BIGGIN PARISH COUNCIL

Biggin, Sherburn in Elmet, North Yorkshire, LS25 6HJ

# MINUTES OF THE MEETING – held on Wednesday 17 October 2018

The meeting opened at 6.30pm.

1. Apologies for absence

none

1. Open Forum for members of the public (limited to 15 minutes)

No residents present – However, 2 points raised to the Clerk since the last meeting as follows:

1. Resident has requested that the PC formally write to ex Cllr Yvonne Mason to return the public property of the Minute Book dated pre 2002 now that she has left the area. To their knowledge this has not been returned since leaving the village over 12 months ago. As well as being public property, it is a valuable piece of history that should be archived with the County Offices.

ACTION: Cllr Lamb to send Mrs Mason an email to request the minute informally for the 3rd occasion. Councillors agreed unanimously to send a formal letter at the January meeting if the Minute book hasn’t been received by the PC.

1. Resident has requested that the PC confirm that the RVP (rendezvous point) signs that were erected for the Vulcan Air Show 2016, were they erected with the formal consent of Highways? – if not, should they now be removed throughout the locality.

ACTION: Clerk to write a letter to Makin Enterprises, Scott Royal to request the removal of the signs (sited on the crossroads at Biggin).

1. Declarations of Interest

none

1. Minutes of the last meeting held on 18 July 2018

Minutes of the meeting proposed by Cllr Anderson and seconded by Cllr Lamb.

1. Planning

No planning applications to report since the last meeting.

1. Community Safety

None raised – see below.

1. Finance

RFO reported that the Balance at Bank on 14 September 2018 was £3,671.13. Precept should have gone into bank account on 30 September at £600, bringing balance total to £4,271.13. Invoice to clear for Came & Co Local Council Insurance at £341.20 for the next 12 months and 2x wage invoices to write for the Clerk – £217.20 (July 17-March 18) and £162.90 (April 18 – Sept 18) totalling £380.10 (£9.05 per hour at 3 hours per month).

Clerk investigated the payments to HMRC and responsibilities of Biggin PC as an employer and inherent tax implications. No electronic return has been undertaken by the PC since 2015. The employer (Biggin PC) is compliant with a non-return if the employees earn less than £116 per week. At present the Clerk earns £9.05 per hour for 3 hours a month, averaging £6.79 per wk. Therefore the employer does not need to report to HMRC, just a requirement to keep accurate records of pay roll payments. This means that there is no liability for the PC as the £6.79 a week payment is well below the tax threshold. Biggin PC is “security clean”.

Cllr Marshall left the meeting.

1. Asset of Community Value – The Blacksmiths Arms, Biggin

The Clerk received a letter from SDC, Community Right to Bid dept dated 12 October 2018 detailing the proposal of “Application for Inclusion on the Community Asset Register” for The Blacksmiths Arms, Public House (ref no 2018/0841/CAR). The application has been APPROVED and the land will be included on the Community Asset Register in accordance with Section 2 of the Assets of Community Value (England) Regulations 2012 for a period of 5 YEARS (until 12 October 2023). This can be archived in PC records and discussed at a later date if required.

No further action.

1. Community Engagement
	1. Defibrillator, training and First Aid

Cllr Anderson is checking the Defibrillator and doing safety checks on a monthly basis and reporting back to the Clerk to complete the online documentation. The First Aid course was cancelled due to lack of interest. Minimum 20 people required to cover cost of £400 for trainer and hire of hall, at £20 pp. No further action.

* 1. Dog Waste Bins

Concerns raised by a resident to Cllr Anderson, the resident had some concerns - Clerk investigated the cost of waste bins with SDC. Total cost per bin including VAT is £213.97 (breakdown of £108.74 for bin; £30.41 fitting of bin; £39.16 for vent and post – total ex vat is £178.31). Requested order form from Contracts team. Lead time unknown and collection/emptying of bin is FOC through the council. Will be added to rounds for collection depending on the number PC require. Price list and order form received from Contracts team. Plastic Signage could be bought at £1.38 at A5 size. Councillors were unanimous with their NO FURTHER ACTION decision.

* 1. Speed Limit in the village

Concerns raised by a resident to Cllr Anderson –

Clerk referred to previous minutes of meetings. This was last discussed in detail at PC meetings in 2009/2010/2011 with a public meeting in April 2010. The PC at the time provided a questionnaire to all residents to vote for or against a case for the speed limit to be reduced to 30mph. Of 26 responses, 19 were for and 7 against the proposal. The speed limit was reduced to 40mph in 2000. At the public meeting in April 2010, the residents voted against reducing the speed limit. Highways agreed in principle but Clerk understands there was a substantial cost involved to make the village a designated 30 mph zone. At the time, this would have to come from the Precept. A further public meeting took place on 12 January 2011 at the Blacksmiths Arms. Of the residents there, 22 for and 15 against raising the precept to cover the costs of the 30mph enforcement. 3 Councillors voted against at this point, so no further action was taken. It appears that the many residents felt they fell outside the proposed limits and therefore wouldn’t benefit from it. The cost in 2011 was £1,800.

In the past week, the Clerk investigated this with NYCC and Highways Dept. In the first instance, need to complete a “95 Alive” campaign form. In July 2017, the Clerk completed an online “95 Alive” form on behalf of Biggin PC. The speed data was collected and collated by NY Traffic Bureau with the following outcome:

*The speed data obtained indicates a mean (average) speed of 32/33mph and an 85th %ile of 41/41mph. The 85th %ile removes the highest 7.5% and the lowest 7.5% of speeds to provide the most accurate and realistic average speed. The RSTG Panel has considered the area potentially suitable for Community Speed Watch (CSW).*

Cllr Duncan suggested that the PC investigated a Solar Powered Speed limit LED sign which could be programmed by the PC and would perhaps have more of an impact than actually reducing the speed limit to an advisory 30mph. The approximate cost of one of these signs is £612 inc VAT and delivery. Councillors in favour as this as an alternative option.

ACTION: Follow up taken by Cllr Hartley to contact

 speedconcerns@northyorkshire.pnn.police.uk and to follow up the Community Speed Watch correspondence from December 2017 as they said they would offer some support.

1. Feedback from Mint Fest

The Clerk has recently contacted Therese McMullan from Mint Fest and she explained that there will be a £725.94 charitable donation for each Parish Council.

ACTION: Clerk to check with Mint Fest if this can be used by the PC on a “benefit all” purchase eg new Solar Powered Speed limit sign (£612 in VAT) or if the beneficiary has to be a registered charity. If the former, Clerk to request invoice for sign, if the latter, Clerk to request 3x Chrome Books at total cost of £690 for Kirk Fenton Primary School (see correspondence below 11.1)

1. Correspondence
2. Angie Gibb, Springwell House – letter received from resident on 16 October 2018 in her position as Treasurer to Kirk Fenton Primary School PTA (Registered Charity No: 1154660). Letter read out to the Councillors. Mrs Gibb is requesting a donation to the school PTA from the Mint Fest donations to PCs as the school is trying to raise funds to buy chrome books (cost is £230 per chrome book). Councillors agreed to put this on hold until confirmation received from Mint Fest as to possible spend. If Councillors cannot spend on a purchase to benefit the villagers directly, then donation would be advised for 3x Chrome books for Kirk Fenton Primary.
3. AOB

none

1. Date of next meeting – Wednesday 16th January 2019, 6.30pm – Oxmoor House, Biggin.

Meeting closed at 7.34pm