning

- 7.1 Application for the proposed felling of a cherry tree at 3 The Byre for Dr T Selmes due to shading and large size. 12/00886/CAT. The Parish Council replied with no objections.
- 7.2 Application for the proposed felling of a yew tree at Mount Pleasant for Mrs D Price due to shading. 12/00924/CAT. Parish Council replied with no objections.

## 8. Chairman's Report

The Chairman, Mrs Rachel Craig, read out the Chairman's report (attached). After the report was read out, Cllr D Frith complimented Cllr R Craig on such a thorough report.

## 9. Financial Report

The accounts summary was circulated.

The net balance is £8893.93 for this financial year 2011 – 2012 compared to the balance last financial year 2010/2011 of £9641.62.

£450.00 had been used for charitable donations this financial year: £150.00 to Borrowby Village Hall for the Royal Wedding Celebrations; £100.00 towards the maintenance of the Leake churchyard and £200.00 for the Rural Activities Park of which £100.00 was towards the upkeep and £100.00 towards the Diamond Jubilee Celebrations.

This financial year included the salt bin invoice for this winter but also the invoice for 2010 – 2011 which had been sent late.

This year included an election cost of £200.00.

The work to the chestnut trees cost £606.00; this included £96.00 for the tree report for the large tree and £510.00 for the severe pollarding to the large tree and lightly pruning the younger chestnut tree to maintain a generally smaller size.

The Clerk's salary is now paid as PAYE, including an administration cost and VAT. The fourth quarterly payment invoice was late – to be included in 2012/2013 accounts.

Other costs included £163.00 for new fencing for the charity field.

In a joint Participatory Budgeting project. Borrowby and Knayton received £4000.00, £2000.00 being granted to each Parish Council. For the £2000.00 received by Borrowby, the allocation of the funds was as follows:

<u>Recipient</u>	<u>Amount</u>	<u>Project with Knayton</u>
Knayton Primary School	£200.00	goalposts and basketball
Hillside Scout Group	£362.60	fitting out kitchen area in scout & community sports hall, tables, chairs & shelves);
Hillside Rural Activities Park	£887.50	fitting out disabled toilet
Borrowby Nursery	£150.00	equipment for indoor and outdoor play
Carl Banks;	£250.00	bulbs for village
Borrowby Village Hall	£150.00	table tennis table and equipment

The books have just been audited by the internal auditor and the annual return will then be sent to the external auditor.

The Parish Council had applied for a lower precept this year of £2000.00 (for several years the precept was £2993.00 and reserves had increased).

The Audit Commission has appointed Littlejohn LLP to audit the annual return of Borrowby Parish Council for five years from 2012/13, commencing on September 2012. There is a consultation period following the appointment and the Commission aims to confirm all proposed appointments by 31 August.

9.1 The accounts summary was approved by the Parish Council.

9.2 The fixed assets register was approved by the Parish Council.

9.3 The risk assessment was approved by the Parish Council.

9.4 The Annual Return was approved by the Parish Council.

9.5 Approve Clerk's Honorarium – The Parish Council agreed to increase the Clerk's salary to £900.00 per annum from £838.00.

Cheques written out:

Grass Cutting 05/04/2012 & 24/04/2012		£46.00
	VAT	<u>£ 9.20</u>
	Total	<u>£55.20</u>
Clerk's PAYE	Quarterly Salary	£209.50
	Admin Fee	£ 11.46
	VAT	<u>£ 9.20</u>
	Total	<u>£223.25</u>
Borrowby Village Hall (Hire of hall for meetings on 19.01.12, 16.12.12, 22.03.12 and 19.04.12)		£28.00
Mr F Wachsberger (printer ink for newsletter)		£14.95
John Harron (Internal audit fee)		£50.00
Flowers for Retiring Chairman		£ 5.99

10. Election of Chairman

Cllr Fred Wachsberger was voted Chairman, proposed by Cllr David Frith and seconded by Cllr Duncan Craig.

11. Election of Vice Chairman and other officers

Cllr David Frith was elected Vice Chairman, proposed by Cllr Duncan Craig and seconded by Cllr Fred Wachsberger.

Mr Derek (Dickie) Bell was co-opted onto the Parish Council to fill an outstanding vacancy, proposed by Cllr D Frith and seconded by Cllr Fred Wachsberger.

The new Chairman, Cllr F Wachsberger, thanked the former Chairman, Cllr Rachel Craig, for her work on the Parish Council. Cllr D Frith said it had been a pleasure working with Cllr R Craig and that hat she had chaired Parish Council meetings with a calm and reassuring presence. Some flowers and a card were presented to Mrs Rachel Craig by Cllr D Frith on behalf of the Parish Council.

The Chairman thanked Cllr Duncan Craig for staying on the Parish Council.

The Chairman said that if anyone has any issues to raise, please contact the Parish Council.

It was stated that Mrs Elaine Town has expressed an interest in joining the Parish Council to fill the remaining vacancy.

## 12. Any Other Business

10.1 Cllr D Frith said that the man who is currently renting the charity field is leaving the area so the field is now available for rent.

10.2 Pointing of the stone cross – Cllr D Craig is still planning to do this.

10.2 Phone Box – The Chairman is waiting for some more leaflet holders to arrive – it is intended to use them in the phone box for walks, etc.

10.3 The Clerk has received an email from the Hambleton Rural Housing Enabler who was enquiring if there was any land available between Borrowby and Knayton that may be suitable for affordable housing.

## 13. Open Forum

13.1 A resident said that the verges are shorter than usual and that it would be better if some of the wild flowers could be retained as these had been cut. The contractor had said that they would avoid flowers, and they had left the bulb flowering plants, daffodils for example. Clerk to write asking if areas of wild flowers can be left, but trying to get a balance between getting the grass cut and retaining manageable sections of flowers.

13.2 The Chairman has ordered some trees from the Woodland Trust which are free of charge. He said that there had been a lot of applications recently to remove trees in Borrowby and suggested planting more in the village. He said it would be a good idea to let the children get involved with the tree planting. One resident said that the tree removal applications had been in gardens and another resident said they thought there were enough trees in the village already. In the recent newsletter the Chairman has asked if anyone has any ideas of where new trees could be planted.

## 14. Date of Next Meeting

The next meeting is booked for Thursday June 21st at 8.00 pm in the village hall.

The Chairman thanked everyone for attending and closed the meeting at 9.00 pm.