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The monthly meeting of Danby Group Parish Council took place on **Wednesday 6th April 2016** at Castleton Village hall immediately following the Annual Parish Assembly. Police Constable 475 Mortimer had been in attendance at the Assembly and the monthly Police Report was addressed as part of that meeting.

MINUTES

Present

Councillors: P Reeves (Chair), G Banner, I Dodsworth, R Findlay, A Hudspeth, P Caffry, R Rudsdale. Also in attendance: J Preston (Clerk), Borough Councillor C Pearson, County Councillor Swiers & Mr S Taylor (Caretaker)

1. Declarations of Interest

None declared.

2. Apologies for Absence

Received from Cllr P Stonehouse

3. Minutes

Minutes of the meeting held 9th March 2016 were accepted by resolution as a true record and signed by the Chair.

4. Matters Arising – from the Minutes of the Parish Council meeting of 10th February 2016 (for information / update on outstanding actions). The Clerk advised all outstanding actions had been dealt with and all highways issues reported.

5. External Reports

No reports presented

6. Parish Council vacancy

The Clerk advised that as legally required the necessary notices in respect of co-option had been posted with the expiry date for response being 15/4/16.

7. Planning

- 7.1 NYM/2014/0399/FL Ref **Danby Castle**. Detailed plans and specifications have been submitted to the planning authority by the applicant ref the gated entrance to the car park field. **Council resolved – no further comment is necessary**
- 7.2 NYM/2016/0110/FL Ref Dale View, Westerdale – conversion of and extension to an existing building to form a gym with attached store. **Council resolved to support the application** there being no adverse visual impact and the existing structure would be enhanced.

8. Village caretaker

- 8.1 Monthly report presented and noted, no issues.
- 8.2 The Clerk had previously circulated updated agreements in relation to the cleaning / maintenance of public conveniences and the role of the Community Caretaker. Mr Taylor had also been consulted in respect of the wording of these agreements and was in attendance at the meeting. Council resolved that the agreements were satisfactory from the Authority's perspective and both were signed by the Chair on behalf of the DGPC. Mr Taylor raised one issue with regards spreading of road salt / grit in Castle Close, Castleton. The Clerk was tasked with confirming that the grit bins in that location were the responsibility of Yorkshire Coast Homes. Mr Taylor signed both agreements.

Signed as a true record:(Chair) Date:

9. Accounts

- 9.1 The Clerk gave a verbal breakdown of the current financial position and Council **Resolved to authorise payment of outstanding invoices.**
- 9.2 **Council resolved to** approve the appointment of Mr J Owens of Argot Accounting and Business Services as the internal auditor in respect of the Council's accounts for the year ending 31/3/16
- 9.3 External Audit process – Annual Governance Statement – a blank copy of the document which required completion had been circulated prior to the meeting and the responses required thereon were debated. The Clerk advised as appropriate by reference to the Practitioner's Guide to the Proper Practices to be applied in the preparation of statutory annual accounts and governance statements dated March 2016. **Following debate Council resolved as follows:** Assertions 1 to 3 to be answered in the affirmative, Assertion 4 Exercise of Public Rights to be subject of a negative response (an explanation for this negative response will form part of the response provided to the external auditor), Assertions 5 to 8 to be answered in the affirmative and Assertion 9 being not applicable.
- 9.4 External Audit process – Accounting Statements The Clerk circulated copies of the Accounting Statement & Bank reconciliation pro-forma. The current financial situation and explanations with regards variances year on year were explained. **Following debate Council resolved to accept the Accounting Statement presented.**

10. DGPC website

Borough Councillor CP advised that SBC were unable to offer any assistance. Two possible solutions were debated and the Clerk was tasked with making enquiries with "Parish Council Websites" a commercial web designer / provider and secondly with the Clerk to Glaisdale PC to establish if he could facilitate the Council's needs and if so at what cost. **Action Clerk**

11. Public Conveniences – Westerdale & Commondale

Estimates received in respect of both Westerdale and Commondale PC but due to time constraints this matter was not considered – to remain on the agenda for the next meeting

12. Correspondence

- 12.1 SBC future provision of public conveniences in the Borough of Scarborough – consultation document received and circulated to Councillors by e-mail. The Clerk advised that Mr Paul Thompson the Operations, Transport & countryside Manager had requested he attend a meeting of the Council - he had subsequently accepted an invitation to attend the May meeting of the DGPC.
- 12.2 Email received from Ruth Nelson Chair Person Commondale Village Hall. Ms Nelson advised that extensive and expensive repairs were needed on the roof of the village hall and was seeking financial assistance. Clerk to respond and provide Ms Nelson with a copy of the grant application form. No decision reached with regards funding, for the agenda May meeting if the grant application is received.
- 12.3 Grant application received from Helen Grundy "Moorsbus CIC" who was seeking funding for the 2016 summer season. Council resolved not to support the application Clerk to respond.
- 12.4 Email received from Mr Anthony Laffan who runs the North Riding Eagles Volleyball Club who was offering to work with the DGPC to secure funding for the provision of volleyball in the Parish. Council agreed to consider supporting any application made by Mr Laffan / The North Riding Eagles but Council did not believe it feasible that take the lead. Clerk to respond to Mr Laffan

13. Items reported by Parish Councillors

Cllr AH handed out "adopt a stream" leaflet to those interested.

Cllr RR reported a large pothole at the entrance to Castle Close, Castleton. Clerk to contact Yorkshire Coast Homes.

The meeting closed at 9.35pm

Date of next meeting - Wednesday 4th May 2016

Signed as a true record:(Chair) Date: