

## **PRESTON-UNDER-SCAR PARISH COUNCIL**

### **Minutes of the Parish Council Meeting held on 25 February 2025**

**Present:** Councillor Councillors Amsden (Chairman), Fletcher, Higham, Knights and Sayers  
Clerk: Linda Stevens

**Apologies for absence:** Unitary Councillor Sedgwick

#### **55. Minutes of the Parish Council Meeting held on 10 December 2024**

**Resolved:**

**That the minutes of the Parish Council Meeting held on 10 December 2024 be confirmed as a true record and signed by the Chairman.**

**56. To declare Councillors' interests in items on the agenda:** None.

#### **57. Action taken since the last Parish Council Meeting on 10 December 2024**

**Moor Road update** – an update was still awaited from North Yorkshire Council in respect of both the flue structure and possible further work to improve drainage

Grit Bin outside Laurel Barn – this had been refilled, at the Parish Council's request, shortly after the last Parish Council meeting.

#### **58. Decisions taken by the Clerk since the last meeting**

**Resolved:**

**To note the following decision taken by the Clerk under her delegated powers:**

**Subject of decision:**

Acceptance of quote from WJPS for the supply of a 15 inch monitor DELL Inspiron laptop, wireless keyboard and mouse, installation of Office 365 Professional (discounted pro-rata for previous payment to same supplier for provision of Office 365 STD email), installation of Anti Virus Software and set up cost at a total cost of £984.60 (incl VAT). The laptop has been received and is now being used by the Clerk.

**Summary of information considered:**

Quote submitted by WJPS.

In the absence of potential alternative suppliers within a reasonable distance, from whom alternative quotes could reasonably be obtained, an online comparison of prices for individual elements of the required package was undertaken. This indicated that the cost of an equivalent laptop was significantly higher (c£1000) than that provided for in the quote. There were various deals available online for Office which suggested that this could be purchased more cheaply but would then have to be loaded onto a laptop purchased separately, along with anti-virus software. The anti-virus software purchased separately was more expensive.

Advantages in accepting the WJPS quote:

1. It would provide the PC with a fully set up IT framework
  2. Using the same ant virus software means that WJPS will be alerted to any issues with the operation of the laptop and the software concerned uses less resource
  3. WJPS are a local supplier who are easily accessible in the event of any problems
- Outcome of consultation with Parish Councillors who were all supportive of accepting the quote.

Decision Taken: To accept the quote as detailed above.

Date of Decision: 4 February 2025

## 59. Finance and Banking

**Resolved:**

**(1) To note the following opening balances as at 1 February 2025:**

**Current Account: £ 6,490.53**

**Savings Account: £ 2,330.49 (including interest for 2024)**

**(2) To note the following payments authorised by the Clerk since the last meeting of the Parish Council under her delegated authority:**

<b>Payee</b>	<b>Item</b>	<b>Payment Type</b>	<b>Amount</b>
<b>WJP Software Ltd</b>	<b>Reg. of new PC gov.uk domain, new w/site set up, gov.uk email set up, first year annual support</b>	<b>BACS</b>	<b>£777.60</b>
<b>WJP Software Ltd</b>	<b>Supply of DELL laptop, wireless keyboard/mouse, anti-virus software, Office 365 PRO software and set up</b>	<b>BACS</b>	<b>£984.60</b>

**(3) To approve the Third Quarter Financial Review for 2024/25 as submitted to the meeting.**

## **60. Village Maintenance:**

Councillors noted:

- (1) that the Public Footpath fingerpost at what3word location contained boarded launch was broken. Councillor Sayers volunteered to provide the Clerk with precise location details so that she could report it to North Yorkshire Council.
- (2) That the Parish Noticeboards had been made safe again.

## **61. Cemetery**

Councillor Higham reported that 15 saplings ordered from The Woodland Trust would be delivered on Monday 3 March. These would be planted at various locations in the Cemetery Extension but would not require immediate planting. A volunteer with relevant experience of planting saplings with the Trust had agreed to help with the planting.

There would be a need to support and protect the saplings, as they were establishing, with canes/stakes and tree guards and Councillor Higham was looking at ways these might be provided at no cost to the Parish Council using recycled materials. It was suggested that residents be asked if they would be willing to donate any old canes/tree stakes which were no longer in use.

## **62. Biodiversity**

Councillor Knights provided Councillors with an update on the following issues:

- He was establishing a good working relationship with the North and East Yorkshire Ecological Data Centre and had very recently received, and had started to review, the Parish Profile they had agreed to create at no cost to the Council, which he felt could provide a useful framework. He proposed to review this in detail with David Brooks who, as previously reported, had undertaken considerable work to build up data to provide good baseline data of species in the Parish.
- He hoped to hold a further meeting of the Parish Biodiversity Group in the Spring and had identified a number of possible events that could be organised, possibly with some funding from the Data Centre. These included:
  - The development of baseline data for the Cemetery Extension
  - A study of the Wensleydale Railway line Wildlife Corridor in the Parish, for which the Council would need to seek a permit from the Railway.
- 3 residents who had participated in the RSPB's Great British Birdwatch had forwarded their results to him with 19 different species of bird being recorded overall.

**Resolved:**

**That Councillor Knights forward the Parish Profile supplied by the Data Centre to all Councillors.**

**63. Redesign of Village Website and migration to gov.uk domain name and Email addresses for Parish Council business**

The Clerk reported that following the last Parish Council Meeting:

- A gov.uk domain name had been registered
- Gov.uk email addresses had been set up for the Clerk and all Councillors
- Initial design work for the new Parish/Council website had been completed and documents were progressively being transferred from the current website to the new one
- A new Parish Council laptop had been purchased, together with an extended keyboard and mouse and all associated software and anti virus software had been installed
- Initial content for the Parish Council Information had been drafted but required some refinement
- Work on the Village pages, including the Biodiversity page, was yet to commence
- The new host had been very accessible, helpful and responsive

Councillor Knights volunteered to provide a history of the village and content for the Biodiversity page and Councillors Higham and Fletcher volunteered to provide content on the Village Hall. Andrew Fletcher was willing to supply photographs for the site, including photos of the playpark and the Village Hall.

It was agreed that a good range of content should be available on the site before it was launched, hopefully to coincide with the new Council year in May. With that in mind Councillors who had agreed to supply content for various pages were asked to let the Clerk have their contributions by the beginning of May.

It was noted that not all Councillors had yet set up their gov.uk email address and that there were a few teething problems, which should be easily resolved. Hopefully these would all be in routine use by the new Council year.

**Resolved:**

**That the Clerk be thanked for her work to date on this matter**

#### **64. Parish Emergency Plan**

Councillor Higham submitted a draft Community Emergency Plan for the Parish, highlighting a few updates that were required.

She also circulated the Government's Community/Household Emergency Plan leaflet, which she had tailored with information relating to the Parish and suggested that, once this was finalised, a copy could be provided to each property as well as made available to download from the new website. Consideration was also given to the possibility of holding a combined launch event for the Emergency Plan and the new website.

**Resolved:**

**That Councillor Higham complete the final updates to the Emergency Plan and circulate it to Councillors for any final comments before the Clerk forwards it to David Poole at the Leyburn and District Community Anchor Organisation.**

#### **65. Asset Register - Review**

**Resolved:**

**That the revised Asset Register for 2025 be approved.**

#### **66. Risk Register – Review**

**Resolved:**

**That the updated Risk Register for 2025 be approved.**

#### **67. Public Ownership of Water**

Councillors considered correspondence received which invited the Parish Council to consider signing up to a pledge to support the public ownership of water.

**Resolved:**

**That the Council sign up to the pledge to support the public ownership of water.**

#### **68. Safety of Lithium-ION Batteries Campaign**

Councillors considered an update on the campaign to improve the safety of Lithium-ION batteries.

**Resolved:**

**That the Council place on record that it continues to support this campaign.**

#### **69. North Yorkshire Council Local Plan – update**

Councillors noted that the following two sites within the area of the Parish had been submitted for inclusion in the North Yorkshire Local Plan as residential development sites and that these would be subject to full consultation with the public in due course prior to a decision on their inclusion in the plan:

- 0.57 ha of land to the east of Light Lane
- 1.51ha of land to the east of Preston under Scar

#### **70. Consultations commenced by North Yorkshire Council and other bodies since the last Parish Council Meeting**

The following consultations commenced by the organisations concerned since the last Parish Council meeting were noted:

- Town and Parish Council Survey for North Yorkshire Council – Gypsy and Traveller Accommodation Assessment 2024/25 – closing date 30 March 2025

#### **71. Planning Applications**

**New Applications:** None received

**Upcoming Applications:** None notified

**Update on Previous Applications:** No updates outstanding

#### **72. Date and Agenda Items for the next meeting.**

**Resolved:**

**That the Clerk consult Councillors on a date for the next Parish Council meeting, which was likely to be the Annual Meeting**

**The meeting closed at 20.10hrs**

**CHAIRMAN**

