

Dishforth Parish Council

Chairman: Cllr Anne Sturzaker

Parish Clerk: Jill Davis

e-mail: parishclerk@dishforthpc.org.uk

A Meeting of the **DISHFORTH PARISH COUNCIL** will be held IN THE VILLAGE HALL, MAIN STREET, DISHFORTH YO7 3JU on **TUESDAY 13th of JUNE 2023 AT 7.30PM.**

All Members are summoned to attend. Parishioners and members of the public are very welcome.

AGENDA

The Council, members of the public, and the press may record/film/photograph or broadcast this meeting when the public and the press are not lawfully excluded. This does not extend to live verbal commentary. Any member of the public who attends a meeting and objects to being filmed should advise the Parish Clerk who will instruct that they are not included in the filming.

1.	E163	Welcome by the Chairman:
2.	E164	Apologies for absence: to receive and note apologies Cllr Williams - Holiday
3.	E165	Dispensations: to consider requests and Declarations of Interest to receive Pecuniary and Non-Pecuniary Interests from Cllrs on items to be considered at this meeting.
4.	E166	To approve the minutes of the Extraordinary Parish Council Meeting held on the 2nd OF May 2023
5.	E167	To approve the minutes of the Annual Parish Council Meeting held on the 9th OF May 2023
6.	E168	Public Participation Session: for the public to talk to Cllrs about items only on the agenda
7.	E169	Reports: to receive reports 7.a Councillor Report
8.	E170	Reports From: Committees/Representatives of other Committees/Groups/Meetings: to receive reports and proposals/requests and considerations and agree on any actions needed: 8.a To update members on DISHFEST 2023 and to consider any actions (Cllr Sturzaker) 8.b For members to consider any actions arising from the recent meeting between Yorkshire Water and the parishes affected by the flooding (Cllr Sturzaker) 8.c For members to consider any actions relating to the newly installed large rubbish bins (Cllr Sturzaker)
9.	E171	Clerk's Report: Items received after the publication of the agenda or for items needing discussion To update members on the following: 9. Items circulated to members 9.a To update members with the telephone meeting with the Commuted Sums Officer.
10.	E172	Correspondence Report: Items received after publication of the agenda or for items needing discussion 10.a For members to consider any action from the correspondence received concerning Soppa Gutter.
11.	E173	Administration: parish clerk to inform/update/consideration 11.a For members to consider the date for the Commuted Sums topic working party 11.b For members to consider becoming joint members with the VH of Community First Yorkshire £60.00 plus VAT per annum. 11.c For members to consider meeting with PC Spittlehouse on 16/06/2023 at 6.00pm in the Pavilion. 11.d For members to consider approving the suggested recommendations made by the working party concerning the cemetery. 11.e For members to consider approving the parish clerk write to all funeral directors – to remove all surplus diggings from the cemetery (Cllr K West)
12.	E174	Playing Field and Sports Pavilion Matters: 12.a For members to note the report from The Grounds Management Association concerning assessing the current state of the cricket pitch. 12.b For members to approve Mr M Atkin's expenses of £108.23 12.c To inform members of the cost implication of the work involved in going through the PF & SA paperwork. 12.d For members to consider a date for the PF & SA to meet (July – is the suggestion)
13.	E175	Financial Matters: 13.a To inform members that a VAT Reclaim has been requested for £1346.82

		<p>E17613.b To inform members that the Cemetery Grant request has been emailed to NYC for 2021 -2023 £882.50</p> <p>13.c To inform members that the Laptop has been purchased for £799.99</p> <p>13.d For members to consider the offer price from IP9IT Services for the HP laptop £60.00</p> <p>13.e To minute that the Elkerlodge Booking Services invoice for £230.00 has been paid via cheque signed by Cllrs Sturzaker and Reid on 23/05/2023 (no emergency powers needed as the invoice had been previously approved)</p> <p>13.f To inform the members that the signatories for the Business Premium Account are Cllrs Sturker, Reid and G West.</p> <p>13.g To update the members with the information concerning the transfer of funds between the PC's bank accounts.</p> <p>13.h To update the members with the Bank Reconciliation for April 2023 – Balances</p> <p>13.i To inform the members that the Resetting of the Budget for 2023 – 2024 will be ready for consideration at the September 2023 meeting.</p> <p>13.j For members to consider approving Parish Clerk's expenses for May £928.43 (inc VAT)</p> <p>13.k To update members with the Bank Reconciliation for May 2023 £33,972.43 - Balances</p>																																
14.	E176	<p>Planning Matters:</p> <p>Planning Decisions:</p> <p>14.a Forge Cottage, Dishforth. Y07 3LU. Permission Granted 15/05/2023</p> <p>14.b 1, Mowbray Avenue. Dishforth.Y07 3LQ. Permission Granted 21/05/2023</p> <p>Planning Applications:</p> <p>To inform members that extensions were requested for both 14.c and 14.d – to date no replies have been received and upto 08/06/2023 both planning applications are staged at registered.</p> <p>14.c Town End, Dishforth. Y07 3LP. 6.26.391.FUL/ZC23/01463/FUL Proposed rear sun lounge and refurbished connecting lobby/front porch.</p> <p>14.d 1, Thornfield Avenue, Dishforth.Y07 3LX. 6.26.367.A.FULZC23/0108/FUL Proposed first-floor extension</p>																																
15.	E177	<p>Grass Cutting Matters:</p> <p>15.a For members to consider any action relating to the current Grass Cutting Tender – Farm and Land Services Ltd</p> <p>15.b For members to consider approving Invoice 6441 from Farm and Land Services Ltd for £868.00+VAT.</p> <p>15.c For members to consider exploring the possibility of the council employing their maintenance person to carry out grass-cutting and other duties as required (Cllr Reid)</p>																																
16.	E178	<p>Parish Clerk/RFO Matters:</p> <p>16.a For members to consider approving the mileage rate of 0.45p per mile</p> <p>16.b For members to consider funding the parish clerk's ILCA Training £120.00 + VAT (Cllr Reid)</p> <p>16.c To formally minute that Jill Davis has been appointed the RFO – in accordance with Section 151 of the LGA Act 1972 (Annual legal requirement) for 2023 -2024</p>																																
17.	E179	<p>End of Year Accounts 2022 -2023:</p> <p>17.a To update and discuss the Financial Overview 17.a1 Chairman's Overview</p> <p>17.b To update and discuss the Accounts</p> <p>17.c To update and discuss the Explanation of Variances</p> <p>17.d To update and discuss the Bank Reconciliation</p> <p>17.e To update and discuss the Internal Audit Report and the Completion of Form 2 AGAR</p> <p>17.f To update the members of the Internal Audit Report from 2021 -2022</p> <p>17.g For members to consider approving the Certificate of Exemption AGAR Form 2</p> <p>17.h For members to discuss and consider approving Section 1 – Annual Governance Statement</p> <p>17.i For members to consider approving Section 2 of the Accounting Statements</p> <p>17.j For members to consider approving the Dates of Notice of Public Rights and Publication Monday 03/07/2023 – Friday 14/07/2023</p>																																
18.	E180	<p>Payments to Consider: May 2023 Payments</p> <table border="0"> <tr> <td>A 100153 Elkerlodge Booking Services – Internal Audit</td> <td>£230.00</td> <td></td> <td>£230.00</td> </tr> <tr> <td>B 100154 Mr Mark Atkin – Expenses for work on the Playing Field</td> <td>£90.19</td> <td>£18.04</td> <td>£108.23</td> </tr> <tr> <td>C 100155 Mr A Gould – IT Support</td> <td>£311.00</td> <td></td> <td>£311.00</td> </tr> <tr> <td>D 100156 Farm & Land Services Ltd – Grass Cutting</td> <td>£868.00</td> <td>£173.60</td> <td>£1041.60</td> </tr> <tr> <td>E 100157 PEST TEC – Removal of Vermin</td> <td>£103.00</td> <td></td> <td>£103.00</td> </tr> <tr> <td>F 100158 – Jill Davis – May 2023 Salary</td> <td>£722.46</td> <td></td> <td>£722.46</td> </tr> <tr> <td>G 100159 – Jill Davis – May 2023 Expenses</td> <td>£789.23</td> <td>£139.17</td> <td>£928.40</td> </tr> <tr> <td>TOTAL:</td> <td>£3113.88</td> <td>£330.81</td> <td>£3444.69</td> </tr> </table>	A 100153 Elkerlodge Booking Services – Internal Audit	£230.00		£230.00	B 100154 Mr Mark Atkin – Expenses for work on the Playing Field	£90.19	£18.04	£108.23	C 100155 Mr A Gould – IT Support	£311.00		£311.00	D 100156 Farm & Land Services Ltd – Grass Cutting	£868.00	£173.60	£1041.60	E 100157 PEST TEC – Removal of Vermin	£103.00		£103.00	F 100158 – Jill Davis – May 2023 Salary	£722.46		£722.46	G 100159 – Jill Davis – May 2023 Expenses	£789.23	£139.17	£928.40	TOTAL:	£3113.88	£330.81	£3444.69
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19.	E181	<p>The next date of the PC Meeting is Tuesday the 11th of July 2023 In the Village Hall – start time 7.30pm.</p>																																
20.	E182	<p>Temporary exclusion of press and public: Pursuant to the Public Bodies (Admission at meetings) Act 1960 the Public and Press be excluded from the meeting due to the confidential nature of the business to be discussed</p>																																
21.	E183	<p>Employment Matters:</p> <p>21.a For members to consider approving the overtime for May 2023 -28 hours</p> <p>21.b For members to approve the Chairman signing the correspondence for overtime to SALC</p>																																

Jill Davis Parish Clerk

Dated: 08/06/2023