

## Newton Kyme cum Toulston Parish Council

### Minutes – ANNUAL COUNCIL MEETING

**Minutes of the Annual Council of Newton Kyme cum Toulston Parish Council meeting held at 7.15pm on MONDAY 30 MAY 2022 at St Andrew's Church, Newton Kyme.**

Present: Cllr A Jennings, Cllr R Cornforth, Cllr W Hibbs, Cllr Johnson, Cllr J Watson. Clerk to the Council, Georgina Ashton. There were no members of the public present.

*The meeting opened at 7.21pm*

22/1 To elect the Chairman of the Council and to receive the Chairman's Declarations of Acceptance of Office

**Resolution: to elect Cllr A Jennings as the Chairman of the Council for the next municipal year 2022/23. Unanimous.**

22/2 To elect the Vice Chairman and to receive the Vice Chairman's Declaration of Acceptance of Office

**Resolution: to accept that there are no nominations for Vice Chairman for the next municipal year and if required will be elected on the night from those council members present. Unanimous.**

22/3 To receive Apologies for absence

**Resolution: to accept and approve the reasons for absence from Cllr P Marsden. Unanimous. In addition, to accept his Declaration of Acceptance of Office asap and within 28 days of the election.**

22/4 To receive any Declarations of Interest from Members

*Members are invited to declare disclosable pecuniary interests and other interests in items on the agenda as required by Newton Kyme cum Toulston Parish Council for Members and by the Localism Act 2011.*

None

22/5 Public Participation Period

None

22/6 Reports from other authorities – District, County Councillors, Police.

On 5<sup>th</sup> May 2022, County Cllr Kirsty Poskitt was elected and both Cllr D Mackay and Cllr R Sweeting will continue as District Councillors for the parish until SDC ceases to exist, 31 March 2023. The Clerk informed the council members of the financial surplus at SDC and the possibility of the parish applying for funding up to £100,000 for a one-off project that requires little officer involvement from SDC or on-costs/maintenance costs. Ideally this would be a one-off capital investment into the local community. Liaise with Cllr Mackay and Cllr Sweeting for more information. (no formal application process).

22/6 To approve the Minutes of the last meeting held on Monday 28<sup>th</sup> March 2022.

**Resolution: to accept and approve the minutes of the last meeting held on Monday 28<sup>th</sup> May 2022 as a true and accurate record. Unanimous.**

22/7 Planning

- a. Applications **to be considered since the last meeting and acknowledged if date passed**
- b. Planning Decision Notices – **approved and declined**
- c. To consider any Planning Enforcement Issues

## Newton Kyme cum Toulston Parish Council

### Minutes – ANNUAL COUNCIL MEETING

#### 22/8 Staffing

- a. To consider recruitment of a Clerk – outgoing Clerk to provide contact details and email address to new Clerk.

**Resolution: To appoint Gaynor Brennan as the new Clerk as soon as possible.**

**Delegated responsibility to the Chairman to arrange a discussion and handover from the existing clerk. Unanimous.**

#### 22/9 Environment

- a. To consider any update on the VAS sign purchase.

**Resolution: to contact NYCC to chase up the installation of 2 new posts.**

**Unanimous.**

**Resolution: to complete the Customer pre-installation checklist as soon as confirmation of the posts to be erected is confirmed by NYCC. Unanimous.**

#### 22/10 Finance

- a. RFO Finance Report - *To approve the Bank Reconciliation to 01 May 2022 and to note budget monitor.*

	Balance at 31 March 2022			<b>£22,594.64</b>
	<b>Known financial commitments</b>			
01/04/2022	Clerk's salary: Q4 Jan-March		£368.80	
10/04/2022	DR: Bank charges to 10 April 2022		£10.00	
07/04/2022	Vision ICT: Annual subs for website hosting to April 2023		£198.00	
10/05/2022	DR: Bank charges to 10 May 2022		£10.00	
28/03/2022	YLCA: Annual subscription and membership invoice		£217.00	
28/03/2022	TWM Traffic Control Systems Ltd - 2x new VAS Signs		£9,357.25	
09/11/2021	chq no: 200143/150 - Dame Ursula Village Bread Fund donation		£400.00	<i>lost chq</i>
30/05/2022	chq no: 200151 - Clerk's salary: Q1 April to May		£242.56	
30/05/2022	Chq no: 200152 - Toilets - Organic Pantry for Jubilee event		£300.00	
<b>Totals</b>		£0.00	£10,161.05	
<b>YEAR END</b>	<b><i>Predicted balance at 30 May 2022</i></b>			<b>£12,433.59</b>
	<b>BUSINESS ACCOUNT</b>			

Balance brought forward at 01 April 2022 -

Business Account

£14,929.70

Total Predicted Balance - 31 May 2022

£27,363.29

- b. Payments - *To consider & approve the invoices for the payment schedule from 15 March 2022 to 31 May 2022.*

Schedule of payments include Clerk's salary for April and May £242.56, reissue of cheque to the Dame Ursula Bread Fund of £400 and the approx. quotation of £300 for toilets at the Queens Jubilee BBQ on Thursday 2<sup>nd</sup> June 2022.

- c. To consider the CIL spend of £6,946.65 and CIL report return to SDC.

**Newton Kyme cum Toulston Parish Council**  
**Minutes – ANNUAL COUNCIL MEETING**

22/12 To note Correspondence received (not specifically dealt with on this agenda)  
County Cllr Poskitt – noted above. Invite to the next meeting. Thanks for the Jubilee toilets. Some concerns raised from residents on St Andrews, Newton Kyme with regard to the management charges/contract. Council members are clear that this is a private matter and not something that the parish council can get involved with. Suggest an audit of the management contract and review of the S106 agreement by a 3<sup>rd</sup> party instructed by the residents, and referral back to developer if required, Redrow Homes.

22/13 To note Agenda Items for next meeting:  
Welcome the new clerk. VAS sign purchase. AGAR approval.

22/14 To confirm Date and time of next meeting – Monday 4<sup>th</sup> July 2022, 6pm at St. Andrews Church, Newton Kyme.

*The meeting closed at 7.59pm.*

Chairman: \_\_\_\_\_

signature

Date: \_\_\_\_\_