

# CRAYKE PARISH COUNCIL

Parish Clerk, c/o Knott Lodge, Knott Lane, Easingwold, York YO61 3LX

☎: 07849 250 043

[craykeparishclerk@aol.co.uk](mailto:craykeparishclerk@aol.co.uk)

[www.craykepc.org.uk](http://www.craykepc.org.uk)

---

## Annual Meeting of Crayke Parish Council to be held on Tuesday 21<sup>st</sup> May 2019 in the Sports Hall starting at 19:30

### Business Agenda

1. Election of Chairman and declaration of acceptance
2. Election of Vice Chairman and declaration of acceptance
3. Councillors' Acceptances of Office
4. Apologies - To receive and note apologies for absence and consider reasons given for non-attendance
5. Vacancy for a Councillor
6. Declaration of Interests – To receive any declarations of interest not already declared under the council's code of conduct or members Register of Disclosable Pecuniary Interests.
7. Councillors appointments:  
To appoint:
  1. Councillors to be signatories for the bank account and to confirm them as authorised signatories
  2. The members of the Audit Advisory Panel
  3. Two Councillors to the Crayke Parochial Charities
  4. A Council representative on the School Governing Board
  5. Two Councillors as representatives at YLCA branch meetings
  6. Councillors to other village bodies
8. To approve the minutes of the meeting of the Council held on 19<sup>th</sup> March 2019
9. Open Forum. (Please note this will be limited to 20 minutes)  
An opportunity for parishioners to seek information or to question the Council on any matter in respect of the Parish
10. Community, District and County matters
  7. HDC Local Plan (standing item) – update on progress
  8. Easingwold and Villages Community Forum – update from the meeting on 4<sup>th</sup> April
  9. Other matters or events of interest
11. To receive information on the following matters in hand and decide further action where necessary
  1. Matters related to fracking (standing item) – update on the latest developments
  2. Village Plan – update on progress
  3. Traffic matters
    - a. update on highways and traffic issues
    - b. speed monitoring
  4. Village Green – update on agreed actions
  5. Litter Pick – report on the event which took place on 23<sup>rd</sup> March

12. To receive and decide necessary action resulting from verbal reports from the Clerk or Councillors on matters of interest or concern

### 13. Financial Matters

1. To confirm that all payments from the bank account made since the last meeting up to the close of the day prior to this meeting were properly authorised.
2. To receive and approve the financial reports for the year 2018/19.
3. To receive and approve the reports on the Council's financial position at 21<sup>st</sup> April 2019.
4. To note the following receipts and previously approved charges or payments made since the last meeting:-  
Receipts:
  - a. Grant from AONB £750.00
  - b. HDC, Precept 1<sup>st</sup> half year £1,575.50Payments:
  - c. YLCA, subscription for 2019/20 £130.00  
inc. VAT £0.00
  - d. ICO, annual fee £35.00  
inc. VAT £0.00 (10/5/19, DD)
5. To note and approve payment of the following:
  - a. Hambleton Community Action, Internal Audit review £100.00  
inc. VAT £0.00 (2/5/19, 124)
  - b. HDC, election expenses £100.00  
inc. VAT £0.00
  - c. Donation to Easingwold Library for this year and last £100
6. Additional items circulated at the meeting

### 14. Planning

1. New applications – to consider and decide upon the following planning applications:
  - a. 19/00633/FUL – Oakdene Farm, Rookery Lane - Change of use of agricultural land to equestrian to allow the construction of an equestrian arena including access track - To confirm the response of “no objection”.
  - b. 19/00510/MRC – Bishop's Cottage, Church Hill - Variation of condition 2 (approved drawings) for previously approved application 17/00866/LBC - amended drawings received by Hambleton District Council 1st March 2109 – To confirm the response of “Council does not object to this application as it reduces the impact of the earlier application to which Council did object. However, Council has concerns that the building contractor doing the development caused damage to the Village Green in the recent works and we wish to have written assurances that any more work done will not involve a repeat of any damage to the green.”
2. Updates to applications – to receive the following planning decisions and information:
  - a. 18/02593/FUL – Halfway House, Daffy Lane - Retrospective application for a replacement gate for access to dwelling house – Granted
  - b. 19/00456/CAT – Chapel Garth, West Way – Works to remove trees in a Conservation Area - Granted

### 15. New items and correspondence to note or for decision

1. To receive the report and recommendations from the Audit Panel meeting held on 15<sup>th</sup> April 2019.
2. Annual Governance and Accounting Return (AGAR)
  - a. To consider whether to request an External Audit review, at a cost of £200, or to submit a Certificate of Exemption from an External Audit review as recommended by the Audit Panel
  - b. To receive and approve the Internal Auditor's report
  - c. To review and complete the Annual Governance Statement as recommended by the Audit Panel
  - d. To receive and accept the year-end financial statements and complete the Annual

Accounting Statement as recommended by the Audit Panel

- e. To approve the publication of documents required by Accounts and Audit Regulations 2015, the Local Audit (Smaller Authorities) Regulations 2015 and the Transparency Code for Smaller Authorities
  3. Asset Register - to receive and approve the amendments recommended by the Audit Panel
  4. Insurance – to consider the insurance quotes for 2019/20 and select an insurer.
  5. Health and Safety Policy – to receive and approve the draft Health and Safety Policy as recommended by the Audit Panel
  6. YLCA Training – to consider whether Councillors and Clerk have any training requirements and authorise training if required
16. Items for the next agenda
17. To confirm the date of the next meeting of the Council as Tuesday 16<sup>th</sup> July 2019 starting at 19:30.

Signed:



S Sangster  
Clerk to Crayke Parish Council