

**Minutes of the Annual Melbecks Parish Council meeting held on Thursday May 19th 2022 at Low Row Institute**

The Annual Melbecks Parish Council meeting was held on Thursday May 19<sup>th</sup> 2022 at Low Row Institute. Present were Councillors Silver and Lloyd with Cllr R. Alderson presiding. The Clerk was Miss N. Adams.

1. All were welcomed to the meeting, with a particular welcome for the new Parish Councillor, John Lloyd and returning Parish Councillor Andrew Silver. All councillors have completed their Declaration of Acceptance of Office, Business Interest and Expenses forms, which the clerk will return to Richmondshire District Council.

2. Apologies for absence: Apologies were received from County Councillor Yvonne Peacock.

3. Election of Officers: Chair: Cllr Alderson was nominated as Chair by Cllr Silver. This was seconded by Councillor Lloyd. There were no other nominations, and this was unanimously agreed.

Vice-Chair: Councillor Lloyd was nominated as Vice-Chair by Councillor Silver, this was seconded by Councillor Alderson and unanimously agreed. There were no other nominations.

4. Declaration of Interests: There were none declared.

5. Minutes of the last meeting: The minutes of the last meeting, held on 24<sup>th</sup> March 2022 were agreed to be a correct record, and these were signed by the Chair.

6. Matters Arising.

There were no matters arising.

7. Finance

a) Audit

(i) Certificate of Exemption: The Council unanimously approved the Certificate of Exemption, and this was signed by the Chair and the Responsible Financial Officer.

(ii) Annual Internal Audit Report: The council received and noted the Annual Internal Audit Report.

(iii) Annual Governance Statement: The Annual Governance Statement was unanimously approved by the Council and signed by the Chair and Clerk.

(iv) Accounting Statements: The Accounting Statements were considered and approved and signed by the Chairman and Responsible Financial Officer/Clerk.

c) Financial risk assessment: The council reviewed and unanimously adopted the Financial Risk Assessment.

d) Financial Statement: The council reviewed and approved the Financial Statement.

e) Order to pay – Gunnerside Village Hall: An order to pay and a cheque was signed for £30 for Gunnerside Village Hall. The clerk will send this to the Treasurer of Gunnerside Village Hall.

f) Order to pay – Low Row Institute: An order to pay and a cheque was signed for £30 for Low Row Institute. The clerk will send this to the Treasurer of Low Row Institute. It was noted that following the recent election, amendments are needed to the signatories on the bank account. The clerk will arrange this, however in the meantime existing signatories will be asked to sign the cheques.

9. Highways

a) Highways Reply: The council noted that the clerk has been advised that some work has been completed on the pothole at Strands.

The clerk was asked to report the following:

- i) Cattle Grid at Peat Gate- This is half full of debris, and it needs cleaning out as soon as possible.
- ii) Below the cattle grid at Peat Gate, there are some concerns about road dropping away on the left -hand side
- iii) At the bottom of Peat Gate, a cone has been positioned. It was agreed to find out what is happening here.

10. RDC

It was noted that following the recent election, there are now 2 vacancies on the Parish Council. It was agreed important to have representation from Gunnerside, and it was agreed

to include an advert in the Reeth Gazette as well as to include something on the Gunnerside Residents Facebook page. The clerk will do this.

#### 11. NYCC

There were no items.

#### 12. YDNPA

a) Rowleth End, Low Row: Planning application for the erection of single storey rear extension to dwelling/guesthouse at Rowleth End, Low Row. The council raised no comments or objections.

b) Barn west of High Row, Gunnerside: Planning application for conversion and extension of barn to create a one-bedroom holiday let at Barn west of High Row, Gunnerside. The council raised no further comments or objections.

#### c) Footpath concerns

The clerk was asked to report the following to YDNPA:

- i) The gate that leads to the bridleway up to Smarber and Laykin, Low Row is broken
- ii) The footpath out of Rowleth to Smarber has 2 double gates, which have been fastened, but should not be as this is a public footpath.

#### 13. Any other business

##### a) Melbecks Civil Emergency Plan, public meeting

The council noted that this meeting will be taking place on Thursday June 9<sup>th</sup> at 6.30pm.

b) Dales Police report April 2022. The council noted receipt of the Dales Police Report for April 2022, and this was read out.

c) YLCA – appointment of councillors to attend YLCA branch meetings in the area. The council noted receipt of this.

#### 11. Date of next meeting

It was agreed unanimously, as all the current councillors are from Low Row, the next meeting will be held in Low Row Institute on Thursday July 21<sup>st</sup> 2022 at 7.30pm

As there was no other business, the meeting closed at 8.40pm.