

**Minutes of the Annual Melbecks Parish Council meeting held on Thursday  
May 12th 2016 at Gunnerside Village Hall**

The Parish Council meeting was held on Thursday May 12<sup>th</sup> 2016. Present were Councillors Crapper, Calvert, and Silver with Cllr R. Alderson presiding.

The Clerk was Miss N. Adams.

1. Apologies for absence. Apologies were received from RDC Cllr Blows.

2. Election of Officers.

Chair: Cllr Calvert proposed Cllr Alderson as Chair, this was seconded by Cllr Silver. There were no other candidates and Cllr Alderson was elected as Chair.

Vice-Chair: Cllr Calvert proposed Cllr Crapper as Vice-Chair, this was seconded by Cllr Alderson and Cllr Crapper was elected as Vice-Chair.

3. Declaration of Interests. None.

4. Minutes of the last meeting. The minutes of the last meeting, held on March 24<sup>th</sup> 2016 had been circulated to the councillors. Cllr Calvert noted that item 10 should have stated that he would talk to Muker Parish Council about their notice board. Apart from this, the minutes were agreed to be a correct record, and these were signed by the Chair.

5. Matters Arising.

a. Cllr Calvert advised that he had spoken to Muker Parish Council about their notice board, and it was agreed that the Clerk would look into pricing some new notice boards.

b. Access to property on Lodge Green. Unfortunately due to a bereavement, the proposed work was not now going ahead.

c. Dog waste bin. The Clerk advised that a dog waste bin has been requested from RDC, and the Clerk will contact them again to find out when it may be available.

6. Finance

a) Audit. The Annual Governance statement was reviewed by the Council.: the Council resolved to approve the Annual governance Statement.

b) Accounting statement: the Accounting Statements were reviewed by the Council : the Council resolved to approve the Accounting Statement.

The accounting statements were signed by the Chair. The Clerk will arrange for the internal audit to be completed by Kevin Pellat.

c) Financial risk assessment. This will be done at the next meeting.

d) PAYE. It was agreed to reimburse Andrew Bedford with a £30 voucher for his assistance in sorting out the PAYE for the Clerk's salary. The Clerk will arrange this.

e) Order to pay – Low Row Institute. A cheque was signed for £40 for hire of Low Row Institute

f) Order to pay- Gunnerside Village Hall . A cheque was signed for £30 for hire of Gunnerside Village Hall.

6. Highways

a) Wall down at Brown Hill Top. There is still wall down here. The Clerk will contact Highways to find out when the work may be done.

b) Diversion signs. It was noted that during the roadworks, the signs directing vehicles through the diversions were at times misleading, and were left out longer than necessary. The Clerk will contact Highways regarding this.

c) Beckside wall. The Clerk will contact Highways to find out when this work may be done.

7. Richmondshire District Council

a) Pest Control. The Council noted receipt of details of the District Council's Pest Control Service that are available for residents. A leaflet will be displayed on the

notice boards.

b) Register of interests/Acceptance of Office. These forms were given to Cllr Silver to complete.

8. North Yorkshire County Council

9. YDNPA

a) Planning application Robin Gate, Low Row. The Council raised no objections or comments.

b) Planning decision: The Roof, Gunnerside (new first floor window). Granted with conditions.

10. AOB/other correspondence.

a) Royal British Legion. A letter was read out from Martin Sutherland advising that he has replaced Chris Porter, as Appeal organizer for the 2 Dales. The Council has no requirements at the present time.

b) Superfast broadband for Low Row. Cllr Blows had sent a message that he had attended a meeting which advised that Low Row would be getting Superfast Broadband, planned to be installed by Summer 2107. Cllr Blows will provide more information on this when it is available.

c) Parking issue. A resident had contacted a Councillor regarding a car that has been parked in a way that is blocking their entrance. As they are parking on common land, they were under the impression that they could park there. The resident was advised to contact the YDNPA to see if they could help, or if not to contact the Parish Council again to try to resolve the issue.

d) Review of procedure in Parish Council meetings.

Public participation in Parish Council meetings was discussed, It was agreed that the Clerk would look further into this, and it would be reviewed again at the next meeting.

e) Landslip at Rowleth Bottom. The landslip has still not been moved, however discussion was ongoing between Reeth Estates and Highways.

11. Date of the next meeting. The next meeting will be held at Low Row Institute on Thursday July 14th at 7.30pm. (Post – meeting note: this has been changed to Thursday July 21<sup>st</sup> at 7.30pm).

The meeting closed at 9pm.