

**Minutes of the Annual Melbecks Parish Council meeting held on Thursday 15th May 2025 at Gunnerside Village Hall**

The Annual Melbecks Parish Council meeting was held on Thursday 15th May 2025 at Gunnerside Village Hall. Present were Councillors Silver, Calvert, Bowe and Trafford with Cllr R. Alderson chairing. The Clerk was Miss N. Adams.

1. All were welcomed to the meeting.
2. Apologies for absence: NYC Councillor Yvonne Peacock had sent apologies for this meeting, due to other commitments.
3. Election of Officers: Chair: Cllr Alderson was nominated as Chair by Cllr Bowe and seconded by Councillor Calvert. There were no other nominations, and this was unanimously agreed.
4. Election of Officers: Vice-Chair: Cllr Silver was proposed by Cllr Alderson and seconded by Cllr Calvert. There were no other nominations, and this was unanimously agreed.
5. Declaration of Interests: There were none declared.
6. Minutes of the last meeting: The minutes of the last meeting, held on 20th March 2025 were agreed to be a correct record, and these were signed by the Chair.
7. Matters Arising.
  - a) Pear House YDMT Grant Application. The clerk has now responded to the applicant regarding this application.
  - b) Cllr Bowe raised the issue of communication both between councillors and between the council and residents and how this could be improved going forward. also regulations regarding parish council websites etc. The clerk will find out more information regarding this.
  - c) Notice boards: The clerk will ask Yvonne Peacock again about funding. Councillor Bowe will ask Gunnerside Estate if there is any possible funding available. Councillor Stafford and Councillor Bowe to investigate possible local sponsorship.
8. Finance
  - a) Audit
    - (i) Annual Internal Audit Report: The council noted the Annual Internal Audit Report which has been completed by Richard Hunt who was satisfied with the processes in place.
    - ii) Annual Governance Statement (Section 1): The Annual Governance Statement was unanimously approved by the Council and signed by the Chair and Clerk.
    - iii) Accounting Statements (Section 2): The Accounting Statements were considered and approved and signed by the Chairman and Responsible Financial Officer/Clerk.
    - iv) Certificate of Exemption: The Council unanimously approved the Certificate of Exemption, and this was signed by the Chair and the Responsible Financial Officer.
  - b) Financial risk assessment: The council reviewed and unanimously adopted the Financial Risk Assessment.
  - c) Financial Statement: The council reviewed and approved the Financial Statement.
  - d) Order to pay – Gunnerside Village Hall: An order to pay and a cheque was signed for £60 for Gunnerside Village Hall. The clerk will send this to the Treasurer of Gunnerside Village Hall.
  - e) Order to pay – Low Row Institute: An order to pay and a cheque was signed for £60 for Low Row Institute. The clerk will send this to the Treasurer of Low Row Institute.
  - f) Order to pay – Royal British Legion Poppy Appeal: An order to pay and a cheque was signed for £55 for RBL Poppy Appeal for two VE Day wreaths. The clerk will arrange for this to be paid to RBL Poppy Appeal.
  - g) Order to pay – Yorkshire Local Councils Association: An order to pay and a cheque was signed for £153 for YLCA membership subscription. The clerk will send this to the YLCA.
  - h) Insurance: The clerk will circulate the details of the insurance policy to councillors for their information.
9. Highways
  - a) Highways Reply:

There were no highways updates.
10. North Yorkshire Council
  - a)

Changes to recycling and rubbish collection from 2nd June 2025. Households will be receiving a letter soon regarding changes to recycling and rubbish collection.

11. YDNPA

No

items

12. Any other business

a)

Upper Dales Community Land Trust.

This survey has been sent out to all residents to complete.

b) Dales Police Report – March 13<sup>th</sup> to April 5<sup>th</sup> 2024 and April 6<sup>th</sup> to May 7<sup>th</sup> 2024. Both these reports had been circulated to councillors prior to the meeting.

c) Memorial bench for Gunnerside. A letter was received enquiring whether a memorial bench could be placed in Gunnerside. The clerk was asked to write back to advise that they need to contact David Waggett, Little Rowleth Pasture Committee.

d) Dog waste bin signs: The clerk was asked to find out if any dog waste signs are available from NYC to display around Low Row as there are some issues of dog waste in the village. The clerk to find out.

13. Date of next meeting

The next meeting will be on Thursday 19<sup>th</sup> July 2025 at 7.30pm at Low Row Institute.

As there was no other business, the meeting closed at 8.30pm.