

**Minutes of the Ordinary Parish Council Meeting held on Monday 22 June 2020 at 19:00 hrs  
In accordance with The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority Meetings and Police and Crime Panels) Regulations 2020 this meeting was held remotely**

**Present:** Councillors A Jennings, R Cornforth, J Watson, D Johnson, E Wilson, R Hall, W Hibbs

**Clerk:** Vivienne Skinner

One member of the public joined the remote meeting.

Note: On 18 May the Council received a request from the Southbank Residents Committee seeking council support to resolve outstanding issues with the developer.

The member of the public addressed the Council on behalf of the Southbank Residents Committee, providing an update on outstanding concerns:-

- Residents presented a defects list to the developer in 2019. A meeting took place in October 2019; the defect list was updated in February 2020, and further updated this month.
- The developer has passed responsibility for outstanding issues to the development Management Company. The residents are challenging the handover, they believe the defects should have been cleared prior to handover. Residents are also not happy with the service charge for the development.
- Selby District Council Planning are believed to be seeking legal advice on one planning issue. It is not clear whether Selby Planning have 'signed off' all the planning conditions.
- Residents have sought the support of Cllr. MacKay, Tadcaster Town Council. He has undertaken to clarify the position with Selby Planning.
- Residents remain unhappy with the playground equipment, which is not as stated in the original plans for the development. Residents have noted the Council's earlier decision to consider using CIL funds towards upgrading the play equipment and requested an update.
- Sustrans route 665 across the viaduct bridge – residents are concerned the bollards provided by Sustrans do not stop access by motorcycles and quad bikes.

Cllr. Jennings thanked the resident for the update. In response to the request received on 18 May the Council contacted the developer; the management company, Selby Planning, and Sustrans. A response is outstanding from Selby Planning. The issues raised by the residents will be discussed under Agenda items 50/20 and 51/20.

**47/20 Apologies**

None received

**48/20 Declarations of Interest**

None declared

**49/20 Minutes of Last Meetings**

To approve the minutes of the ordinary Parish Council meeting of 18 May 2020

**Resolved: That the minutes be accepted as a true record of the meetings.**

**50/20 Request for support made on behalf of the Southbank Residents Committee to resolve issues relating to the development. To consider:-**

**(a) Response received from the developer and management company to issues raised by residents**

The Council considered the points raised by the residents and the responses from the developer and management company. The Council will instruct the Clerk to write to the Head of Planning, Selby for clarification on any outstanding planning issues and to establish whether all planning conditions have been formerly 'signed off' by Selby Planning.

The concerns the residents have with the handover to the Management Company and the service charges are commercial issues to be taken forward by the residents.

**Resolved: Clerk to write to the Head of Planning, Selby for clarification on outstanding issues and the 'signing off' of the planning conditions.**

**(b) Update on the provision of signage to discourage dog fouling on the viaduct path to the A659**

The Management Company has confirmed they will consider the provision of dog fouling signs throughout the

development.

**(c) Response from Sustrans concerning bollards on the Sustrans route 665**

The response from Sustrans and a range of other interested parties, has not identified an ongoing problem with use by motorcycles, or quad bikes. Sustrans has installed a total of 5 bollards on the new section of the route. It is acknowledged that there had been one or two incidents earlier in the year. The Southbank Management Company will be working with the PCSO's to identify any problems. Cllr. Wilson is also going to renew contact with the Tadcaster PCSO.

- 51/20 **Community Infrastructure Levy (CIL) - to receive an update on the list of local priorities for the spending of the CIL funds and agree action**  
**a) Provision of play equipment to Southbank** – the developer has stated the replacement cradle swing has the necessary safety certificate, and is seen as a safer alternative to the rope type swing. No further works are proposed. The Council will contact the Management Company for further information to inform a decision on whether to allocate CIL funding for play equipment.  
**b) Seat by the pond** – Cllrs. Hibbs and Hall to report back on possible locations, all would have to be agreed with the Highways Dept.  
**c) Provision of a VAS (Vehicle Activated Sign)** – Cllr Hibbs has a meeting with Highways Dept. on 24 June to discuss.
- 52/20 **To receive an update on the options to improve road safety on the A659 and to consider further action.**  
 See agenda item 51/20 (c) for provision of a VAS.  
 Cllr Hibbs will contact Highways to discuss ways to improve the entrance to Southbank, and to consider road safety improvements for children being dropped off by the school buses on the opposite side of the road.  
 Cllr Wilson will open discussions with the Southbank Management Company to provide signage to raise awareness of children playing.
- 53/20 **To review the monthly figures and spending to date (previously circulated) in line with the agreed Annual Budget and 3 year Business Plan**  
**Resolved: Monthly figures noted.**
- 54/20 **To note the Annual Internal Audit Report for 2019/20 included at page 4 of the Annual Governance and Accountability Return 2019/20**  
**Resolved: That the Annual Internal Audit Report for 2019/20 included at page 4 of the Annual Governance and Accountability Return 2019/20 be noted**
- 55/20 **To approve Section 1 – Annual Governance Statement 2019/20 for Newton Kyme cum Toulston Parish Council on page 5 of the Annual Governance and Accountability Return 2019/20**  
**Resolved: That Newton Kyme cum Toulston Parish Council approved Section 1 Annual Governance and Accountability Statement 2019/20 for Newton Kyme cum Toulston Parish Council on page 5 of the Annual Governance and Accountability Return 2019/20**
- 56/20 **To approve Section 2 – Accounting Statements 2019/20 for Newton Kyme cum Toulston Parish Council on page 6 of the Annual Governance and Accountability Return 2019/20**  
**Resolved: That Newton Kyme cum Toulston Parish Council approved Section 2 Annual Governance and Accountability Statement 2019/20 for Newton Kyme cum Toulston Parish Council on page 6 of the Annual Governance and Accountability Return 2019/20**
- 57/20 **To approve the publication of documents required by Accounts and Audit Regulations 2015, the Local Audit (Smaller Authorities) Regulations 2015, SI 2020/404 The Accounts and Audit (Coronavirus) (Amendment) Regulations 2020 and the Transparency Code for Smaller Authorities**  
**Resolved: That, in accordance with the Accounts and Audit Regulations 2015, the Local Audit (Smaller Authorities) Regulations 2015, SI 2020/404 The Accounts and Audit (Coronavirus) (Amendment) Regulations 2020 and the Transparency Code for Smaller Authorities, Newton Kyme cum Toulston Parish Council will publish the following documents on a public website:**  
**Certificate of Exemption**  
**Annual Internal Audit Report 2019/20**  
**Section 1 – Annual Governance statement 2019/20**

Section 2 – Accounting Statements 2019/20 page 6

Analysis of Variances

Bank Reconciliation to 31 March 2020

Notice of the period for the exercise of public rights and other information required by Regulation 15 (2), Accounts and Audit Regulations 2015

58/20 **To approve the Independent Internal Auditor report for 2019/20**  
**Resolved: that the report is accepted**

59/20 **To consider amendment to the Financial Regulations**  
 Clerk to continue enquiries with the Bank on options for the control of electronic payments

60/20 **To approve payments and receipts in accordance with the budget**  
**(a) Payments approved since last full meeting 18 May 2020**

Date	Payee	Electronic/chq	Detail	Amount £
08.06.20	Mr I Scott	EP00071	Internal Audit report 2019/20	75.00

**(b) Payments for approval 22 June 2020**

Date	Payee	Electronic/chq	Detail	Amount £
30.06.20	Mrs V Skinner	EP00072	June salary	126.95
06.07.20	HMRC	EP00073	PAYE 1 <sup>st</sup> quarter 2020/21	95.00
06.07.20	J&J Hurren	EP00074	Grass cutting verges	240.00
31.07.20	Mrs V Skinner	EP	July salary	*tba
31.08.20	Mrs V Skinner	EP	August Salary	*tba

\* to be authorised in the month payment is due

**Resolved: All payments approved and authorised.**

61/20 **Receipts**

Date	Payee	Detail	Amount £
14.05.20	HMRC	VAT Refund 2019/20	344.08

**Resolved: Receipts noted**

62/20 **Clerks verbal report**

a) Tenancy agreement for the former Village Hall Land signed. Cllrs. Cornforth and Johnson signed on behalf of the Council.

b) Cllr Hall, on behalf of the Council has renewed the Declaration of Compliance with the Pensions Regulator

63/20 **To Note Correspondence Received – items of interest (list circulated)**

Correspondence noted

64/20 **To approve responses/action to items of correspondence**

No responses required

65/20 **To receive late items of Correspondence**

a) North Yorkshire County Council have responded to a request for replacement footpath signs in the village relating to the Ebor Way. They can replace one at the entrance to the path from Croft Road. Cllr Hall will confirm the location.

66/20 **To Consider Minor Matters and Agenda Items for the Next Meeting**

To bring to the attention of the Council or Clerk any minor matters of business and agenda items for the next meeting by Monday 15 September 2020

Agenda item - review of budget

**NEWTON KYME CUM TOULSTON PARISH COUNCIL (DRAFT)**

67/20 Dates of next meeting - Ordinary Parish Council meeting Monday 21 September 2020  
Meeting closed:- 20:00 hrs.

Chairman.....

Date.....