

Minutes of the meeting of the Ryedale Branch of Yorkshire Local Councils Associations held using GoToMeeting digital platform, on Wednesday 7 October 2020 at 6.45pm.

PRESENT

Ms S Brown (Chairman)	Harome Parish Council
Cllr H Pettiford (Vice Chairman)	Hutton le Hole Parish Council
Cllr N Ballard	Amotherby Parish Council
Ms V Ellis	Helmsley Town Council
Cllr Graham Lake	Malton Town Council
Cllr Jill Wells	Kirkbymoorside Town Council
Samantha Kettlewell	Oswaldkirk Parish Meeting
Cllr Paul Emberley	Malton Town Council
Cllr Val Arnold	Helmsley Town Council
Lesley Myers	Allerston and Witton Parish Council

IN ATTENDANCE

Nicola Moorcroft	YLCA Local Councils Officer
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APOLOGIES

None received

PRESENTATION AND DISCUSSION

Local Councils Officer provided a brief presentation on local (parish sector) councils of the future, which lead to a discussion of the following matters:

Better delivery of services for residents.

Blended meetings and other initiatives changing the demographic for local councillors being a positive move forward.

Do local councils want to be forward thinking or stay as they are?

CiLCA qualified clerks – why should this be limited to larger councils? Why should the aspiration or all parish councils be to employ a clerk with the requisite, skills, knowledge, experience and qualifications for the role?

Smaller councils working collaboratively (clustering), to ensure economies of scale and more efficient delivery of services, rather than grouping orders.

20/20 **MINUTES**

RESOLVED

That the minutes of the meeting held on 2 July 2020 be confirmed as a true and accurate record of the meeting.

21/20 **MATTERS ARISING**

There were none

22/20 **JOINT EXECUTIVE BOARD**

Report from Joint Executive Board representatives

Councillor Arnold provided a verbal report on the meeting of the YLCA Joint executive Board held 18 July 2020.

RESOLVED

That the minutes of the meeting of the Joint Executive Board held 18 April 2020 be received and the draft minutes of the annual meeting of the Joint Executive Board held 18 July 2020 be noted.

23/20 **WORK OF THE YLCA AND NATIONAL ASSOCIATION OF LOCAL COUNCILS**

The principal work activity for staff since the last meeting of this branch meeting has continued to be responding to casework advice requests from member councils. Since the last branch meeting most of the casework advice has resolved around COVID19 and lockdown procedures, remote meetings, social distancing in community buildings, appointment of councillor vacancies and much more.

The team have been working from their home and back in the office on a rota basis since July. However, we are now returning to WFH, given the new government announcement on the 22

September. This will continue until such time the government announces that we can return to work in the office.

Training since the end of June has been remote webinars and introduced the free sessions for Clerks and Councillors Discussion Forums.

- Off to a flying start for new councillors
- Spreading your wings for councillors who want further training to enhance their knowledge
- Committee Structure and processes
- Allotments
- Risk Assessments by BHIB
- Planning – all sessions have been full, quickly, the next session is due to be held on the 22 October at 6pm – 7.30pm, and it will be Broadening your Planning System knowledge.
- GDPR
- New Clerks Training
- Village Greens
- Protecting Parks and Green Space – by Fields in Trust
- Understanding the Code of Conduct – 14 October 10am
- Public Rights of Way – 13 October 2pm
- Disciplinary and Grievance policies and procedures – Grievance due on the 8 October.
- Cemetery Management – two sessions 21 Oct and 29 Oct.

Other activities:

The Joint Executive Board, Audit Panel and F&GP Committee met remotely.

Updates on the North Yorkshire and West Yorkshire Devolution have been provided in the White Rose Update. We would encourage everyone to read the fortnightly WRU and we also provide a fortnightly Training E-Bulletin, on the alternative week to the WRU.

YLCA training programme

A new training programme for October was circulated by email and it is also available on our website. The programme for November and December training sessions will be published shortly. Training is an essential tool for all councillors and clerks, and we would encourage everyone to do some training. One-hour webinars are £15.00 and the 3-hour webinar sessions (Off to a Flying Start example) £48.00.

In addition to the above we have circulated an offer for on-line finance training (finance, budgeting and VAT) from Steve Parkinson Partnership at a cost of £30, bookable through the YLCA.

Councillors and Clerks Discussion Forums

Clerk and Councillors Discussion Forums are a platform for them to discuss current issues, problems that may be resolved by discussing the issues with fellow clerks or councillors. The sessions are for 1 hour and an officer would be in attendance, they are free of Charge and they will continue throughout October and November.

24/20 **BRANCH BUSINESS**

To receive representatives' reports (Howardian Hill AONB and update on the work of the Malton and Norton Partnership)

No reports available.

To discuss the proposal for a North Yorkshire unitary authority

Local Councils Officer presented a precis of information received to date on the two current bids.

YLCA cannot take a view on either model because it does not know what its members want in this regard. We see ourselves as a conduit to provide information. We have been invited to take part in the meetings that NYCC is holding with parish councils (the first meeting in August created a small steering group of interested people); and will be listening mainly so that we can keep our members informed of what is happening. We have had no contact from the district/borough council movement regarding the involvement of parishes.

Considerable discussion ensued amongst branch attendees as to the advantages and disadvantages of the bids and the concerns of local councils regarding the potential loss of connection with a large (distant) unitary authority.

It was agreed that more detailed information was required about each bid and timings of the process.

25/20 **OPEN FORUM FOR LOCAL ISSUES**

To discuss any aspects of the effects of Covid-19 on local council work/administration and to share matters of good practice during the pandemic.

Helmsley Town Council:

Using noticeboard, Facebook page and website to engage residents. meetings held using Zoom; staff and councillors receiving training and experiments undertaken to increase bandwidth during meetings (turning off cameras and microwaves).

Malton Town Council:

Initially used teleconferencing to facilitate remote meetings, as felt it was important to engage with as many residents as possible. Additional training for councillors and council staff and purchase of appropriate equipment the council has now moved to video conferencing but still maintaining its transparency and engagement with the local community.

Allerston and Witton Parish Council:

Meetings held by Zoom with members of the public provided with dial in facility in an attempt to preserve bandwidth.

Hutton le Hole Parish Council:

Meetings being held using Zoom. Managing engagement with the community through a variety of means.

Kirkbymoorside Town Council:

Using a combination of video and tele conferencing for meetings, as yet no members of the public have attended. Community engagement using word of mouth, notice boards and regular contact with community groups.

Amotherby Parish Council:

Using Zoom to facilitate remote meetings, very few members of the public in attendance. Have an email list of residents for circulation of agendas and minutes.

Oswaldkirk Parish Meeting:

Held one meeting outdoors to sign off AGAR.

26/20 **TO AGREE A SPEAKER IF REQUIRED**

RESOLVED

That, depending on the situation nearer the time, an appropriate person to provide further detail on devolution be invited to attend the February meeting of the branch

27/20 **DATE OF NEXT MEETING**

To agree a schedule of meeting dates for 2021 and a venue for the next meeting

RESOLVED

That the meetings of branch for 2021 be held on:

Tuesday 2 February (Venue TBC)

Wednesday 2 June (Venue TBC)

Tuesday 5 October (Venue TBC)

Chairman:

Date: