

North York Moors National Park Authority Virtual Annual General Meeting

Public Minutes of the meeting held at The Old Vicarage, Helmsley on Monday 27 July 2020.

Present:

Jim Bailey, Peter Berry, Malcolm Bowes, Alison Fisher, Janet Frank, David Hugill, Patrick James, David Jeffels, Bob Marley, Shaun Moody, Heather Moorhouse, Caroline Patmore, Clive Pearson, Andrew Scott, Subash Sharma, Jeremy Walker, Colin Williamson. Andy Breckon (Independent Person)

Apologies:

Ena Dent, Sarah Oswald

Officers in Attendance:

Andy Wilson (Chief Executive), Briony Fox (Director of Conservation & Polyhalite Projects), Ian Nicholls (Head of Corporate Services), Chris France (Director of Planning), Michael Graham (Director of Park Services), Pete Williams (Head of Finance), Mark Antcliff (Woodland Officer), Mags Waughman (Head of Historic Environment), Debbie Trafford (Head of Recreation & Ranger Services), Mark Hill (Head of Development Management), Elizabeth Clements (Deputy Director of Conservation), Catriona McLees (Head of Marketing & Communication), Mike Hawtin (Head of Polyhalite), Rebecca Thompson (Future Farming Policy Officer), Richard Smith (Authority Solicitor), Vanessa Burgess (Committees & Customer Services Officer)

Copies of All Documents Considered Are In The Minute Book

The Chair welcomed everyone to the meeting.

26/20 Minutes

The meeting noted Janet Frank's abstention as she wasn't present at the meeting on 23 March 2020

Resolved:

That the public minutes of the meeting held on 23 March 2020, having been printed and circulated, be taken as read and be confirmed and signed by the Chair as a correct record.

27/20 Public Question Time

There were no questions from Members of the public.

28/20 Members Interests

Members were reminded of their responsibility to declare any personal and prejudicial interests relating to any agenda item prior to its consideration.

29/20 **Exclusion of the Public**

Resolved: That the public be excluded from the meeting during consideration of each of the items of business shown in column 1 of the following table on the grounds that each involves the likely disclosure of exempt information as defined in the paragraph of Part 1 Schedule 12A to the Local Government Act 1972 specified in column 2:-	
Item No on the Agenda	Paragraph No
20	1,2,3,4,7 & 10
21	1 & 2

30/20 **Extension of Elected Posts of Members**

Considered:

The report of the Authority Solicitor

Resolved: Members approved the proposed arrangement in paragraphs 6.1, 6.2 & 6.3 of this report.

31/20 **Annual Governance Statement**

Considered:

The report of the Head of Finance and the Head of Corporate Services

Ian Nicholls presented the report and informed members of a couple of further small amends/inclusions to the report:

- Statement to be signed off by the Authority's new CEO, Tom Hind
- At the suggestion of the External Auditors, further detail to be added to the External Audit report, with regard to the Authority's continuity of near normal service during the Covid pandemic
- Minor correction noted in Point 5 of the Statement – 2nd Bullet point – Review of Values should read 20/21 and revisions to Ethical Framework in 21/22

Members asked for further clarification of two bullet points in the Statement relating to; widening the scope of Parish Member appointments and supporting a renewed emphasis on the national reporting arrangements.

Resolved: Members reviewed the Draft Annual Governance Statement and the accounts in readiness for approval in October.
--

32/20 **Revised Budget Estimate 2020/21**

Considered:

The report of the Chief Financial Officer

Pete Williams updated Members on the following:

- Still a lot of uncertainties but the revised budget estimate provides the Authority with a new baseline which in turn helps manage future risk
- Planning income revised to 80% as no reduction in application income reported during Covid
- Need to continually review the budget due to; changes in Govt Policy, Lock down duration, possible risk of second wave of Covid
- Members were advised that W2Y funding would remain in the Authority's budget awaiting further information on W2Y's future direction.

Brief discussion followed on both the continuing challenges but also opportunities for spend to help the local community post Covid, such as supporting young people and grants to the community. Members suggested that Parish Councils might be a good mechanism for promotion.

Resolved: Members approved the revised budget for 2020/21 and the use of £111k of the emergency reserve to help balance the 2020/21 budget. Members approved the use of funds from the unallocated reserve to fund replacement of the car park machines as per section 8, more details on the costs and benefits to be reported back to either FRASC or NPA. Members delegated Officers to revise the tariff at Chop Gate in consultation with the Parish Council within the 20/21 tariff structure approved at December 2019 NPA. Members approved the Rural Recovery Fund and delegated delivery to Officers within the guidelines set out in paragraph 9 with flexibility to ensure the fund is fully spent by 31 March 2021. Officers are required to keep Members regularly updated on progress.

33/20 **Adoption of the Local Plan**

Considered:

The report of the Head of Strategic Policy

Members thanked the team for all their hard work on producing the new Local Plan.

Members commented on:

- Small dwellings guidance
- Monitoring and process for reporting back
- Review of Local Plan going forward
- Training session for Members – using our new local plan

Paul Fellows, informed members that monitoring would continue and be reported annually to members. There would be an ongoing review process for the Local Plan every 5 years.

All members voted for the recommendation.

Officers thanked Malcolm Bowes, Chair and all other members of the Development Plan Working Group for all their help and support

Action: Officers to plan a suitable training session on the Local Plan to support members work.

Resolved: Members:

Noted the Inspector's Report and recommended changes;
Adopted the revised Local Plan (incorporating the Inspector's Modifications) circulated with the agenda. In doing so, the document replaces the current Core Strategy and Development Policies Document (2008);
Adopted the accompanying Policies Map;
Authorised officers to make any further minor amendments or updating in producing the final version of the document;
Asked Officers to proceed with the arrangements to complete the adoption process in accordance with Regulations 26 and 35;
Agreed to the withdrawal of the 'Housing' Supplementary Planning Document.

34/20 Historic Environment Strategy

Considered:

The report of the Head of Historic Environment

Mags Waughman informed members that a glossary of terms would be added to the Strategy document.

Andy Breckon joined the meeting at 10.35am

Members welcomed the Strategy. Discussion followed on:

- Collaboration with other organisations, including Universities
- Action Plan to deliver the Strategy
- Need for additional resources to assist in built historic environment work
- Historic Grants Scheme and future budgets
- Spout House and the surrounding area

Members raised a concern that full implementation of the strategy might require additional resource than is currently allocated to this area of work. Mags explained that the strategy would be implemented through a series of Action Plans which would align with the Authority Business Plans, and that these would utilise a range of mechanisms for delivery. Briony Fox informed Members that a paper would be presented to NPA in December outlining the staff resource which would be required for effective delivery of the first Action Plan and to meet our priorities for the Historic Environment going forward.

Resolved: Members approved the Historic Environment Strategy as the basis for future Authority action relating to the historic environment.

Patrick James left the meeting at 11.00am

After a short 10 minute comfort break the meeting reconvened at 11.10am

35/20 National Parks and a Devolution Deal in York and North Yorkshire

Considered:

The report of the Chief Executive

Andy Wilson, presented members with a brief update.

Discussions focussed on more recent developments; NPA's being treated in the same manner as other planning authorities in terms of governance, The current sks regarding Unitarisation and the implications of a Combined Authority Mayor for National Parks were discussed. Officers and members considered it important that local members continue to work with National Parks and emphasised the need for local people but with a National remit.

It was agreed that the following sentence would be added at the end of the second paragraph on the recommendations..... **and this is reflected in the status of the Management Plan**

Resolved: The Authority continued to support the financial asks and wider environmental ambitions but withheld its support from the overall Devolution Deal unless it specified that one of the Asks is for statutory protection for the NPAs' planning powers.
Members asked officers to continue to press the case at a local and national level for statutory protection of the NPAs planning powers and the primacy within the NP of the twin purposes and this is reflected in the status of the Management Plan
Officers were asked to raise the issue of NPA membership in any discussions over unitarisation with the aim of avoiding too large a representation from any one authority.

Heather Moorhouse left the meeting at 11.42am

36/20 Environmental Land Management (ELM) System

Considered:

The report of the Future Farming Policy Officer

Rebecca Thompson informed members that Defra had been in contact re: suggestions/interest in possibly extending our trial which is currently due to end in November. Rebecca told members that although the Authority still didn't have any detail on the proposed new programme, being part of the trials was a good opportunity for the Authority to input.

Resolved: Members noted the level of engagement that the Future Farming Policy Officer had had with DEFRA on the test and trials stage of the development process for the new Environmental Land Management System.

37/20 Forest Design Plan Consultation – Sneaton Forest

Considered:

The report of the Woodland Officer

Mark Antcliff was asked about the consideration to management of Archaeology within the Plan.

Mark advised that the Authority was still awaiting maps. But had consulted with the historic environment team and they considered there to be no issues. While Forestry England tend not to have an Archaeologist on site all the time while work is being carried out they do take archaeological matters very seriously.

Action: Mark Antcliff agreed to contact FE to check further re: Archaeology

Resolved: Sneaton Forest Design Plan was welcomed for the contribution it makes to National Park purposes; Comments were made to Forestry England and Forest Services as indicated in the report.

38/20 **Polyhalite Projects Annual Summary**

Considered:

The report of the Director of Conservation and Polyhalite Projects

Members were keen for regular updates to continue re: S106 projects and spend. The Authority was still in discussions with W2Y in relation to S106 funds, but there was no immediate requirement to allocate the funds.

One Member asked whether the Authority had been able to source an alternative to plastic tree guards which are currently used in the Park. Briony assured the member that colleagues were involved in a group to look at this, but no suitable alternative was available at present. However as part of S106 funding agreements tree guards were removed and recycled as part of the growth cycle of the trees.

Resolved: Members noted the report and confirmed the arrangements to utilise the 2020/2021 Landscape and Ecology Contribution.

39/20 **Health and Safety**

Considered:

The report of the Head of Corporate Services

Members thanked Ian Nicholls and Officers for the way in which the Authority had coped with all the tremendous challenges which had been brought on by the Covid pandemic. H&S had been a huge element of the Authority's work over the last few months, well done to all for the work already undertaken and for the work on going.

Resolved: Members approved the Health and Safety Policy attached as **Appendix 1 to the report**; and Approved the health and safety action plan detailed in paragraph 5.1.

40/20 **Periodic Review of Standing Orders, Financial Regulations and Scheme of Delegation**

Considered:

The report of the Authority Solicitor

Action: Committees Officer to update documentation on 1 September 2020

Resolved: Members approved the proposals in paragraphs 4 and 5 of the report, with the changes to come into force on 1 September 2020.

41/20 **Interim Arrangements for Chief Executive**

Considered:

The report of the Chief Executive and Solicitor

<p>Resolved: Members approved the time limited delegation of the Chief Executive's functions to the Director of Planning as set out in the report.</p>

42/20 **Hedgerow Replacement Notice – Report for Information only**

Members noted the report.

43/20 **Other Business**

Jim Bailey asked members if they had found the fortnightly meetings useful and wished them to resume as from August. Members said they would welcome the continuation of the fortnightly catch ups.

Jim Bailey informed the meeting that it was the last formal meeting which would be attended by Andy Wilson, CEO before his retirement. Members thanked Andy for all his hard work, not to mention his passion for the NYMNP and wished him well in his retirement.

Andy thanked everyone, saying he had been very fortunate, working and living in such a beautiful place and also lucky with the staff and members he had had the opportunity to work with, the NPA was a terrific place.

Action: Officers to allocate dates to resume fortnightly meetings as from the start of August 2020.

Action: Officers to find a suitable date in September to arrange a leaving get together.

..... (Chair)
2 November 2020

**Public Summary of Items considered "in private"
at the meeting of the Authority
on 27 July 2020**

Private Minutes

Members agreed that the private minutes of the meeting held on 23 March 2020, having been printed and circulated, be taken as read and be confirmed and signed by the Chair as a correct record.

Private Minutes

Members agreed that the private special minutes of the meeting held on 15 May 2020, having been printed and circulated, be taken as read and be confirmed and signed by the Chair as a correct record.