

LANGTHORPE PARISH COUNCIL

MINUTES OF THE COUNCIL MEETING HELD ON

TUESDAY 21 JULY 2015

At Coronation Hall, Milby YO51 9BL

PRESENT : Cllr M Collins (Chairman), D Fearnside (Vice Chairman), Cllr L Gill, Cllr S Beaumont, Cllr M Fisher, District Cllr N Brown, County Cllr R Windass, H Heavisides (Clerk)

Members of the Public: One member of the public was present

Late Arrivals: Cllr Windass (7.35)

Early Departures: Cllr Brown (8.25), Cllr Windass (8.45)
The meeting opened at 7.30pm

- 1) **Welcome**
- 2) **Apologies and reason for absence** - Cllr B Knowles, PC Waite
- 3) **Minutes of the last meeting held on Tuesday 19th May 2015 - RESOLUTION:** To sign the Minutes as an accurate record of the meeting held. Proposed Cllr Fearnside, Seconded Cllr Gill
- 4) **Declaration of Interests:** Cllr Fearnside declared an interest in item 8a(i), Cllr Collins declared an interest in item 8a(ii)

Item 8a (ii) moved here to accommodate member of the public who was present for this item. Cllr Fearnside chaired this part of the meeting as Cllr Collins had registered an interest.

i) 6.56.76.OUT 15/02853/OUT

Outline application for the erection of four dwellings with access considered (site Area 0.48ha)
Land north of Langthorpe Villa, Skelton Road, Langthorpe, North Yorkshire, YO51 – Three letters of objection have been received from residents of Langthorpe regarding this application. Objections referred to impact on residential amenity regarding: a) the size of the development; b) Back Lane Access; c) Skelton Road Access; d) the land being outside of the development limit; e) adverse impact on the setting of the Grade II listed building, Langthorpe Villa; f) proximity to other properties; g) effect of building work on other homes in the neighbourhood; h) demolition of listed wall; i) visual impact.

The Council agrees with the above objection reiterating also that building lines should be adhered to and noting the access/egress issues which are of concern.

B The Council objects on the planning grounds set out above.

Cllr Collins resumed the Chair.

5) Matters Arising (not covered elsewhere)

- a) **Appointment of Parish Clerk - To ratify the appointment of the new Parish Clerk and confirm employment start date** - RESOLUTION: Helen Heavisides should be appointed as Parish Clerk with immediate effect.
- b) **Harrogate Borough Council (HBC), Dog Bins** – HBC have replied to inform the council that 27 councils have replied to survey inquiring about the provision of extra bins of which 8 showed an interest in having more. This is not enough to make it a worthwhile investment. HBC are talking about what is feasible and will report to the Parish Council in September.

- c) **North Yorkshire County Council, High School Bus Parking, Skelton Road** – Preference would be to collect and deliver the students outside the Fox and Hounds and not the corner of Leeming Lane. Cllr Windass has spoken to the transport office who informed him that they would talk to the coach operator.

6) Correspondence as received by 19th July 2015

- a) **To receive information on the Harrogate Borough Council (HBC) Local Plan Consultation** - HBC is currently preparing a new Local Plan which will set out how the district should grow and develop up to 2035. The council will be undertaking a six week consultation, between 17 July – 28 August 2015, which will be the first opportunity for Parish Councils to help shape the new Local Plan and make a difference by helping HBC to plan for the future. HBC want Parish Council's views on where, when and how growth may take place across the whole district, and what HBC can do to protect and improve the things that matter. Parish Council's are being urged to respond. Kirby Hill Parish Council has invited Langthorpe Parish Council to form a joint group to discuss the plan and produce a uniform proposal for sites in the area that would be appropriate or not appropriate for developments. Cllr Brown supports the formation of such a group and stressed that the opinion of the Parish Councils would be taken into account. This will be arranged for Tuesday 11 August 2015, Coronation Hall 7.30pm. Cllrs Fisher, Fearnside to attend. Clerk to send log on details for the HBC website to the councillors. **Action: Clerk**
- b) **To receive notification of the Roecliffe and Westwick Neighbourhood Area Consultation** – On 22 April 2015, HBC received a formal submission from Roecliffe and Westwick Parish Council requesting designation of a Neighbourhood Area. This should match the current Roecliffe and Westwick Parish Council boundary. Cllr Collins would like to be involved in any plan as there is a joint boundary along River Ure. Cllr Collins to write to Roecliffe and Westwick Parish Council. **Action: Cllr Collins**

Harrogate Borough Council (HBC) - Cllr Nick Brown Report:

HBC office accommodation – Changes have now been approved. Payback will be over 7.4 years. This is due to be built by 2017.

Local Government Boundary Review – This is due in May 2018. HBC are discussing how big Harrogate should be.

Bus Service – Cllr Brown would like this to come to the HBC Scrutiny Committee.

North Yorkshire County Council (NYCC)- Cllr Windass Report:

Change of Leadership – A resident of Area 6 now in charge of highways which may be advantageous.

Schools – The budget will remain the same as it is ring fenced. NYCC are looking to combine more primary schools. High Schools will not be affected in the Boroughbridge area. By 2020 no funding will be available from Central Government and this is made worse by caps on council tax.

Grass Cutting – Junctions are being cut. Other areas with long grass are met with conflicting approval/disapproval.

Street Lighting – Energy saving measures have come into force which involve turning off lights between midnight and 6am in estates.

Triathlon – NYCC approved road closures for this but the triathlon association should let the Parish Council's know. Skelton Parish Council is not happy with the period of notice given of the event taking place. Cllr Windass to lodge a complaint about this matter. **Action: Cllr Windass**

- c) **To receive information on required changes to the council's open space and village halls supplementary planning documents (SPD)**– Recent changes to National Planning Policy Guidance (NPPG) now mean local planning authorities cannot impose planning obligations (including commuted sums) on small scale developers, custom and self-builders. HBC will explore all potential solutions to this issue and monitor the approach of other local planning authorities and planning case law on this matter. The Council will also continue to work towards the introduction of a Community Infrastructure Levy (CIL) to the District.

7) Financial

a) Appointment of Responsible Financial Officer (RFO) and Councillor with Financial responsibilities:

RESOLUTION: Mrs H Heavisides should be appointed as RFO. Cllr Fearnside should be appointed as Councillor with Financial Responsibilities.

b) Financial Regulations – This is a legal requirement. The RFO, Cllrs Collins and Fearnside will draft and present at September/November meeting. **Action: Cllrs Collins, Fearnside, Clerk/RFO**

c) Asset Register – An asset register will be drafted containing fishing rights, picnic area, play area, cottages, benches, notice boards. **Action: Clerk/Cllr Collins**

d) Local Audit (Smaller Authorities) Regulations 2015. To certify Langthorpe Parish Council as exempt authority – There needs to be an announcement on website/notice board to declare the council's gross income and gross expenditure for the financial year 2015/16 does not exceed £25,000. This will qualify the Parish Council to then be covered by the Smaller Councils Transparency Code. Clerk to send wording to Cllr Fisher to post on website. **Action: Clerk**

e) Clerk's report and monthly statement –

i) Balance of accounts –

Current Account £7,343.16

Money Manager Account £11,976.86

ii) To receive the bank reconciliation – **APPENDIX 1** – Received and noted.

f) Payments (List below)

100756	BDHS (Langthorpe Project)	£300.00
100757	S P Saunders (Cottages)	£520.00
100758	Zurich (Insurance Renewal)	£650.52
100759	Searles Carpets (Cottages)	£170.00
100760	Farm and Land (Grounds and Gardens)	£450.00
100761	YLCA (Membership)	£270.00
100762	S P Saunders (Picnic Area)	£265.00
100765	Clerks Expenses	£ 10.52
100764	Copying Expenses	£ 3.00

100763 - CANCELLED

RESOLUTION: Salaries and invoices should be paid. Proposed Cllr Gill Seconded Cllr Fisher

g) Changes to the HSBC Bank mandate – Changes approved and agreed. **Action: Clerk**

h) Beyond the Pews subscription £120 – Sponsorship will be provided in return for a mention as sponsors in 4 issues. Agreed and approved.

i) Fishing rights charges – No fishing rights charges have been received in 2014/15. Clerk to investigate who to contact for payment. Payment in 2013/14 was £320. An increase to £400 was proposed and agreed. Clerk to raise an invoice for payment. **Action: Clerk**

j) Cottage rents review date – To be considered at September meeting.

k) Christmas Lights – Chamber of Trade pay £2,100 of which Boroughbridge TC pay £1,000. Langthorpe Parish Council agrees to make an annual donation of £200. To be reviewed in 5 years.

8) Planning - Planning received by 19th July 2015

a) To consider under-mentioned planning applications:

i) 6.56.14.M.FUL 15/02773/FUL To consider under-mentioned planning applications:

Erection of new dwelling with associated car parking in garden area west of Orchard Cottage; and alterations to fenestration of Orchard Lodge (site Area 0.1ha)

Garden West of Orchard Cottage, Skelton Road, Langthorpe, York North Yorkshire YO51 9BZ

A The Parish Council has no objections

ii) 6.56.76.OUT 15/02853/OUT

Outline application for the erection of four dwellings with access considered (site Area 0.48ha)

Land north of Langthorpe Villa, Skelton Road, Langthorpe, North Yorkshire, YO51

B The Council objects on the planning grounds set out above - This item was moved to earlier in the meeting.

iii) 6.56.15.F.FUL 15/02884/FUL

Extension to the porch, erection of lean-to orangery and changes to fenestration.

Norwood House, Leeming Lane, Boroughbridge North Yorkshire YO51 9BH

A The Parish Council has no objections

b) Notice of Decision on Planning Application

Felling of 1 lime tree of T1 Tree Preservation Order 35/2002

2, Greenholme Close, Langthorpe, York North Yorkshire. YO51 9GA

Refuse Consent

c) Notice of Tree Preservation order- TPO 30/2015 – Land Comprising OS Field 1541, Skelton Road, Langthorpe

Received and noted

9) Sub Committees

a) Joint Parish Meetings (MC/MF) – Morrisons advertising to be addressed by Boroughbridge Town Council. BACLA looking for younger committee to commit to the decision regarding the future of Boroughbridge library.

b) Yore Vision (MC/MF) Nothing to Report

c) Emergency Committee (MF/MJC) Nothing to Report

d) Safer Neighbourhood Group - Nothing to Report

10) Agenda Items

a) Council Standing Orders – Standing Orders (the rules governing the council) will be drawn up for approval at a later meeting. **Action: Clerk/Cllr Collins**

b) Graffiti and litter under bridge – The graffiti is still there. Further correspondence to be sent to Aecom (company authorised by highways to look after bridge located next to Area 6 Stump Cross). Clerk to contact to ask for action. **Action: Clerk**

c) Circulation of correspondence – Clerk suggests correspondence received should be scanned and sent via email to the councillors. Emails received should also be forwarded to the councillors. Cllr Gill still to receive paper copies of the above. Planning still to be circulated via folder. Agreed and accepted.

- d) **Neighbourhood Watch** –Nothing to Report.
- e) **Highways**
 - i) **Skelton Road Repairs** - Nothing to Report.
 - ii) **Signpost at roundabout**- Nothing to Report.
 - iii) **Hedges encroaching on footpath especially outside Old Hall.** – Clerk to write to Old Hall requesting the beech hedge be cut back so access along the pathway is made easier. **Action: Clerk**
 - iv) **Cutting back of grass growing over tarmac on same footpath.** – Highways promised to address this but it has not yet been actioned. Kirby Hill Parish Council has cut their own grass back. Langthorpe Parish Council to investigate cutting back themselves. Cllr Collins to obtain a quotation for consideration and to see if commuted sums £331 can be used. **Action: Cllr Collins**
 - v) **Closure of road (one way) due to cycle races.- Issue addressed above (Triathlon) under NYCC Report.**
- f) **Cottages**
 - i) **Holly Tree cottage** – Tenant has requested that a tree is cut down in front garden. Cllr Beaumont to visit and report at September meeting. **Action:Cllr Beaumont**
 - ii) **Rose Cottage** - Nothing to Report
- g) **Brighter Boroughbridge and District** - Nothing to Report
- h) **Bus Service** – There is some reduction in service from York to Ripon – now to finish at Park and Ride. Still feasible to visit and stay in York for 2.5hours. Ripon Service to Harrogate is now not feasible with several changes. The Parish Council is not happy with this. Cllr Collins to send an objection to these cuts. **Action: Cllr Collins**
- i) **Archaeological Project** – Dog Kennel Lane walk board is now in place
- j) **Commuted Sums** - £3,000 available for sports, £2,300 for community green space, £3,800 for young people. Some may be available for picnic area and £3000 for village hall. Other areas also have money available.
- k) **Play Area (MC)** – Cllr Fisher will be on duty in July and August.
- l) **Picnic Area** –
 - (i) **Tarmac** Two quotations for tarmac have been received to prepare the ground and lay 40 mil of tarmac to cover existing area - £9,770.03 (inc vat) and £14,800. It was proposed that the Council accept the quotation for £9,770.03. Vat claim to be recovered which should assist in paying for this. To be commissioned as soon as reasonably possible. Cllr Gill to contact to commission. **Action: Cllr Gill**
 - (ii) **Commemorative Bench** –Letter of thanks received.
- m) **Street Lights** – Nothing to report
- n) **Web Site** – Clerk to be given access to administration. **Action: Cllr Fisher/ Clerk**
- o) **Welcome Pack** – Nothing to report

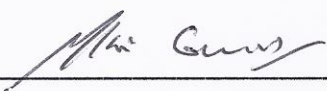
Any Other Business:

Giant hog weed on river bank opposite Langthorpe. Clerk to contact Canal and River Trust to ask for removal. **Action: Clerk.** Roeclyffe Parish Council to be contacted **Action: Cllr Collins**

Jubilee for 90th birthday of the Queen – agenda for next meeting

Warm congratulations were offered by the Councillors to Cllr Collins for his award of MBE. They noted that this award was well deserved for his commitment to the community over many years.

To confirm that the next Meetings of Langthorpe Parish Council are Tuesday 15 September and Tuesday 17 November 2015 at 7.30pm at Coronation Hall, Milby YO51 9LB

Signed:  Meeting closed at 9.30pm
 Dated: 15/9/15
 Chairman

Presented to Council on Tuesday 21 July 2015

Balance per bank statements as at 14 July 2015

Current account	£	7,343.16
Money Manager account		11,976.86
Cheques not on Statement		
Net balances as at 14 July 2015		19,320.02
		378.52
		18,941.50

The net balances reconcile to the Cash Book (receipts and payments) for the year, as follows:

CASH BOOK

Opening balance 1 April 2015	19,927.74
Plus Receipts in Year	3,012.80
Less Payments in Year	3999.04
Closing balance per cash book as at 14 July 2015	18,941.50

TEMPORARY STATEMENT CURRENT ACCOUNT

14Jul2015 10:52

Product 40122870518093

Langthorpe Parish Council

Last statement date 14Jun2015

Date	Description	Amount	Balance
	Balance brought forward		7,222.16Cr
22Jun2015	CR WILLIAMSON	450.00Cr	7,672.16Cr
01Jul2015	CHQ 100756	300.00Dr	
01Jul2015	SO L R GILL & SON	100.00Dr	
01Jul2015	SO HARPER E L	74.00Dr	7,198.16Cr
09Jul2015	CR MR ANTHONY KENDREW	415.00Cr	7,613.16Cr
14Jul2015	CHQ 100761	270.00Dr	7,343.16Cr

End of report

TEMPORARY STATEMENT MONEY MANAGER ACCOUNT

14Jul2015 10:49

Product 40122891066536

Langthorpe Parish Council

Last statement date 14Jun2015

Date	Description	Amount	Balance
	Balance brought forward		11,976.17Cr
14Jul2015	CR GROSS INTEREST	0.69Cr	11,976.86Cr

• End of report

Clerk's Expenses 21.07.15

17.06.15	Post Office Postage of Annual Return	£	2.05
24.06.15	2nd Class Stamps	£	6.48
01.07.15	Envelopes	£	1.99

TOTAL £ 10.52