

## BRIGHTWALTON PARISH COUNCIL

Annual General Meeting Held on Wednesday 5<sup>th</sup> July 2017 at 8pm in the Village Hall

### Present

Shaun Orpen	Chairman	Jackie Boxall	Councillor
Polly Swann	Councillor	Sarah Youldon	Clerk
Mike Cooper	Councillor	Parishioners	2
Tim Wyatt	Councillor		

### Apologies

Sue Sayers	Councillor	John Draper	PCC
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Minutes of the Last Meeting	Action
<ul style="list-style-type: none"> <li>▪ The minutes of the May meeting were agreed and signed.</li> <li>▪ There were no declarations of interest.</li> </ul>	
<b>Matters Arising</b>	
<ul style="list-style-type: none"> <li>▪ <b>B4494 Speed Limit Review:</b> Two residents from the Holt presented the draft Speed Review hearing PowerPoint presentation, the Councillors agreed that this made a good case and thanked the residents for putting this together. A Racher to update the presentation with suggested amends and send on to S Youldon to request feedback from the District Councillor Clive Hooker.</li> <li>▪ <b>Dunmore Pond Signage:</b> T Wyatt presented two Dunmore Pond sign designs, V5 was approved with some minor text amends. T Wyatt to update and send for final approval before forwarding to the printers.</li> <li>▪ <b>Village Working Party:</b> Date of Sunday 8<sup>th</sup> October agreed for the Village Working Party, starting at 10am with refreshments and lunch at 12.30. S Youldon to put notice in Brickleton News, website and notice boards. Task list to be agreed at September meeting.</li> <li>▪ <b>Village Hall Car Park Improvements:</b> Thank you to M Cooper for the much needed repairs to the village hall car park speed bump and pot holes.</li> <li>▪ <b>Section 106 Money:</b> There is £2,258.83 of Section 106 money remaining, the Dunmore Pond sign will cost £552.00 (exc VAT) including installation. Leaving £1,706.83; suggestion of installing owl boxes in the village complete with a web cam to feed to the village website, was put forward and agreed. S Youldon to make arrangements for a survey to be carried out and obtain costings. Request for a lawn mower for mowing the village playpark, this is currently being done by T Wyatt with his own equipment. S Youldon to obtain costings, check storage options and feedback. Suggestion of installation of a commercial dishwasher in the village hall to support the plan of more village events. S Youldon to speak with VH Committee and obtain costings.</li> <li>▪ <b>Concert:</b> A very successful Cantemus Concert in the Church followed by Fish &amp; Chips in the hall was held in June raising £279.34 for the Church Re-development project – ASPIRE. S Youldon to write a cheque once an account has been set up for these funds.</li> <li>▪ <b>Pop Up Drinks:</b> The Pop Up Drinks to date has raised £355.96, an official spreadsheet recording takings and hosts has now been set up and will be passed from one host to another, all money raised in the excess of the £40 float will be passed to S Youldon to pay into the PC Account to be held separately for the pre-fete party. The drinks prior to the fete this year was very successful and proposals have been put forward for the money to be used towards entertainment, food etc. Money will be held by the PC for this purpose.</li> <li>▪ <b>Facebook:</b> New usage guidelines have been put together in line with other Parish Council Facebook pages. These were agreed and will be added to the 'About Us' page. S Youldon &amp; J Boxall to update.</li> <li>▪ <b>Brickleton News Articles:</b> J Draper is writing up an article on the Church Re-development project and the presentation that will be held on the 20<sup>th</sup> September at the school. S Youldon to provide photos and write up on the village concert.</li> </ul>	<p>AR SY</p> <p>TW</p> <p>SY</p> <p>SY</p> <p>PCC SY</p> <p>SY</p> <p>JB / SY</p> <p>JD SY</p>

<p><b>Planning</b></p> <p>17/01563/HOUSE –Windy Ridge, The Green – Revised application for rear and side extension, new roof, new car port and new entrance. PC had requested ridge height measurements prior to the meeting as existing and as proposed along with those of the neighbouring properties for comparison. Architect was only able to supply those for Windy Ridge, PC noted on the response that this needed to be checked to ensure the proposal doesn't exceed that of the highest neighbour. PC also raised the point that the plans still seemed to contradict the planning framework guidelines that were quoted in the original application refusal notice (17/00179), this was brought to the attention of the planning officer on the response, together with a note stating that as per the new Parish Plan the PC does have a preference for natural materials. S Youldon to return the response.</p> <p>17/01614/HOUSE – Wheatland Cottage, The Green – Proposed two storey extension and felling of a falling oak tree. PC has responded with No Objections.</p>	<p>SY</p>
<p><b>Parochial Church Council Update</b></p>	
<ul style="list-style-type: none"> <li>▪ The recruitment of the new Vicar continues as planned, the materials for the advert will be put together by late July, with a short list and interviews expected in October.</li> <li>▪ There will be a Harvest Service on the 24<sup>th</sup> September this year, not a full Harvest Festival as previous years.</li> <li>▪ A name of ASPIRE has been put together for the Church Redevelopment project – All Saints Project in Reaching Everyone. A public consultation will be held in the School on the 20<sup>th</sup> September at 7.30 with refreshments, this is a huge project for the village and the team along with the PC would like to see as many Parishioners as possible and encourage all to get involved. Flyers with full details will be going out in the September Brickleton News. S Orpen to obtain a copy for S Youldon to upload on to the village website.</li> </ul>	<p>SO SY</p>
<p><b>Finance</b></p>	
<p>Current account balance as of the 04/07 £7,503.84 Business account balance is £6,786.13 This following payments have been made:</p> <p>Chq 665 23/05 – Imprint – May Brickleton News £65.00 Chq 665 23/05 – Imprint – Parish Plan Printing £252.00 Chq 666 26/05 – W Lyford – 5 weeks mowing £310.00 Chq 667 05/06 – J Stiles – Playground Rail Repair £39.00 (\$106 Money) Chq 668 05/06 – Came &amp; Company Insurance (2<sup>nd</sup> Year of 2 Deal Contract) £340.86 Chq 673 20/06 – Oxford Diocese – Field &amp; Village Hall Rental £549.60 SO 04/07 – S Youldon Clerk Wages Apr – June £320.00 SO 04/07 – HMRC Q1 PAYE Apr – June £80.00</p> <p>The following cheques were agreed and signed at the meeting:</p> <p>Chq 675 05/07 – BALC Membership Fee £97.70 Chq 676 05/07 – S Youldon Expenses March – June £53.82 Chq 677 05/07 – Thirsk Payroll Admin Q1 £16.25</p> <p>The following transfers from the Business to Current Account have been made:</p> <p>05/06 –\$106 Money for playground rail repair £39.00</p> <p>Concert Receipts &amp; Payments: The £279.34 Profit from the Concert will be paid to the Brightwalton ASPIRE fund – cheque to be issued once fundraising account has been set up.</p> <p>The total of money taken was £900.50, the concert costs were as follows:</p> <p>Chq 669 10/06 – Camaras Fish &amp; Chips £299.40 Chq 670 10/06 – Cantemus Concert Fee £150.00 Chq 671 12/06 – S Youldon Concert Expenses £73.89 Chq 672 12/06 – Arkells Brewery £104.59 Chq 674 12/06 – Brightwalton Village Hall Hire £18.00</p> <p>There is £24.72 worth of VAT that the PC will claim back in January 2018.</p>	

The 2016/17 Accounts were submitted to the external auditor on the 16 <sup>th</sup> May. The open period for public inspection as advertised started on the 5 <sup>th</sup> June and ends 14 <sup>th</sup> July. All the account documents have been posted on the Parish website and once returned, the full audit complete with the external auditors sign off will be posted too.	SY
<b>Any Other Business</b>	
<ul style="list-style-type: none"><li>▪ It was noted that the internet access to the Village Hall in line with the Way Leaver Agreement providing the free installation and 2 years' service still hasn't been provided by Gigaclear. S Youldon to follow up.</li><li>▪ Friends of Brightwalton Primary school are holding Brightwalton Walk on Sunday 1<sup>st</sup> October to raise funds for the school. There is an option to take part in either a 1.5 or 5 mile circular walk with refreshments and BBQ after. Entrance fee of £5 or £15 per family, full details on the village website, Facebook page, notice boards and in the Brickleton News.</li><li>▪ Suggestion that the PC and Primary School apply for the Woodland Trust free trees scheme. PC agreed in principle but need to look at where and what type of trees, S Youldon to discuss further with F Racher and feedback.</li><li>▪ The September meeting was changed to the 4<sup>th</sup> September.</li></ul>	SY    SY

**The remaining 2017 meetings will be held:**

4<sup>th</sup> September and 13<sup>th</sup> November