

Minutes of the Pannal and Burn Bridge Parish Council Meeting

held in the Function Room of Pannal Village Hall

7.00pm on Thursday 9th February 2023

All meetings of the Parish Council are open to the Press and Public

Present: Cllr Howard West (Chairman) and councillors Dave Oswin, Cathy Burrell, Steve Cobb and Andrew Farrar with NYCC Cllr John Mann in attendance

- 1 /02.23 Apologies (with authorisation) for absence** - provided and given for Cllr Cliff Trotter.
- 2 /02.23 Declarations of interest** – there were none.
- 3 /02.23 Opportunity for public comment for items not on the agenda** – Cllr John Man informed the meeting with regard to the application of “20’s Plenty” speed limitation and the current stance taken by the local authorities which is determined by, amongst other reasons, budgetary constraints. In the light of the recent and local tragic accident, councillors were committed to this initiative and in particular in the vicinity of community schools. The Parish Council will write to Karl Battersby (Director at NYCC) and the Police, Fire and Crime commissioner with appropriate comments
- 4 /02.23 Approval of Minutes of 12th January 2023** – these were APPROVED and signed.
- 5 /02.23 Decision made to APPROVE payment for room hire for ladies’ self-defence classes at PVH.**
- 6 /02.23 King Charles’ Coronation Event (Sunday 7th May)** – Cllr Cathy Burrell confirmed that an initial committee meeting will be held following conclusion of the Parish Council meeting and that the Cow Corner bar / ice cream van had been booked with councillors’ APPROVAL for the booking of 4xportaloos in addition to ear-marking a maximum sum in support of this event. Whilst the Parish Council is happy to contribute it is hoped that the acquisition of grant funding would largely support the event. Local businesses would be approached in seeking support / sponsorship. Insurance requirements would be sought regarding the possible provision of a bouncy castle and unanimous support was given to any funds raised going towards the families of two local boys recently involved in an accident. The volunteer members who had come forward indicating their commitment to the organisation of, and responsibility for, this event was much appreciated.
- 7 /02.23 Update regarding the draft “Community and Resilience Plan”** – Cllr Andrew Farrar confirmed that responsibilities for the document had been split between members of the group and that existing plans were being used on which to model P&BB PC’s Plan and that a draft plan was currently being assembled with a further update at the March meeting.
- 8 /02.23 Procedure for reimbursement of councillors’ expenses** – clerk confirmed the imperative that councillors are reimbursed in a timely manner and that – following approval at Parish Council meetings for agreed expenditures – this would be initiated within 2-3 days of receipt of paperwork.
- 9 /02.23 Update regarding councillor vacancy co-option** – Chairman informed that there were two people who might possibly be interested. Clerk to ascertain if the councillor body could be increased by one given the increase in housing since the Parish Council’s inception.
- 10/02.23 Appointment of internal auditor** – the continued appointment of the last two years’ auditor was approved.
- 11/02.23 Consideration of a) estimated end of year 2022/23 finance report and b) proposed budget for new year 2023/24** – clerk had previously circulated annotated reports to councillors with any new year budgets / increases to be considered at the April meeting following conclusion of the current financial year.

12/02.23 Use of contractor for parish weed clearance – it was noted that there is no cost increase in the quotation received (£441) since the work was undertaken at the end of 2021 with councillors' APPROVAL for this to be undertaken in the financial year 2023/24.

13/02.23 Finances

- a. Expenditure APPROVED for remote NALC "Emergency Planning" training (3 attendees: £156)
- b. New finance year renewal APPROVED for annual membership for CPRE (£36) and Civic Society (£50)
- c. The current account and bank statement as at 9th February 2023 were approved by email and signed off by Cllrs West, Oswin, Burrell and Farrar.
- d. The payment of invoices and expense claims received at 9th February were approved and signed off by Cllrs West, Oswin, Burrell and Farrar by email and which included Zoom monthly subscription £14.39 / Dropbox monthly subscription £9.99 / clerk's gross salary

Jane Marlow
Parish Clerk
10th February 2023

Jane Marlow
Parish Clerk