**Scrayingham Parish Council**

**Minutes of the Scrayingham Parish Council Meeting**

**Held on Monday 4th December 2023**

**At 19:00hrs in Leavening Methodist Hall**

**Attendees:**

Jo Booth (Chair) (JB)

Phil Jones (Vice Chair) (PJ)

Stuart Wood (SW)

Nigel Prewett (NP)

**Apologies**:

Hugo Hildyard (HH)

JB thanked all for attending.

**1. Minutes of Previous Meetings**

1. The Minutes of the meeting held on 04/09/23 were read and approved by all who attended.

**2. Financial Statement/Audit/Authorisation of Payments and Subscriptions**

a) (SW) has signed the bank mandate, but needs to visit the bank with some identification. Unfortunately, the closest branch in Malton has permanently closed, so (SW) will find a different branch for the ID check.

b) Webador (Internet/ Web) cheque will be delayed until we have a 3rd bank signatory in place as this needs to be paid to one of the signatories.

c) Cheques signed (JB/ PJ) as follows;

- Hall hire (Leavening Methodist Trust) £45 for 3x meetings.

**3. Audit/ AGAR for FY23/24 Internal Auditor Appointment**

1. It was agreed that we will appoint Carrie Pillow of Elkerlodge Bookkeeping Services as our internal auditor again this year at a fee of £115 (Proposed JB/ Seconded PJ). JB to prepare for the audit and liaise with Carrie.

**4. Vacancy Updates – 2x Councillors**

a) There are still 2x Councillor positions vacant. There has been some interest shown in one of the positions and (JB) believes that they would be a very suitable candidate but this will be reviewed at the next meeting in the New Year when they will have been resident in the area for 12 months and therefore eligible for the position.

**5. To resolve that the post of Clerk and RFO to Scrayingham Parish Council is an unpaid post as advertised on notice boards and LinkedIn since 04/09/23**

a) As discussed at the previous meeting, (JB) will perform the role of Clerk to Scrayingham Parish Council, unpaid, in order to release the funds in the budget. This will be reviewed every 6 months. We must ensure that there are sufficient funds in the bank account to cover the costs for a Clerk should this be required again after the 6 month review. (Agreed by all present)

**6. Review and Approve the proposed budget for FY24/25**

a) Budget approved by all present as follows for the FY24/25.

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| **Scrayingham Parish Council - Budget 2024-2025**  |  |
|  |  |
| **Income** |  |
|  |  |
| **Ryedale District Council Precept 2023-2024** | **£1,300.00** |
| **Proposed Precept for 2024/2025 to be increased to £1800 to cover budget** |  |
|  |  |
| **Annual Recurrent/ Expected Outgoings** |  |
|  |  |
| 12 months of Parish Clerk costs (Assumes appointment of clerk) | £0.00 |
| Payroll processing (Assumes appointment of clerk) | £0.00 |
| Parish Council Insurance | £225.40 |
| Hire of Methodist Hall, Leavening  | £90.00 |
| Data Protection Act subscription (Direct Debit) (ICO Fee) | £35.00 |
| Membership of YLCA | £128.00 |
| Defibrillator inc electricity costs & asset maintenance  | £700.00 |
| Website/ email hosting costs  | £160.00 |
| Clerk's expenses | £35.00 |
| Internal Auditor | £115.00 |
| District Auditor | £252.00 |
| Charitable donations (none) | £0.00 |
| Other | £0.00 |
|  |  |
| **Total** | **£1,740.40** |

1. Clerk fees and payroll have decreased from last year as the post will be carried out by (JB) unpaid and reviewed every 6 months.
2. Parish Council insurance estimate is based on a 15% increase from that paid in FY23/24 which is the expected average increase rate.
3. Defibrillator budget covers the replacement value for pads and batteries should they fail or need to be replaced after use. If this budget is not used, then it will be spent elsewhere. Pads will need to be replaced in 2025 due to expiry.
4. Internal Auditor fee confirmed.
5. Clerks expenses left in the budget as there is still a requirement to purchase stationary, stamps etc regardless of the post being unpaid.

**7. Agree the precept for FY24/25**

a) (JB) proposed that the precept be increased this year from £1300 to £1800 in order to cover budgeted items/ mandatory outgoings. The budget has been reduced to the minimum possible but the current precept, which has not increased for 5 years, has not covered the outgoings for some time. This increase will see an expected annual increase for households in their Council Tax bill of between £6 and £9 depending on property and banding. The new precept will only cover budgeted item. Other improvement spend and outgoings will come out of current bank balance, which currently sits at approx. £5300. (PJ/ NP/ SW agreed with this proposal)

**9. Village event**

a) (JB) has emailed Caroline Goodrick to ask for the money to hold an event for the community as agreed in previous minutes, but has not yet had a reply. It was noted that with the current weather conditions it’s not the best time to hold such an event anyway, so will follow this up next year.

**10. Highways/ Drainage**

a) Flooding, Scrayingham. (JB) is currently awaiting a call back from Yorkshire Water who have appointed a new project manager as a replacement for Gary Collins who was previously heading up the drainage solution project. The new PM is Millie McCormick, but is on annual leave this week. Once (JB) receives a call back, a meeting will be arranged with all concerned parties (PC, Highways, Estate and Yorkshire Water) to plan a way forward. (JB) has asked Yorkshire Water for a date for when the remediation work is likely to commence, but has not yet received this.

b) Various complaints have been made about cars parked inconsiderately outside the riding school at weekends. The first issue being the potholes on the verge side of the road, making it hard to pass when there are parked cars on the other side of the road. The second issue being double parking, meaning that it would be difficult for large and emergency service vehicles to pass in/ out of the village. (All) discussed and agreed that an initial written letter to the Mr. and Mrs. Pimlott would be the first course of action, explaining the situation and to ask that they ask their customers to park sensibly to leave the road free for cars using the road, and for them to use the carpark where it is possible to do so. (JB) will draft this.

c) A complaint has been made about the placement of the road signs at the junction of Dolegate and Lowfield Lane. They are situated quite low on the post and it is difficult to see past them in either direction when pulling out. There is potential for accident and there have been some near misses. (JB) to draft an email to NY Council.

d) The potholes in Scrayingham have been particularly bad since the flooding, with traffic taking different routes in/ out of the village. (NP) has volunteered to raise this and arrange a visit with Highways (John)

e) Leppington are no longer on the gritter route. (SW) has been in touch with the NY Council and is now approved to be in receipt of salt/ grit for spreading when the weather is bad. He has already received some grit/ salt from the council for the current cold spell.

e) In April 2024, we have been advised that work is to commence on the bridge in Stamford Bridge and it will be closed for approx. 10-12 weeks. This is likely to cause extra traffic through Buttercrambe. (JB) has been in touch with Stamford Bridge Parish Council who have confirmed the works are going ahead. They have said that there is a diversion to be put in place through Low Catton, but are not aware of other proposed diversions yet. Either way, there will be extra traffic through Buttercrambe. Concerns were raised that the road surface may also suffer. Stamford Bridge Parish Council have requested (via their EYRC Ward Councillor) that traffic lights be put in place on Buttercrambe Bridge. They have requested that Scrayingham Parish Council also request this (as we fall under North Yorkshire Council and have a different ward Councillor). (JB) will draft an email to Caroline Goodrick.

**11. Telephone boxes**

a) Leppington telephone box is not in need of a refurb at this point.

b) Scrayingham telephone box refurbishment will be put on hold until the weather improves.

**12. Bench at pond Scrayingham**

a) (JB) has received approval of the structures license. The bench needs to be installed by the pond when weather permits, and NY Council will need to inspect this once It has been put in place. (JB) to add this to the Asset Register. It will now fall under Scrayingham Parish Council insurance.

**13. Benches, Leppington**

a) (SW) to arrange the purchase of 2x benches for Leppington as per the previously agreed specifications.

b) (JB) to request 1x structures license for the additional bench upon entry to the village, and an update to the existing structures license for the bench in the middle of the village.

c) (PJ) will inspect the state of the current wooden bench for safety, and if not usable, then it will be removed. If it is to stay in place, or be reused, then a further structures license will be required for the new one.

**14. AOB**

 a) None.

Meeting closed at 19:45hrs. Next meeting 5th February 19:00hrs.