



BARDSEY CUM RIGTON PARISH COUNCIL

**Minutes of the Meeting of Bardsey Cum Rigton Parish Council held on
Wednesday 17th January 2024 at 7.00 pm in the Village Hall.**

Commenced: 7.00 pm

Concluded: 9.00 pm

Present: Cllrs Stentiford (Chair), Bosomworth, Denby, Flockton, Hoyland, Jackson, Osborne, Tatman,
Ward

Clerk: V. Forbes

2324/109 Introduction from the Chairman

Cllr Stentiford opened the meeting.

2324/110 Public Participation

A public session will commence for 10 minutes to receive comments from members of the public who attend.

No members of the public were present.

2324/111 To receive any apologies and approve reasons for absence

No apologies, all councillors were present.

2324/112 Declaration of Interests

- a) To receive any declarations of interest not already declared under the council's code of conduct or members Register of Disclosable Pecuniary Interests
- b) To receive, consider and decide upon any applications for dispensation

No declarations of interest were received.

2324/113 To confirm the minutes of the full council meeting held on 20th December 2023 as a true and accurate record.

The minutes were confirmed and signed by the Chair.

2324/114 Financial matters

- a) To receive and note bank account balances at 12th January 2024
Community Account: £49,942.89
Business Premium ME 1: £18,145.06
Business Premium ME 2: £0.00
The balances were noted and bank statements signed by Cllr Osborne.
- b) To approve the schedule of payments for January 2024 (Appendix 1)
The schedule of payments were approved.
- c) To approve the bank reconciliation and budget comparison up to 12th January 2024 (Appendix 2)
The bank reconciliation and budget comparison were approved.

- d) To consider 3 recent quotes from GGS Groundcare for Village Hall external grounds tidy, replacement gate on PROW by Callister Hall and to install a bin enclosure in the Sports Hall car park.
The quote for the Village Hall grounds is to be passed to the Village Hall Committee. The quote for the replacement gate is pending further consultation with the land owner. Some costs (25%) can be recovered from PROW. ES to speak to land owner. The bin enclosure is on hold.
- e) To consider the budget proposal for 2024-2025 (Appendix 3)
The budget proposal was agreed at £44,470.
- f) To discuss and consider the precept for 2024-2025
The precept demand was set at £42,440. A 4.2% increase. Clerk to notify LCC.

2324/115 To receive an update on the following ongoing issues and decide further action where necessary:

- a) Village meeting place (KO)
Agree a schedule with GGS Groundcare to move the table tennis table.
- b) SIDS (MB)
Still unable to download any data from the SIDS. The southbound A58 SID requires the solar panel or battery to be replaced. Quote requested from LCC. No longer any warranty on the SIDS. Clerk to query LCC about contractors to service SIDS.
- c) Allotments (MB)
Some communication from LCC requiring a Management Document. Clerk to email communications with LCC to MB.
- d) Highways (BH)
A58 - Unstable trees in the areas between Church Lane and Cornmill Ginnel reported to LCC Climate, Energy and Green Spaces (previously Forestry) on 30.10.23 but unable to get any feedback. Follow up email sent and this time included Martin Beaumont, LCC Communities and Environment Officer, who attended the site visit and advised reporting to LCC. More branches appear to falling.
Also previously reported to LCC fallen and unstable trees by footpath on A58 between Church Lane and Hetchell View.
A58 - 'WETHERBY' road sign by Bank Top (LS17 9BA) lying by the side of the path reported and reinstated.
A58 – Grange Close demolished Street sign still not reinstated and reported again to LCC again. Unstable 'Left' turning sign by First Avenue and 'Bardsey Cum Rigton' sign previously reported to LCC have not been dealt with.
A58 – Bardsey Parish Councillor reported sunken grate by bank top Bus shelter to Parish Clerk who has notified LCC Highways
HOLME FARM LANE – potholes reported to LCC. After heavy rainfalls there was extensive water pooling all along the road making it difficult to identify further potholes but I did point out along this road there are probably quite a few other potholes needing to be filled in.
WOODACRE LANE – blocked drains reported to LCC Gullies. Advised arrangements have been made for them to be cleared.
WOODACRE LANE – fellow Councillor advised and supplied photos of speed road sign opposite school still 30mph instead of 20mph. Reported and submitted photos to LCC. This had previously been reported to LCC by Bardsey Parish Clerk.
OUTSTANDING MATTERS A58 Traffic Island, Keswick Lane safe crossing area, Rigton Bank narrow road signage.
VERGE CREEP – Areas submitted – on A58, both sides, Bank Top, both directions, on Church Lane between Smithy Lane and Tithe Barn Lane. Clerk to request update.
The hedge at the exit to the Sports Club is due to be cut back the week end following this meeting.
- e) Possibility of bridleway/footpath on field bordering A58 (DD)

- Nothing to report.
- f) Village Pond (MB)
Water has been twice reported running down the Ginnell. The grate has been cleared twice in December. A pond survey is planned for Spring.
 - g) PACT Meeting (DD)
Report from recent meeting circulated. Disappointing meeting with the Police citing lack of funds to fight rural crimes.
 - h) Active Travel group (MB)
Nothing to report.
 - i) Road crossing on A58 near Mill Lane (BH)
Still awaiting an update. KO to follow up.
 - j) Tennis Club (LF)
A Pig Race Fund Raiser is scheduled for 2nd March at the Village Hall. Court resurfacing is planned for March. The fencing and wall will need moving during the process. The Village Hall have been notified. So far £5.3k has been raised in grants.

2324/116 To receive an update on the following standing agenda items and agree any necessary action:

- a) Park Field (MW)
Nothing to report.
- b) Playground (MW)
Nothing to report.
- c) Sports Club (MB) - Including an update on the location of the PC bins in the car park.
The discussions about the bins are ongoing. There are no recycling bins at present. A beer festival is planned for March 22nd/23rd. Thanks to Cllr Ward for his expert help.
- d) Bardsey Field (JJ)
The hedge cutting policy of the East Keswick Wildlife Trust is to benefit wildlife. David Smith from EKWT believes that the majority of visitors to EKWT sites visit on foot.
- e) Local Care Partnership Development (MB)
Leg club at Wetherby that started in May 2023, a success. Now has 34 members all referred to it by their GP practice. Many patients/members do not think that it will be for them, but after their first session are keen to return. Club now has a foot care nurse, care chair aerobics and occasional speakers e.g. fire service. Refreshments are available. Now looking to start raising money for additional equipment, but do not have a bank account, which is proving something of a barrier.
Some discussion on the role of private care providers in the LCP. Decided not to include them formally in the network meetings.
Dementia network meeting planned for 31/01/2024)
- f) Bardsey cum Rigton Neighbourhood Plan (ES,DD,LF,MB)
Nothing to report.

2324/117 To consider matters requested by councillors/Clerk and agree any necessary action:

- a) To consider undertaking maintenance work to the adopted Telephone Kiosk on Church Lane.
It was agreed to find a contractor to undertake maintenance work.

2324/118 Planning matters

- a) To consider and decide upon the following applications:

Application Ref	Address	Proposal
23/07528/FU/MIN	Sheepcote Barn 23 Blackmoor Lane	Excavation of four wildlife ponds and associated spoil spreading Neutral

24/00026/FU/NE	Joleen 32 Blackmoor Lane	Part single storey, part two storey extension, with rooflight and flue, to rear; new bay window to front Neutral
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b) To note decisions made by LCC:

- i. Approvals
 - 23/06760 Scarcroft Golf Club
 - 23/05890 8 Second Avenue
- ii. Refusals
- iii. Withdrawn
 - 23/02802 Rigton Carr Farm, Wike Lane
- iv. Appeals

2324/119 To adopt the following policies and procedures:

- a) Grant Award Policy
 - Clerk to circulate draft Policy for Councillors comments ahead of next meeting.

2324/120 To consider correspondence received and agree any necessary action

An email from the Hedgehog Highways Project. It was agreed to support this project. JJ to research further.

2324/121 To receive an update from Parish Councillors

The Environment Agency have not replied over the fallen tree across the beck in Park Field.

2324/122 To notify the clerk of matters for inclusion on the agenda of the next meeting

2324/123 To confirm the date of the next meeting as 21st February 2024 at 7pm

The next meeting was confirmed as 21st February 2024 at 7pm.



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Appendix 1

**Schedule of Payments
JANUARY 2024**

Below is a list of payments to be approved:

Payee	Details	Amount
Biffa Waste Collection	Monthly charge (DD)	77.15
CLlr Ward	Skip Hire + incidentals for Park Field	346.36
BT	Wi-fi	52.98
V Forbes	Salary (including back dated pay award)	TBC
HMRC	Tax and NI	TBC
NEST	Pension (DD)	TBC

Appendix 2

Financial Report

Bank Reconciliation

Prepared by: Victoria Forbes, Responsible Finance Officer

Date prepared: 18th December 2023

Balance as per bank statement at 14th December 2023

BANK STATEMENTS		
Community Account as at 12 th January 2024	£49,942.89	
Business Premium Account 30094013 as at 12 th Jan 2024	£0.00	
Business Premium Account 10750816 as at 12 th Jan 2024	£18,145.06	
Total		£68,087.95
Less unrepresented payments from 2021/2022	£10.00	
Closing balance as at 12 th January 2024		£68,077.95
CASH BOOK		
Opening balance as at 1st April 2023	£50,910.60	
Add receipts (Precept £40,729, Sign refund £250.00, LCC MICE Grant £1,500, LCC Skip £284.40, Interest £148.80, Rent £765.00 VAT £1320.78)	£44,997.98	
		£95,908.58
Payments to date	£27,830.63	
Cash book closing balance as at 14 th December 2023		£68,077.95

Financial Update

The table below shows the Parish Councils expenditure to 12th January 2024 against the budget.

Budget Heading	2023-2024 Budget	2023 -2024 Current expenditure
Clerk Salary	11500	9274.19
Clerks'/Cllrs' Expenses.	100	156.65
Gen. Admin.	300	199.00
Audit	500	504.00
Subscriptions/Membership	850	766.59
Playground	1000	114.00
Park Field	2000	1822.10
Grants	5000	3000.00
Asset Maintenance	1000	345.00
Waste Collection	1500	1025.09
IT	1000	796.35
Flower tubs	150	100.85
Insurance	1300	1401.87
Grass Cutting	5000	1200.00

Grounds Maintenance		4050.00
Remedial work in village	2000	0.0
Coronation	133.81	133.81
Public Rights of Way project	3000	
Information Board	500	250.00
WI FI	300	184.89
Village Meeting Place		74.00
General reserves	10000	
Earmarked reserves	15000	
Total		£25,798.01

Please note: The difference to the expenditure amount on the bank reconciliation is due to the VAT



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Appendix 3

Budget 2024 - 2025

Budget Heading	2023-2024 Budget £	2024-2025 Budget £
Clerk Salary	11500	12,500
Clerks'/Cllrs' Expenses.	100	200
Gen. Admin.	300	300
Audit	500	550
Subscriptions/Membership	850	900
Playground	1000	2000
Park Field	2000	2000
Allotments		1000
Grants	5000	5000
Asset Maintenance	1000	1000
Waste Collection	1500	1600
IT	1000	1000
Flower tubs	150	220
Insurance	1300	1550
Grass Cutting	5000	1300
Grounds Maintenance		5400
Remedial work in village	2000	2000
Coronation	133.81	
Public Rights of Way project	3000	
Information Board	500	
WI FI	300	600
Village Meeting Place		5000
Chair's Allowance		100
Training		250
Total		£44,470
General reserves	10000	30000
Earmarked reserves	15000	13,500
Cil reserves	5701.90	5701.90