

# LANGTHORPE PARISH COUNCIL

## NOTICE OF MEETING

7 June 2018

To: **The Members of Langthorpe Parish Council**

Dear Councillors:

I hereby summon you to the following meeting of **LANGTHORPE PARISH COUNCIL** to be held at Coronation Hall, Milby, North Yorkshire YO51 9BL:

### **FULL MEETING OF THE COUNCIL TUESDAY 12 June 2018 at 19.35**

Please see the Agenda for the meeting below:

Yours faithfully,

H Heavisides



Clerk of the Council

07903 851419

*Note: Members are reminded of the need to consider whether they have any pecuniary or non-pecuniary interests to declare on any of the items on this agenda and, if so, of the need to explain the reason(s) why. Queries should be addressed to the Monitoring Officer Ms. Jennifer Norton 01423 556036.*

### **COUNCIL AGENDA – Tuesday 12 June 2018 19.35**

**(Members of the public and press have the right to address the Council between 19.45 and 20.00 unless agreed otherwise prior to the Meeting)**

- 1) **Welcome**
- 2) **To receive apologies and reason for absence**
- 3) **Declarations of interest in items on the Agenda**
- 4) **Minutes of the Annual Meeting held on Tuesday 22 May 2018**
- 5) **Public Questions and Statements**
- 6) **Matters Arising (not covered elsewhere)**
  - a) **To receive** an update on policing issues in the parish from North Yorkshire Police present.
  - b) **To receive** a report from Harrogate Borough Council (HBC.)
  - c) **To receive** a report from North Yorkshire County Council (NYCC).
  - d) **Election of Vice-Chairman 2018-19**
  - e) **To receive** an update regarding the General Data Protection Regulations (GDPR.):
    - i) **To receive** an update on email addresses for Councillors.
    - ii) **To receive further information on** the appointment of a Data Protection Officer (DPO).
  - f) **To receive** an update on the situation regarding the sewerage system in the parish.
- 7) **Correspondence as received by 6 June 2018.**
  - a) **To receive** the resignation of the Parish Clerk/RFO and **to approve** the procedure for the appointment of a new Parish Clerk/RFO.
  - b) **To receive** a request for Parish Council involvement in 1322-2022 Battle of Boroughbridge commemorations.
  - c) **To receive** a request from HBC for assistance with the 'Crime not to Care' fly tipping campaign.
  - d) **To receive** confirmation of the next meeting of the YLCA on 18 June at the Jubilee Room, Boroughbridge.
  - e) **To receive** details of the next HBC Parish Consultation Meeting of 28 June 2018.
  - f) **To receive** a request from HBC to comment on the draft Sport and leisure Strategy.
  - g) **To receive** a list of training dates from the YLCA
  - h) **Correspondence received between the date of posting of the Agenda and the date of the Meeting will also be considered.**
- 8) **New Business**
  - a) **To discuss** organisational action points for Battle's Over event on 11 November 2018
  - b) **To discuss** sending a photograph of cricket from Langthorpe archives to the Yorkshire Cricket Club
  - c) **To review the policies below:**
    - i) **To approve** alterations to Standing Orders.
    - ii) **To confirm** policies listed are up to date: Financial Regulations, Asset Register, Publication Scheme, Media Policy, Disciplinary and Grievance Policy, Code of Conduct.
    - iii) **To approve** the following GDPR policies – Privacy Statements – General; Email; Staff, Councillor & Role Holders; Information Audit; Consent Forms – Cottage Tenants/Leeming Lane Garden.
- 9) **Financial**
  - a) **To receive** the bi-monthly bank reconciliation.
  - b) **To receive** invoices/salaries to be paid (List below):

<b>Payee</b>	<b>Amount</b>	<b>C / b.p.</b>	<b>NOTES</b>
Clerk's Salary - March/April/May paid 28/03/18&28/04/18	£ 589.75	b.p.	3 months' salary
Final Quarter HMRC Tax & NI	£ 29.40	b.p.	Paid 23/04.18

Boroughbridge Town Council re SLCC GDPR Training	£ 9.50	b.p.	Paid 23/04.18
Johnson's Plumbing - Holly Cottage Boiler repair	£ 84.00	b.p.	Paid 09/05/18
HJ Heavisides - Expenses - Windows 365	£ 59.99	b.p.	Paid 09/05/18
Zurich Municipal - PL Insurance	£ 937.76	b.p.	Paid 24/05/18
St James' Church - Commuted sums for noticeboard	£ 600.00	b.p.	Paid 24/05/18
Coronation Hall - May meeting	£ 16.00	b.p.	Paid 24/05/18
Farm & Land Services Ltd	£ 421.80	b.p.	Paid 24/05/18
Kirby Hill All Saint's Church - Commuted sums	£ 267.90	b.p.	Paid 24/05/18
Vision ICT - Annual website hosting and support	£ 150.00	b.p.	
YLCA - Councillor Training	£ 45.00	b.p.	
Clerk's Expenses - Postage/ink/stationery/travel to GPDR course (York)/Telephone	£ 115.69	b.p.	
<b>TOTAL</b>	<b>£ 3,326.79</b>		

c) To receive list of receipts by 30 May 2018 (List below):

<b>INCOME FOR May 2016</b>	
Cottages - March/April/May	£ 2,595.00
Commuted Sums	£ 1,026.90
VAT Refund	£ 455.71
Leeming Lane Garden	£ 20.00
Interest - 31--01/0304/18 - 30/04/18 & 01/05/18 - 31/05/18	£ 1.16
<b>TOTAL</b>	<b>£ 4,098.77</b>

d) To receive the final quarter budget review and recommend a 6 monthly review be considered for the future.

e) To approve the 2% pay increase back dated to 1 April 2018 in line with NALC agreement.

f) To receive a request from the Chamber of Trade to support the funding of the Christmas Lights for 2018/19

10) Planning –

a) To receive the undermentioned decision notification:

**6.56.95.A.TPO 18/01298/TPO**

Crown thinning (by 10%) of 1 Turkey Oak Tree (T1) within TPO order 02/1992.

**Old Oak 22 Riverside Gardens Langthorpe North Yorkshire YO51 9GB**

**Refused**

11) Reports

a) **Emergency Committee** – To receive an update on emergency committee activities. (MJC).

b) **Joint Parish Council (JPC)** – To receive a report from the JPC meeting of 7 June 2018.

c) **Safer Neighbourhood Group (SNG)** – To receive an update on SNG issues

12) Agenda Items

a) **Highways/Rights of Way** –

i) To receive feedback from 95 Alive regarding a request for speed controls on Skelton Road.

ii) To receive an update on the request for a meeting with NYCC Highways regarding the condition of Lowfield Lane.

iii) To receive information on blocked drains on the road by Minerva Court, on Leeming Lane and by Green Acres.

iv) To receive an update on the HGV Restrictions through the Parish.

v) To receive information regarding graffiti in the parish.

b) **Cottages** –

i) To receive 3 quotations for maintenance work on the Cottages.

ii) To review the Cottages rent.

c) **Commuted Sums** – To receive information regarding commuted sums.

- d) **Play Area – To discuss** maintenance of the Play Area equipment.
  - e) **Leeming Lane Garden – To discuss** the cutting of the hedge.
  - f) **Picnic Area –**
    - i) **To receive confirmation** regarding work on the trees in the Picnic Area (application no. 17/05163/TCON).
    - ii) **To receive** an update on a sign for the Picnic Area Car Park.
    - iii) **To receive a quotation** for the removal of the metal surrounds to 2 trees.
    - iv) **To receive an update** the condition of the area in front of the waste bins.
  - g) **Street Lights – To receive** information on streetlights in the parish.
- 13) **To confirm the date of the next meeting of Langthorpe Parish Council on 17 July 2018.**

Following the Local Government Audit and Accountability Act 2014 the right to record, film and to broadcast meetings of the Council, Committees and Sub Committees is established, but anyone wishing to do so, should advise the Clerk or Chair of the Council, to ensure compliance with LPC's adopted policy to effectively and lawfully manage this activity.