

Minutes of the Annual Meeting of the York Branch of the Yorkshire Local Councils Associations held at the Folk Hall, New Earswick on Thursday, 4 June 2015 at 7.00pm.

PRESENT

Cllr P H F Powell (Chairman)	Nether Poppleton Parish Council
Cllr D Walker	Acaster Malbis Parish Council
Cllr S Harrison	Bishopthorpe Parish Council
Cllr P Leveson	Earswick Parish Council
Cllr S Wiseman	Earswick Parish Council
Mr D Headlam	Elvington Parish Council
Cllr I Bailey	Elvington Parish Council
Cllr V Clare	Fulford Parish Council
Mr M Scott	Haxby Town Council
Cllr M Crawford	Haxby Town Council
Cllr P Bramley	Heslington Parish Council
Cllr I Cage	Heworth Without Parish Council
Cllr C Hudson	Heworth Without Parish Council
Cllr D Crawford	New Earswick Parish Council
Ms S Bruckshaw	New Earswick Parish Council
Cllr Mrs A Powell	Rufforth with Knapton Parish Council
Cllr J Watt	Skelton Parish Council
Cllr S Taylor	Skelton Parish Council
Cllr K Marquis	Strensall with Towthorpe Parish Council
Cllr C Chambers	Strensall with Towthorpe Parish Council
Cllr S Robson	Upper Poppleton Parish Council
Cllr D Randon	Wheldrake Parish Council

IN ATTENDANCE

Chris Pilkington	Deputy Chief Officer
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APOLOGIES

Cllr L Frost	Acaster Malbis Parish Council
Cllr B Mellors	Bishopthorpe Parish Council
Cllr D Rice	Haxby Town Council
Cllr S Glenton	New Earswick Parish Council
Cllr P Vaughan	Wigginton Parish Council

11/15 **ELECTION OF OFFICERS AND REPRESENTATIVES**

RESOLVED

That the following officers and representatives be elected for the ensuing year.

Chairman:	Cllr P Powell (Nether Poppleton Parish Council)
Vice-Chairman	Vacancy
Joint Executive Board:	Cllr P Powell (Nether Poppleton Parish Council) Vacancy
Joint Executive Board Deputy:	Cllr B Mellors (Bishopthorpe Parish Council)
Liaison Group with York City Council:	Cllr S Harrison (Bishopthorpe Parish Council) Cllr K Marquis (Strensall with Towthorpe Parish Council) Cllr P Powell (Nether Poppleton Parish Council) Cllr S Robson (Upper Poppleton Parish Council) Cllr J Watt (Skelton Parish Council) Cllr S Wiseman (Earswick Parish Council)
York Conservation Area Panel:	Cllr P Powell (Nether Poppleton Parish Council)

RESOLVED

No one was proposed to be Vice Chairman of the branch so the matter was deferred to the next of the branch for further consideration.

The second branch seat on the Joint Executive Board was not filled and the matter deferred to the next meeting of the branch for further consideration.

12/15 **MINUTES**

RESOLVED

That the minutes of the meeting held on Thursday, 12 February 2015 be confirmed and signed by the Chairman as a correct record.

13/15 **MATTERS ARISING**

There were no matters arising.

14/15 **JOINT EXECUTIVE BOARD**

Cllr P Powell reported on the meeting of the Joint Executive Board held on 18 April 2015. He highlighted that at the end of the 2014/2015 financial year the Associations had recorded a small surplus. The Associations were in the process of recruiting to the assessment panels which would decide upon applications for one or other level of the Local Council Award Scheme. Workplace pensions had also been discussed. The Associations representatives to National Council of the National Association of Local Councils (NALC) had reported on NALC's lobbying for Government to introduce a Parish Council Bill to modernise legislation relating to the sector. Since the Joint Executive Board Meeting he had attended a meeting of the Associations Finance & General Purposes Committee where a number of policies had been revised.

RESOLVED

That this be noted.

RESOLVED

That the minutes of the Joint Executive Board meeting held on 17 February 2015 be received.

15/15 **WORK OF THE YLCA AND NATIONAL ASSOCIATION OF LOCAL COUNCILS**

The Deputy Chief Officer gave a report on the work of the Associations since the meeting of the branch held in February 2015. He gave details of the amount of advice requests dealt with by the office since then, noted that support had been given to various member councils experiencing problems, that the Associations had liaised with several principal authorities to resolve problems regarding councils left inquorate after the recent elections, had carried out two internal audits of member councils and were working with the Yorkshire Dales National Park Authority to run the ballot process for the election of a parish representative for the Richmondshire area of the Authority. The March and May meetings of the Finance & General Purposes Committee, Employment and Audit Panels, the April meeting of the Joint Executive Board and the winter round of branch meetings had been serviced by staff. Membership subscriptions had been calculated and sent out to members. A number of editions of White Rose Update had been produced and circulated to members as well as e-mails on various topics. In addition an advice note on elections had been sent to members ahead of the elections in May. The Associations had co-operated with the Leicestershire Association and some others to produce binder inserts for councillor induction/information packs. In February a training session on the new Local Council Award Scheme had been organised for existing Quality Councils. The training programme for June and July had been circulated to members and the programme for the rest of the year would be circulated in due course. Ongoing support was being provided to campaigns in Bingley (Bradford), Guiseley (Leeds), Pannal (Harrogate), Stainland (Calderdale) and Thornton (Bradford) to create new local councils. Officers of the Associations had attended a variety of meetings including ones relating to the new Certificate in Local Council Administration qualification launched in April 2015, with the National Association of Local Councils (NALC) and Government regarding the New Local Councils Programme for 2015/2016 and along with the Plunkett Foundation had run a community rights event in Ilkley in March.

RESOLVED

That this be noted.

16/15 **BRANCH BUSINESS**

Liaison Group with City of York Council

Cllr P Powell gave an update regarding the work of the City of York Council Parish Liaison Group.

RESOLVED

That this be noted.

York Conservation Area Panel

Cllr P Powell presented an update on the work of the York Conservation Areas Advisory Panel. He reminded members present to make sure that the boundary lines of conservation areas in neighbourhood plans were accurate.

RESOLVED

That this be noted.

Motions to YLCA Joint Annual Meeting

That no motions be submitted to the Joint Annual Meeting but that the Deputy Chief Officer establish what was current NALC policy regarding Section 106 payments and that if need be the Joint Executive Board ask NALC to request of Government that it change its policy that no Section 106 payments should arise out of small developments.

17/15 **CURRENT NATIONAL ISSUES FOR LOCAL COUNCILS**

Transparency Code for smaller councils

The Deputy Chief Officer reported that since the last branch meeting the Transparency Code for Smaller Authorities (e.g. those local councils with a turnover below £25,000) had become mandatory as of 1 April 2015. Local councils to whom this was applicable would have to publish certain material online in order to comply.

RESOLVED

That this be noted.

Digital Transparency Fund

The Deputy Chief Officer reported that to help local councils comply with the Transparency Code for Smaller Authorities the Government would be setting up a Digital Transparency Fund to help local councils with the costs of transition to complying with the Code. For example the cost of purchasing a website. When details of the Fund were known the Associations would circulate them to member councils.

RESOLVED

That this be noted.

Workplace Pensions Auto Enrolment

The Deputy Chief Officer reminded member councils present of their obligations in respect of workplace pensions and automatic enrolment.

RESOLVED

That this be noted.

Local Councils Awards Scheme

The Deputy Chief Officer reported that the Associations had now recruited to the assessment panels who would decide upon applications for one or other level of the Local Council Award Scheme. Details of the application costs had been circulated to members and it was expected that the first applications would be assessed in July.

RESOLVED

That this be noted.

18/15 **OPEN FORUM FOR LOCAL ISSUES**

City of York Local Plan

The Branch Chairman reported that there had been no progress regarding the development of the local plan for the district but that following recent political changes at City of York Council its development was now being led by elected members. As a result it was expected that any emerging local plan would adopt a brownfield first approach.

RESOLVED

That this be noted.

Future of S106 payments

This matter had been discussed earlier on the agenda.

Local Issues

Various issues were discussed including broadband provision, the presence or otherwise of ward councillors at parish council meetings, and complications relating to the annual return figures and the Council Tax Support grant made by City of York Council.

RESOLVED

That this be noted and the Deputy Chief Officer contact the National Accounts and Audit advisor at NALC for assistance in resolving the issue with City of York Council.

19/15 **TO AGREE A SPEAKER IF REQUIRED**

RESOLVED

That Martin Grainger from City of York Council be invited to the next meeting to give an update regarding the development of the Local Plan. If he could not attend then the Chief Executive should be invited.

20/15 **DATE OF THE NEXT MEETING**

RESOLVED

That the next meeting of the branch be held on Thu 1 October 2015 (Folk Hall, New Earswick, 7pm)

Chairman.....Date.....