

**BOLTON PERCY, COLTON & STEETON PARISH COUNCIL**

[www.boltonpercy-colton-steeton-pc.org.uk](http://www.boltonpercy-colton-steeton-pc.org.uk)

**Clerk to the Council: Mrs Alison Dawson, Bolton Percy**

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**MINUTES FOR PARISH COUNCIL MEETING HELD ON**

**Tuesday 2<sup>nd</sup> May 2023 at 8:00pm**

**Old School Room, Bolton Percy**

**Members of the Public: One**

- 1. To receive and consider for approval, apologies for absence and reasons given.**

None

- 2. To receive declarations of interest:**

None

- 3. To confirm the minutes of the last meeting 4/4/23 as a true and accurate record.**

Having previously been circulated to all Councillors the minutes were signed as a true and accurate record, Cllr Tucker proposed and Cllr Steele seconded the motion.

- 4. CLERK'S REPORT – Outlining actions following the meeting held on 4/4/23.**

- a) NYCC/Environment Agency Update –**

Regarding annual agreement on inspection, clearing vegetation and bi-annual maintenance. Clerk emailed our contact at the Environment Agency (EA) on this matter, asking for confirmation that the situation still applies.

Mon 24/4/23 e-mail response received, advising that he will request an update from the EA Asset Performance team with regards inspection and maintenance regimes in this area and respond to us as soon as possible.

**Action: Cllr Nicholls requested a copy of the email. Resolved for follow up by Cllr. Nicholls.**

- b) Accounting/Payroll/Who's Who/Agenda.**

- Councillor access to Autela Payroll Services. Receive update from Cllr. Steele. Cllr Steele is awaiting a response from Autela.
- Contact Details:  
Resolved to have up to date Public Information contact details on the Parish Council website, including the volunteer Flood Wardens who are the local point of contact for Bolton Percy. It was also resolved that to provide greater accessibility for residents, the same information will be displayed on the village notice boards together with contact details for the Parish Councillors and Clerk. The latter is already on the Parish Council website and will be displayed in the same format. In addition, Councillors agreed that Flood Warden contacts should also be printed in the Parish Magazine.  
Clerk to action and seek permissions where required.
- Flood Wardens: There are currently 2 Flood Wardens in the village of Bolton Percy. It was resolved to request further volunteers of interested residents. Please contact Cllr. Mike Nicholls in the first instance [mikenicholls123@googlemail.com](mailto:mikenicholls123@googlemail.com)
- Public Participation within the monthly meetings.

Having 15 minutes at the beginning of a session was discussed as an improved opportunity for members of the public to contribute to the meeting.  
It was resolved to adjust this item on the agenda accordingly, from June 2023.

**c) A64 Traffic – Diversions through the villages.**

Contact made with North Yorkshire Police.

Our previous contact responded that he is no longer the Senior Police Traffic Inspector for our area. An enquiry was made to our local PCSO. She advised that Bilbrough Parish have experienced similar problems from diverted traffic. Hannah will give the PC an update when she knows the outcome of enquiries with the Road Policing Team and/or Traffic Management Bureau. She's attending the next Bilbrough Parish Council meeting on 9<sup>th</sup> May with a colleague from the traffic bureau. She will keep us updated. Unfortunately, she is unable to attend the dates of our next meeting but is happy to attend in the future.

It was resolved to keep this enquiry active and arrange a date for Hannah to attend a future meeting.

Action: clerk to email a follow up.

**d) Fly Tipping – new phone number for North Yorkshire Council**

Online at North Yorkshire Council or phone 0300 131 2 131 and request Fly Tipping reporting. Council resolved for this information to be included in Contact details, see 4b above.

**e) Coronation Plaques.**

Placement of order was delayed due to stock issues. However delivery was achieved and plaques have been distributed and fitted in the respective villages ready for the Coronation weekend.

**f) Communication/Dissemination of Information on the parish council website**

Cllr Robertson explained that originator's permission is required for a notice to be displayed on the website. Noted by all councillors.

**5. FLOOD RISK MANAGEMENT EVENT – Kirkbymoorside 25/4/23**

Cllr Nicholls reported that he was unable to attend the event due to heavy alternative commitments. He contacted North Yorkshire Council (NYC) on 26/4/23 to propose that one of the Flood Risk Project Managers attend a meeting to talk about the Property Level Resilience and second pump for the village. A meeting of 6<sup>th</sup> June was proposed by NYC.

It was resolved to proceed with this suggestion.

Action: Clerk to contact NYC to follow this up and agree a suitable date to promote the visit appropriately.

**6. LEEDS EAST AIRPORT–**

No update. Ongoing

**7. ZURICH ANNUAL INSURANCE. Premium has risen from £379.93 to £408.32 (1/6/23 – 31/5/2024).**

**Councillors proposed that the PA equipment should also be insured.**

It was resolved to continue with Zurich, with the addition of PA equipment.

Clerk to action.

**8. FINANCE – to review and approve items of expenditure**

- a) Increase in Old School Hall hire
- b) Annual Insurance
- c) To approve the following payments:
  - i) Clerks’ salary (March and April))£233.47 x 2
  - ii) Hire of Old School Hall (annual payment) £165.00
  - iii) Timpsons – keys cut for noticeboard £ 15.00
  - iv) Autela Payroll Services: arrears outstanding £120.68
  - v) RBLI Shop £115.59

The above payments were approved.

**9. PLANNING: to consider planning policies, applications and appeals received and resolve to submit comments where appropriate. *Please note that any applications received following the issue of this agenda will be considered as an Appendix.***

There are none.

**10. CORRESPONDENCE: to consider correspondence received**

**North Yorkshire Council, established 1/4/23.**

- i) The parish council has received advice of arrangements in place for code of conduct complaints in its new Standards Arrangements.  
If someone considers there has been a breach of the Code of Conduct by a Member, and wants to make a complaint, they should write or send an email to:  
The Monitoring Officer  
North Yorkshire Council  
County Hall  
NORTHALLERTON  
North Yorkshire  
DL7 8AD  
email: [MonitoringOfficer@northyorks.gov.uk](mailto:MonitoringOfficer@northyorks.gov.uk)
- ii) North Yorkshire Council has adopted a Code of Conduct for Members, including Parish Council members, which is also published on the Council’s website.

The correspondence was noted.

This information is on the North Yorkshire Council website for public information.

**11. DATE OF NEXT MEETING**

Tuesday 6<sup>th</sup> June 2023

Meeting closed at 9:32