

# **Grewelthorpe Parish Council**

Chairman: Cllr. Sarah Dawson  
Parish Clerk & RFO: Rob Bareham  
e-mail: [grewelthorpeparishclerk@gmail.com](mailto:grewelthorpeparishclerk@gmail.com)

Dear Councillor,

Dated: 8<sup>th</sup> September 2023

You are summoned to attend an Extraordinary Meeting of Grewelthorpe Parish Council to be held at Grewelthorpe Village Hall on  
**13<sup>th</sup> September 2023 at 19.30hrs**

*Cllr. Sarah Dawson*

Chairman of Grewelthorpe Parish Council

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Abbv: SD = Cllr S Dawson, AD = Cllr A Hodges, CH = Cllr C Harrison, CS = Cllr C Stelling, RB = R Bareham (Parish Clerk)

Abbr List: PC = Parish Council, AONB = The National Association for Areas of Outstanding Natural Beauty, ECRP = Electronic Community Resilience Plan, GPC = Grewelthorpe Parish Council, GSSA= Grewelthorpe Sports & Social Association, NYC = North Yorkshire Council, MoP = Member of the Public, RBL = Royal British Legion, VH = Village Hall, VMP = Verge Management Plan

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## **Agenda**

<b><u>Item</u></b>	<b><u>Record</u></b>	<b><u>Action By</u></b>
<b>2324/057</b>	<b>Welcome by the Chairman</b>	
<b>2324/058</b>	a) <b>To Receive Apologies.</b> b) <b>To approve reasons for absence given by Councillors.</b> c) To note the resignation of Peter Laing from his role as Parish Councillor	
<b>2324/059</b>	a) <b>To receive, consider and decide upon any applications for dispensations.</b> b) <b>To receive any declarations of interest not already declared under the Council's Code of Conduct or a member's Register of Disclosable Pecuniary Interests.</b>	
<b>2324/060</b>	<b>Approval of Minutes:</b> a) To approve the minutes of the Ordinary Parish Council Meeting held on the 11 <sup>th</sup> of July 2023 b) To approve the minutes of the Extraordinary Parish Council Meeting held on the 25 <sup>th</sup> of July 2023 c) To approve the minutes of the Extraordinary Parish Council Meeting held on the 11 <sup>th</sup> of August 2023	
<b>2324/061</b>	<b>Public participation Session</b> (for the public to talk to councillors about items on the agenda)	

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**2324/062 To receive the Councillor's report**

**2324/063 To receive the Clerk's report** (Items received after the publication of the agenda or for items needing discussion)

- a) RB to update on the playground inspection by NYCC.

**2324/064 Policy Matters**

- a) To consider adopting the "Standing Orders Policy" dated 13<sup>th</sup> September 2023.
- b) To consider adopting the "Financial Regulations Policy" dated 13<sup>th</sup> September 2023.
- c) To consider adopting the "Councillor Code of Conduct Policy" dated 13<sup>th</sup> September 2023.
- d) To consider adopting the "Complaints Procedure Policy" dated 13<sup>th</sup> September 2023.
- e) To consider adopting the "Councillor e-mail Policy" dated 13<sup>th</sup> September 2023
- f) To consider adopting the "Vexatious Policy" dated 13<sup>th</sup> September 2023
- g) To consider adopting the "Co-Option Policy" and also the "Co-Option Application Form (Appendix A) dated 13<sup>th</sup> September 2023
- h) To note The Good Councillors Guide 2018 (It is only available as a PDF at the moment)
- i) To note the NYCC Parish Charter (as previously circulated)
- j) To consider adopting the Grewelthorpe Village Pond Risk Assessment (previously circulated)/

**2324/065 Matters arising from previous meetings** (Items requested to remain on the agenda or to be resolved)

- a) Pond Electrical Work. To consider the previously circulated report from T & M E Jackson on the electrical installation to the pond.
- b) To note the letter of thanks displayed for parishioners.
- c) AH to update on any news from the RBS on "D-Day 80" 6<sup>th</sup> June 2024 (updated guide already circulated)
- d) AH/PL to update on the ACV status of the Crown Inn or any other update.
- e) AH to update on the ECRP
- f) CH to on the dog fouling signage at the pond/playground area.
- g) CH to update on the tree pruning of the trees on the green
- h) CH to update on the "umbrella" service of Rural Connectivity that is available in other villages
- i) SD to update on the PC meeting of the 25<sup>th</sup> of July and the proposed "Village Meeting". Also, to pass on the information gathered from the

meeting with Alison Brayshaw of NYCC and Cllr Felicity Cunliffe-Lister on the 11<sup>th</sup> of August 2023.

- j) RB to update on the proposed additional car parking spaces at the village hall.
- k) Update from Terri Duncanson Team Leader of the village Speedwatch on the “20’s Plenty” Scheme.

**2324/066**      **Items for discussion from Councillors or a member of the public.** (These are new items that have been requested to be included in the agenda)

- a) AH to inform councillors on Coronation Living Heritage Fund – Community Orchards
- b) SD to propose the purchase of a Christmas Tree

**2324/067**      **Area 6 Highways**

- a) RB to update on the minutes to the Highways Area 6 Meeting in June
- b) RB to update on a “catch up” with Highways Area 6 proposed for the 5<sup>th</sup> October 2023 @ 1400hrs

**2324/068**      **Planning Matters** (Any planning applications received before the meeting date will be discussed at the meeting).

- a) Request from Voneus to site a telegraph pole on common land at Grewelthorpe, HG4 3TE (X: 423283, Y: 475990)

**2324/069**      **Financial Matters**

- a) To note S106 payment from NYCC and immediate reimbursement to the Village Hall (see 2324/070 (a))
- b) To note that the invoice from Parish Online was cancelled as previously instructed.
- c) To consider allocating S106 funding and to note supporting documents
- d) To consider virus protection from Fresh Mango (inv for £35.94 due 14/9/23 also item 2324/070(f))
- e) To note receipt of cheque from Northern PowerGrid in accordance with their agreement for £59.73.
- f) To consider payment of Village Hall invoice GVHCC0267 from GVH for May 2023 (see also 2324/070 (h))
- g) To note TME Jackson Inv 49006 for pond electrical work inspection and report. (see also 2324/070 (b&c))
- h) To note the bank statement for July 2023 has been previously circulated
- i) To note the bank statement for August 2023 has been previously circulated
- j) To note the bank reconciliation upto 13<sup>th</sup> September 2023
- k) To consider the Microsoft 365 renewal at £66.66 + 13.33 Vat (see also 2324/070(g))
- l) To consider the Playground Inspection cost of £59.52 + £14.88 (see also 2324/070(g))

**2324/070**

**Payments to Consider:**

a) S106 reimbursement	£	1,861.95
b) T & M.E. Jackson	£	125.00
c) T & M.E. Jackson	£	25.00
d) R Bareham (July Salary)	£	184.35
e) R Bareham (August Salary)	£	184.35
f) Fresh Mango Virus Protection	£	35.94
g) R Bareham (Expenses July-Sept Meetings)	£	238.39
h) Grewelthorpe Village Hall (GVHCC0267)	£	20.00
<b>Total</b>		<b><u>£2,674.98</u></b>

**2324/071**

**To confirm the date of the next ordinary Council meeting:**

**Planning Meeting 11<sup>th</sup> October 2023 @ 19.30hrs**

**Ordinary Meeting 8<sup>th</sup> November 2023 @ 19.30hrs**

**2324/072**

**Temporary exclusion of press and public: Pursuant to the Public Bodies (Admission at meetings) Act 1960. (The Public and Press be excluded from the meeting due to the confidential nature of the business to be discussed)**

- a) To consider the clerk's additional hours worked and for payment within September's payroll.
- b) To consider the clerk's request for 1 week's holiday w/c 25<sup>th</sup> September 2023