

LANGTHORPE PARISH COUNCIL

MINUTES OF THE FULL MEETING OF THE COUNCIL HELD ON TUESDAY 21 MARCH 2017

At Coronation Hall, Milby YO51 9BL

PRESENT: Cllr M Collins (Chairman), Cllr D Fearnside, Cllr M Fisher, Cllr L Gill, Cllr P Gill, M Boswell, H Heavisides (Clerk), R Windass

Members of the Public: None

Late Arrivals: R Windass (19.33)

Early Departures: R Windass (20.00), M Fisher (20.26)

The meeting opened at 19.30pm

- 1) **Welcome**
- 2) **Apologies:** Nick Brown, PC Powell
- 3) **Minutes of the last meeting held on Tuesday 17 January 2016 - RESOLUTION: To sign the minutes as an accurate record of the meeting held.** All in agreement. Motion carried.
- 4) **Declaration of Interests** – Cllr Collins 9c.
- 5) **Public Questions and Statements** – None.
- 6) **Matters Arising (not covered elsewhere)**
 - a) **Harrogate Borough Council (HBC).** Covered after item 7e.
 - b) **North Yorkshire County Council (NYCC).** Covered after item 7e.
 - c) **To receive an update on the collection/delivery of students outside the Fox and Hounds Public House, Skelton Road.** PC Powell reported that the police have no objections in principle to the collection point being moved to under the motorway bridge. However, he cautioned that the speed of passing vehicles may be faster under the bridge than outside the public house as it is closer to the unrestricted speed limit outside the village. Item closed.

Cllr Windass Arrives (19.33pm)

 - d) **To receive feedback on the Parish Council's objection written to District Councillor Brown regarding planning application 16/03742/FUL – Land at Back Lane Langthorpe North Yorkshire – Erection of 4 dwellings.** An email has been received from Gary Bell, Chief Planner, HBC explaining the reasons for approving planning consent for the above application. Received and noted. Item closed.
- 7) **Correspondence as received by 15 March 2017**
 - a) **To receive a letter of thanks from Boroughbridge Town Council for contributing to the HGV Restriction funding.** Received and noted.
 - b) **To receive an update on the Boundary Commission for England 2018 Review.** Received and noted.
 - c) **To receive information from HBC regarding grant funding to celebrate the Tour De Yorkshire.** Received and noted.
 - d) **To receive information on the Governments decision not to extend council tax referendum principles to Parish Councils.** Received and noted.
 - e) **Correspondence received between the date of posting of the Agenda and the date of the Meeting will also be considered.**
 - i) **To receive an invitation to renew membership of the Yorkshire Local Council's Association (YLCA) – Membership for 2017/18 will be £289. RESOLUTION: To agree renewal of membership of the YLCA.** Approved and agreed. **Action: Clerk**

Items 6a/b covered here: HBC and NYCC matters: Cllr Windass reported on both HBC and NYCC matters:

NYCC Elections: From 20 March to election on 4 May, purdah must be observed which means no information will be received by the County Councillors and candidates should not appear in the press.

HGV restrictions: At an area committee meeting Nigel Smith, Manager of Area 6, reported that progressing is being made on the implementation of the HGV restrictions through Boroughbridge and surrounding parishes.

Harrogate relief road: A survey showed that motorists travelling into the town were going into Harrogate not passing just passing through. The route of the relief road is still in debate. Kex Gill – Closures on the A59 due to land slips have resulted consideration of a new road to bypass Kex Gill.

Knaresborough Bond End Pollution: 6 schemes have been considered for the reduction of pollution in Bond End. 4 have been rejected of which one is to use mini roundabouts. This is the preferred scheme of the public.

Allerton Park Waste Recovery Park: At an Allerton Park liaison meeting last week Cllr Windass has requested more screening. Test burns are due in July.

Highways: Flooding on Cottage Lane has now been resolved but this has taken 2 years to get a positive result. Cllr Windass is confident that the Nigel Smith will be more proactive for future issues. Resurfacing of Skelton Road is another perennial problem. Cllr Windass to follow up. **Action: Cllr Windass.** The Parish Council has been informed that Cottage/Moor Lane becomes un-adopted north of Cottage Farm and NYCC are leaving it to deteriorate. The Parish Council feels this is unacceptable as it has previously been maintained by NYCC. Could Cllr Windass assist in investigating a way for NYCC to maintain this? **Action: Cllr Windass.** Plant leaving the building site on Leeming Lane has been leaving debris on the road which is washing into the drains. Regular cleaning will be provided during the building period.

Cllr Windass Leaves (20.00)

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 approved. All in favour. Payments to be made. **Action: Clerk**

INVOICES TO BE PAID UPTO 21 MARCH 2017			
Payee	Amount	C / b.p.	Notes
Clerk's Salary January/February (bill payment 28.01.17/28.02.17)	£279.98	b.p.	Paid 28/01/27&28/02/17
The Play Inspection Company	£132.00	b.p.	Paid 07.02.17
Coronation Hall paid 28.11.16	£12.00	b.p.	
Clerk's Expenses – McAfee Virus Protection	£69.99	b.p.	
ICO Registration	£35.00	C100825	Paid 28.02.17
Clerk's Expenses - Paper/Stamps	£10.10	b.p.	
Johnsons heating and Plumbing - Rose Cottage Boiler Service	£120.00	b.p.	Paid 28.02.17
HMRC Final Quarter NI & Tax	£29.69	C100826	
Coronation Hall – 28/02/27 & 21/03/17	£16.00	C100827	
YLCA – Membership of the County Association for Local Councils	£289.00	C100828	
TOTAL	£993.76		

The RFO suggested the finance statements above and below to be presented to the members of the council at each meeting itemising income received and both payments to be made and payments made between meetings with authorisation of the Council.

- c) To receive list of receipts by 28 February 2017 (List below):

INCOME FOR February 2017	
Cottages - January/February	£ 1,730.00
Interest - Money Manager Account - Statements 31.01.17/28.02.17	£ 0.65
TOTAL	£ 1,730.65

- d) To confirm renewal of ICO Registration due 22 March 2017. £35 paid 20.02.17
- e) To receive the 2017/18 proposed budget – APPENDIX 2 - Alteration to payments to date for website to be rectified. **RESOLUTION:** To adopt the 2017/18 Budget. All in favour. Motion Carried. Clerk to add to website. **Action: Clerk**

- f) **To approve changes to the Financial Risk Assessment. - APPENDIX 3 – Changes to the Financial Risk Assessment to accommodate risks associated with online banking. RESOLUTION:** To approve the changes to the Finance Risk Assessment. All in favour. Motion Carried. Clerk to update and add to website. **Action: Clerk**
- g) **To recommend ‘View Only’ access for Chairman and Councillor with responsibility for Finance to the HSBC online banking. RESOLUTION:** To agree to ‘view only’ access for the above. All in favour. Motion carried. **Action: Clerk**

9) Planning –

- a) **To approve the minutes of the Meeting for Planning of 28 February 2017 - RESOLUTION:** To sign the minutes as an accurate record of the meeting held. All in agreement. Motion Carried.
- b) **To consider the under-mentioned planning applications:**

i) **6.56.42.V.FUL 17/00564/FUL**

Replacement of roof and alterations to fenestration to Conservatory

Highmoor Lodge High Moor Road Skelton on Ure York North Yorkshire YO51 9DZ

A The Parish Council has no objections

ii) **17/00736/FUL**

Demolition of conservatory and erection of 2 storey and single storey extensions, bay window and alterations to fenestration.

12 Greenholme Close Langthorpe YO51 9GA

A The Parish Council has no objections

- c) **To receive the undermentioned Planning Enforcement Notification Decision:**

Case No: 17/00055/BRPC. Planning Ref: 15/04732/OUT

Lopping of tree 10 in breach of C12 of 15/04731/OUT & 15/04732/OUT. C stated ‘Any trees, shrubs and or hedges on or around the site shall not be felled, lopped or removed without the prior written consent of the Local Planning Authority’.

Land North of Langthorpe Villa Skelton Road Langthorpe North Yorkshire

The outcome of the investigations is that there is no breach of control in this case and no further action to be taken at the present time.

Received and noted.

Clerk to report hedge growing over the pavement and verge encroaching onto pavement outside Old Hall Skelton Road. **Action: Clerk**

10) Reports

- a) **Emergency Committee – To receive an update on emergency committee activities. (MJC).** Pump intended for storage at the back of the Fire Station has been installed in sewerage treatment site in Ripon to be moved to Boroughbridge in the summer time. Cllr Phillips, Mayor of Boroughbridge, has approached Yorkshire Water regarding waste capacity in view of new housing developments in the area. No report of this meeting is yet available.
- b) **Joint Parish Council – To receive a report from the Joint Parish Council Meeting of 2 March 2017.** Received and noted.

Mike Fisher leaves (20.26)

- c) **Safer Neighbourhood – Agenda items for the next meeting – Cllr Gill would like issue of text and email notifications to be raised. Clerk to inform Cllr Nick Brown. **Action: Clerk****
- d) **YLCA Harrogate Branch Meeting – To receive a report from the meeting of 20 February 2017.** Information was received included an update on council tax referendum principles, appointment of external auditors, Transparency Code funding, automatic enrolment, speed cameras, neighbourhood planning, business rates. Received and noted.

11) Agenda Items

- a) **Council Policies - Report on the draft risk assessments for the play area and the picnic area –** Trees are surveyed on a 5-yearly basis. There is an annual play area inspection by The Play Inspection Company and monthly checks by the Councillors. The Parish Council considers these to be sufficient assessed risks.
- b) **Highways –**
 - i) **To receive an update on the meeting re Moor Lane drains.** Covered in item 6a/b HBC/NYCC Matters earlier in the meeting.
 - ii) **To receive information regarding the status of Moor Lane.** Covered in item 6a/b HBC/NYCC Matters earlier in the meeting.

- iii) **To receive an update on the clearing of footpath 15.74/6/1 – Leeming Lane towards Back Lane (along East View).** Work complete. Clerk to thank NYCC Public Rights of Way Department for their work. Action: Clerk
- iv) **To discuss the condition of Leeming Lane regarding spoil from building work on the roadway.** Covered in item 6a/b HBC/NYCC Matters earlier in the meeting.
- v) **To receive notification of Urban Grass Cutting Payments 2017/18.** Payment for 2017/18 has increased by 16.7% on 2016/17. The new payment will be £597.83 (2016/17 = £512.43). Increase due to improved efficiencies across the highways grass cutting service. Received and noted. Clerk to inform NYCC that the Parish Council would like to continue to carry out urban visibility grass cutting in Langthorpe. Action: Clerk
- c) **Cottages –**
 - i) **To receive an update on repairs in the cottages.** Cllr Boswell reported that the work on the chimney stack needs scaffolding so waiting for good weather to complete. Tap in Holly Cottage bathroom still to repair. Roof of extension on Rose Cottage needs capping. Cllr Boswell to get quotation for this. Action: Cllr Boswell. All other jobs complete.
 - ii) **To discuss the servicing of the cottage boilers –** Clerk was asked to investigate if the boilers at the same time of the year would lead to a discount in the cost. No discount would be available and to change one would mean a loss of 6 months cover for one of the cottages. No change is recommended.
- d) **Milby Island - To receive an update on the request to assist in the regeneration of Milby Island.** A team has been convened to do various tasks on the island.
- e) **Commuted Sums – To receive information on commuted sums** Waiting for monies to be paid. Cllr Collins to contact HBC for an update. Action: Cllr Collins.
- f) **Play Area – To receive a report from the inspection of 19 January 2017.** Low level maintenance required. Cllr Collins to arrange for work to be carried out. Councillor Inspection Rota to be arranged by Cllr Collins. Action: Cllr Collins
- g) **Picnic Area –**
 - i) **To receive an update on the work necessary following the survey of the trees in the Picnic Area.** Clerk to contact surveyor for specification. Action: Clerk
 - ii) **To receive an update on the renovation of the sign in the Picnic Area.** Cllr Gill cleaned the sign and it will suffice. Slat on picnic table to be replaced. Action: Cllr Collins
- h) **Street Lights – To receive an update on street lighting in the Parish.** No 5 Leeming Lane still out of order.
- 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.** Nothing to report
- 12) **To approve a pension provider to comply with Auto Enrolment requirements. RESOLUTION:** Langthorpe Parish Council chooses the Nest Pension Scheme for employees that wish to join. All in favour. Motion carried.

To confirm the next meeting of Langthorpe Parish Council for 16 May 2017 at 7.30pm at Coronation Hall, Milby

Meeting closed at 20.51pm

Signed: _____ Dated: _____ Chairman