

# Kirkby Fleetham with Fencotes Parish Council

## Minutes of extraordinary meeting – 19<sup>th</sup> March 2020 at 7.30pm.

**Present:** Parish Councillors, Herbert, Booth, and Coop, and 4 residents.

1. In light of the current situation and following advice from the Yorkshire Local Councils Association to consider and approve the following proposal from the Chairman:

" I propose that the council empowers the clerk, in consultation with the Chair/ Vice Chair, to do anything expedient and necessary to ensure the continuous business of the council, and to deal with mandatory undertakings in order to prevent the authority from incurring liability during the period that the delegation is applicable."

Councillors resolved to approve this proposal from Cllr Herbert. It was seconded by Cllr Coop.

2. To discuss how to promote and co-ordinate responses to the coronavirus emergency to safeguard the community and support the vulnerable.

Representatives from other bodies involved in leading this initiative locally had been invited to attend and it was agreed that their experience and expertise would be most welcome. Laura Wright offered to co-ordinate the Parish response and this was accepted.

A number of possible considerations were discussed including:

The use of electronic systems for providing information, collecting information and communications ie email, 'Whatsap', Infonet and the Parish Website as well as the newsletter.

Contacting individuals who have already begun very 'local' schemes within the Parish and inviting them to become involved.

Identifying those individuals who may be reluctant to ask for help but need it.

For actions such as shopping for vulnerable people, how to organise financial payment for goods.

Initiatives from Friends of Kirkby Fleetham School such as children writing to people who are isolated and Community Exercise on the Green.

As a starting point a form, to be completed by those in need of help or those offering help, has been included in the newsletter due for distribution week beginning 23<sup>rd</sup> March and through Infonet. Once these are returned the organisers will try to match volunteers very locally to those requiring help.

Meeting closed 8.05pm

# Kirkby Fleetham with Fencotes Parish Council

## Minutes of meeting – 19<sup>th</sup> March 2020 following the extraordinary meeting

**Present:** Parish Councillors, Herbert, Booth, and Coop, and 2 residents.

Issues raised in the 10 minute session:

There were no issues raised.

**1.Apologies:** County Councillor Wilkinson, District Councillor Phillips, Parish Councillors Bradley and Jones.

**2. Minutes of the Parish Council Meeting held on Thursday, 20<sup>th</sup> February 2020** were accepted and signed. This was proposed by Cllr Booth and seconded by Cllr Coop.

### **3. Matters for Report**

Item 3 (1)– Following a further letter to the bus company there still has been no response from the bus company about the damage to the green. A copy was sent to NYCC Passenger Transport who responded that the company were looking into it.

Item 13– The clerk had contacted Harry Stebbings about replacement keys for the noticeboards. They are available at £1.50 each. It was agreed to purchase 6.

### **4. Burial Ground**

- Burial Authority Minutes, 12<sup>th</sup> March 2020 - approval of recommendations.  
These were accepted and signed by Cllr Herbert. This was proposed by Cllr Booth and seconded by Cllr Coop.
- Update – There has been one burial since the last meeting and a further one will take place on Saturday.
- Working Party – It was agreed that this should be postponed given the current coronavirus situation.

### **St Mary's Church**

Working Party - It was agreed that this should be postponed given the current coronavirus situation. However, the clerk was asked to respond to a recent initiative from the probation service offering help with activities such as this.

### **5. Correspondence**

HDC – Coronavirus information and notification that District Councillors would not attend PC meetings – Circulated (0103/20); YLCA – Coronavirus information and notification that officers would be working from home – circulated (0203/20); North Yorkshire Police – Data and Decision Lumley Lane and Little Fencote – circulated . Cllrs asked the clerk to respond that they would be interested in “Community Speedwatch’ once the current situation had improved( 0303/20); Pensions Regulator- further reminder to submit re-declaration by 1<sup>st</sup> Sept and staging date of 1<sup>st</sup> April 2020 - Cllr Herbert to respond (0403/20); Kirkby Fleetham with Fencotes Burial Authority – letter re Community Funding – to keep on file (0503/20).

Also circulated: YLCA – ‘White Rose’ March Edition (0603/20); ‘Clerks and Councils Direct’, March 2020 Issue 128 (0703/20)

### **6. Finance**

a) It was resolved to pay the following and cheques were signed accordingly:

C.A. Mitton for wages for February and 2 Burials (chq 282).

C.M. Tree Care £650 for tree pruning Kirkby Fleetham green (chq 283).

Yorkshire Local Councils Associations £212 for membership subscription 2020/21 (chq 284).

HM Revenue and Customs £101 4<sup>th</sup> Quarter Income Tax (chq 285).  
Mrs M Wilson £24.19 for website fees (chq 286)

**b) Income**

Burial Ground - £500 for Grant of Exclusive Rights of Burial. A further £910 is anticipated.

**c) Consideration of Lych Gate responses**

This item was deferred as there was no further information.

**7 Planning**

**a) Applications**

There had been no applications.

**b) Outcomes**

**20/00051/FUL. Proposal:** Construction of a porch structure to front of dwelling  
**Location:** 11 Village Way Kirkby Fleetham North Yorks  
**Applicant:** Mr & Mrs P Hartley

This application was granted

**19/02406/FUL Proposal:** Rear extension to dwelling, replacement porch, replacement windows & installation of solar panels as amended by plans received by HDC on 13 February 2020.

**Location:** 18 Village Fold Kirkby Fleetham North Yorks  
**Applicant:** Mr & Mrs N Tutty

This application was granted.

**8. Appointment of Clerk**

The clerk was asked to contact the candidate and enquire if he was still prepared to attend for interview. Cllr Coop expressed concern at the limited number of questions planned and the lack of opportunity to follow up if necessary. It was agreed that councillors should be asked if there were any further questions to those already identified.

**9. Lightsource – Contract Signature.**

It was resolved that the contract could now be signed. This was proposed by Cllr Booth and seconded by Cllr. Coop and was signed by Cllr Herbert and witnessed by the clerk.

**Feedback from Transport Meeting**

Following discussion councillors agreed that they could not support the most recent plan without support from NYCC Highways Dept and consultation with those who would now be affected by the proposed change of route. In order to represent the whole Parish, councillors agreed that Lightsource should be asked to notify people on the proposed new route, make them aware of the changes and ask them to respond to the Parish Council as, in current circumstances, an Open Meeting was impossible. The notification was for households from Stapleton House, along Fleetham Lane, through Great Fencote and along Low Street from Todd Lane to Lumley Lane. Councillors also asked for clarification about the suggested widening of the carriageway along the Green. The reinforcement by the Parish Council of an area of the Green for overflow parking is still being investigated.

**10. Policy and Procedures – adoption of Disciplinary and Grievance Policies**

Councillors resolved to accept these policies. This was proposed by Cllr Herbert and seconded by Cllr Booth.

**11. Great British Spring Clean 2020**

This has now been postponed until September.

## **12. Village Green Reinforcement**

Cllr Coop reported that Mr Lawson would like a map/diagram of the proposed work to consider. Cllr Herbert agreed to put this together and it would be sent via email. Cllr Herbert commented that planning permission would also be needed.

## **13. Community Speed Watch**

This item was deferred.

## **14. Any Other Business**

There was no other business.

**Meeting closed:** 9.10 pm.

**Date of Next Meeting:** Yet to be decided and will be dependent on advice from National Bodies.