

LANGTHORPE PARISH COUNCIL

MINUTES OF THE FULL MEETING OF THE COUNCIL HELD ON TUESDAY 20 SEPTEMBER 2016

At Coronation Hall, Milby YO51 9BL

PRESENT: Cllr M Collins (Chairman), Cllr D Fearnside, Cllr M Fisher, Cllr P Gill, M Boswell, Cllr N Brown Sergeant A Graham, H Heavisides (Clerk).

Members of the Public: None

Late Arrivals: None

Early Departures: Sergeant A Graham (20.04), Nick Brown (20.16)

The meeting opened at 7.37pm

- 1) **Welcome**
- 2) **Apologies** - Cllr L Gill, Cllr R Windass
- 3) **Minutes of the last meeting held on Tuesday 19 July 2016 – RESOLUTION** – to sign the minutes as an accurate record of the meeting held. Proposed Mike Fisher; Seconded David Fearnside.
- 4) **Declaration of Interests** - None
- 5) **Public Questions and Statements** – Sergeant Andy Graham reported that Inspector Williamson has now been appointed to the region. Sergeant Graham has been unable to replace PC Waite. A review is in progress. There is likely to be an increase in Police Community Support Officers. Boroughbridge Police Station will not be closing in October. It is not known how long it will take to close the station. Cllr Brown mentioned the trouble reported at the Anchor Inn. Sergeant Graham will look into the issue.

Sergeant Graham leaves 20.04

6) Matters Arising (not covered elsewhere)

- a) **Harrogate Borough Council (HBC)** – Cllr Brown reported that Crescent Gardens is close to being sold. Boundary commission consultation has now closed – this will have no real effect on Langthorpe. Cllr Brown is meeting with Gary Bell (Chief Planner) and invited the parish Council to offer questions to be put to him. The Parish Council will be offered the chance to be consulted on the areas designated for future development. No comment available re the requirement for affordable housing on Gladman 1. Cllr Collins will contact Cllr Brown after he meets with the commuted sums officer.

Cllr Brown leaves 20.16

- b) **North Yorkshire County Council (NYCC)** – No report available
 - c) **To receive an update on the request to extend the speed limit towards Skelton** – A reply has been received asking for the Parish Council to complete a speed concern report which can be used to evidence speeding through the village of Langthorpe. Once submitted this will be used to assess the situation. This is not the answer to the question that the Parish Council were asking. Cllr Collins and Clerk to draft another letter.
Action: Clerk/Cllr Collins
 - d) **To receive and update on the complaint regarding jet ski on the Ure.** Clerk has spoken to Canal and River Trust (CRT) who suggest a 2-pronged approach to address the problem. Clerk will write to the Marina to request cooperation. Clerk to request speed limit signs be installed by the CRT. **Action: Clerk**
- 7) Correspondence as received by 13 July 2016**
- a) **To receive an invitation to attend Parish Consultation Meeting on 24 October 2016** – Email received asking for any questions the Parish Council would like to be answered to be submitted before 7 October 2016. Cllr Boswell would like to attend. **Action: Cllr Boswell**
 - b) **To receive letter of thanks from Kirby Hill Church.** A letter of thanks for the £500 donation to the church Community Fund has been received. Received and noted.
 - c) **To receive an invitation to attend plaque dedication for Archie White VC.** Invitations gratefully accepted.
 - d) **To receive information regarding arrangements for Remembrance Sunday.** – Cllr Fearnside to lay Parish Council wreath at Kirby Hill Cenotaph.

Correspondence received between the date of posting of the Agenda and the date of the Meeting will also be considered.
– None

8) Financial

- a) To receive the bi-monthly bank reconciliation - APPENDIX 1 - Received and noted.
- b) To receive invoices/salaries to be paid (List below): **RESOLUTION:** Salaries and Payments should be made.
Proposed Mike Fisher; Seconded David Fearnside **Action: Clerk**

100805	Kirby Hill Church Fund	£500.00
100806	Farm and Land Services	£630.00
100807	Johnsons heating and Plumbing – Holly Cottage boiler service	£ 88.00
100808	Ludus – Play Area Repairs, new swing seats	£913.20
100809	Clerk's Wages – August	£ 140.09
100810	JC Trees – Picnic Area branch storm damage	£ 654.00
100811	Clerk's Expenses- Postage/ink	£ 49.53
100812	PFK Littlejohn – Annual Return	£120.00
100813	Boroughbridge Town Council – SLCC Course payment	£ 18.40

TOTAL £3,113.22

- c) To receive list of receipts by 31 August 2016 (List below): Received and noted

Interest – Money manager Account	Statements 31 July/31 August	£ 1.18
Cottage Rents July/August		£1,730.00

Total £1,731.18

- d) To receive the Annual Return – The external auditors report highlighted a matter regarding the re-evaluation of the Cottages. The law in this respect will change for next year and the Parish Council is reminded to ensure that fixed assets are revalued in accordance with the applicable Practitioners' Guide. Noted.
- e) To receive details of the closure of Boroughbridge branch of the HSBC Bank. – Boroughbridge branch of the HSBC Bank will close on 14 October 2016. The closest branch will be in Ripon. The Parish Council could withdraw and deposit monies via the Post Office but a debit card will be necessary to do this. The Council could consider changing to Barclays Bank but only 3 signatories would be allowed on the account and online banking would be mandatory (no paper statements would be issued). The RFO Recommends that the Parish Council remains with HSBC. The council is in agreement and suggests online banking would be advisable. **RESOLUTION:** The Parish Council approves the initiation of online banking. Clerk to make arrangements and Clerk and Cllr Fearnside to devise alterations to Finance Regulations for approval at the next full meeting of the council. **Action: Clerk/Cllr Fearnside**
- f) To receive notification of HSBC interest rates. Received and noted.
- g) To receive an update on the application for Transparency Code funding. Funding granted and £224.84 paid into the Parish Council Account on 7 September 2016.
- h) To agree a donation to Beyond the Pews magazine –**RESOLUTION:** A donation of £120 to be made to Beyond the Pews magazine for 2016

9) Planning –

- a) To consider the under-mentioned planning applications:

i) 6.56.12.O.DVCON 16/03108/DVCON

Deletion of Condition 4 (Occupancy Restriction) and 7 (Car parking) to allow for use of annex as an independent dwelling of Planning Permission 6.56.12.K.FUL – Conversion of existing outbuilding and garage to form ancillary living accommodation (Site Area 0.009 ha)

The Barn Fox and Hounds Skelton Road Langthorpe YO51 9BZ

C – The Parish Council does not object to or support the application but wishes to seek safeguards that separating the barn from the Pub will have no detrimental effect on the business of running a public house on this site, which is a valuable asset to the village.

ii) 6.56.12.N.FUL16/03109/FUL

Creation of domestic curtilage to existing residential dwelling and for the dwelling to be independent of the Fox and Hounds Public House.

The barn Fox and Hounds Skelton Road Langthorpe YO51 9BZ

C – The Parish Council does not object to or support the application but wishes to seek safeguards that separating the barn from the Pub will have no detrimental effect on the business of running a public house on this site, which is a valuable asset to the village.

- b) **To receive the under-mentioned Notification:**
6.56.12.M.DVCON 16/02019/DVCON
 Deletion of Condition 4 (Occupancy restriction) to allow for use of annex as an independent dwelling of Planning Permission 6.56.FUL – Conversion of existing outbuilding and garage to form ancillary living accommodation (Site Area 0.009 ha)
Fox and hounds Skelton Road Langthorpe YO51 9BZ
 Received and noted
- c) **To receive notice of appeal:**
6.56.24.A.TPO 16/00066/REFTPO
 Crown reduction by 1 metre of 1 No. Copper Beech tree T1 of Tree Preservation Order 55 2015
Langthorpe House Skelton Road York North Yorkshire YO51 9BZ
 Received and noted
- d) **To receive an update regarding a structure erected at Station Court** – The structure has now been removed.
 Received and noted

10) Reports

- a) **Emergency Committee – To receive an update on emergency committee activities. (MJC)** – Signs from the shed behind HSBC have now moved into the town. Langthorpe equipment is now in the courtyard at Coronation Hall.
- b) **Joint Parish Council - To receive a report. (MF)** – Matters discussed included HGV parking in Bar Lane, update on Mill Lane Development, Gladman 1 and 2 now approved, St Johns Walk development, lack of bus services, road repairs, Safer neighbourhood Group report.

11) Agenda Items

- a) **Council Policies:**
 - i) **Report on the draft risk assessments for the play area and the picnic area** – Deferred to the next meeting.
- b) **Highways** – White markings on the road indicates repairs scheduled for late autumn/new year.
 - i) **To update on drains.** – Complaint has been received regarding blocked drains outside Minerva Court. Clerk to report to NYCC. **Action: Clerk**
- c) **Cottages – To arrange the annual inspection of the cottages** – Cllrs Boswell and Fearnside to visit with Clerk w/b 7 November. Clerk to contact tenants to arrange the visit. Council will permit interior decoration by the tenant. **Action: Clerk/Cllrs Boswell, Fearnside, Collins**
- d) **Milby Island - To receive an update on the request to assist in the regeneration of Milby Island** – Parish Council agrees to Cllr Collins to pursuing investigations to develop Milby Island as an amenity. Commuted sums may be available for funding the project. **Action: Cllr Collins**
- e) **Commuted Sums – To receive information on commuted sums** – Update has been requested.
- f) **Play Area –**
 - i) **To receive an update on repair programme.** – There has been a replacement of the seats on infant swings. A fencing company has been nominated to replace the fence before October half term. A report on the Camel and the edges of the play area surface has been commissioned. One of the tables is broken. Councillors to submit a report at the end of their inspection period.
- g) **Picnic Area –**
 - i) **To receive a report on the removal of 2 branches from tree damaged in storm** – 2 branches were removed from a willow tree on the picnic area as they were a danger to the public. A further branch has fallen and is in need of removal. Council approves removal of the broken branch. **Action: Clerk**
 - ii) **To consider a survey of the trees in the Picnic Area** - Clerk recommends a survey of the trees in the picnic area. Two quotations for a report have been received: **Quotation 1:** Level 1 Assessment - £245 plus vat. Level 2 Assessment - £420 plus vat. **Quotation 2:** £700 plus vat. Council agrees to Level 2 Assessment @ £420 plus vat. **Action: Clerk**
- h) **Street Lights – To receive an update on street lighting in the parish** – Nothing to report.
- i) **Web Site – To receive an update on the Parish Council website** – Nothing to report
- j) **Welcome Pack – To receive an update on the parish welcome packs** – Updated councillor/clerk details are ready to be added to welcome packs. Clerk to purchase labels to complete the task for distribution to Councillors. **Action: Clerk**

- 12) **To confirm future meetings of Langthorpe Parish Council for 2016 at 7.30pm at Coronation Hall, Milby: 15th November**

Meeting closed at 9.20pm

Signed: _____ Dated: _____
 Chairman