

LANGTHORPE PARISH COUNCIL

MINUTES OF THE ANNUAL MEETING OF THE COUNCIL HELD ON TUESDAY 16 MAY 2017

At Coronation Hall, Milby YO51 9BL

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

Members of the Public: None.

Late Arrivals: Cllr Windass (19.50)
Early Departures: Cllr Windass (20.15)

The meeting opened at 7.37pm

- 1) **Election of Chairman 2017/18** - Cllr L Gill nominated Cllr Collins as Chairman. Cllr Boswell seconded the proposal. It was **RESOLVED** that Councillor Michael Collins be elected as Chairman of Langthorpe Parish Council for the ensuing year. All in favour. Motion carried.
- 2) **Acceptance of Office.** Cllr Collins signed the Declaration of Acceptance of office.
- 3) **To accept apologies and reason for absence** - County Councillor R Windass, District Councillor N Brown.
- 4) **Declarations of interest in items on the Agenda – Planning item 12 a(i)** – All members of Langthorpe Parish Council.
- 5) **Election of Vice-Chairman 2016/17.** Cllr L Gill nominated Cllr David Fearnside. Cllr P Gill seconded the proposal. It was **RESOLVED** that Councillor David Fearnside be elected as Vice-Chairman of Langthorpe Parish Council for the ensuing year. All in favour. Motion carried.
- 6) **Minutes of the last meeting held on Tuesday 21 March 2017 - RESOLUTION:** To sign the minutes as an accurate record of the meeting held. All in favour. Motion carried.
- 7) **Public Questions and Statements.** None
- 8) **Matters Arising (not covered elsewhere)**
 - a) **To receive a report from Harrogate Borough Council (HBC)** – See below.
 - b) **To receive a report from North Yorkshire County Council (NYCC)** – See below.
 - c) **To receive a reply from Police Commissioner, Julia Milligan regarding the proposed closure of Boroughbridge Police Station.** Police Commissioner, Julie Mulligan, replied to correspondence sent from the Town Council which stated objections to the proposed closure of Boroughbridge Police Station. The reply assured the Council that this closure, whilst being a cost saving exercise, would not reduce the police presence in the town as the police service are investing in mobile data platforms to enable officers to complete necessary tasks without having to return to the Police Station. Received and noted.
- 9) **Correspondence as received by 15 March 2017**
 - a) **To receive information on and a request to support opposition to a proposed Motorway Service Area at Kirby Hill.** Kirby Hill Parish Council and Residents against Motorway Services (RAMS) have requested support from the Parish Council in opposition to the proposed motorway service station at Marton-le Moor. The Parish Council supports this opposition. Cllr Collins and Clerk to draft a letter of objection to send to Applegreen Developers. All members were encouraged to send letters as individuals in opposition to this development. **Action: Cllr Collins/Clerk**
 - b) **Correspondence received between the date of posting of the Agenda and the date of the Meeting will also be considered.** - None
- 10) **New Business**
 - a) **To receive notice of the resignation of Cllr Mike Fisher.** It is with great regret that, due to pressures of work, Cllr Fisher has offered his resignation stating that he had thoroughly enjoyed his association with the Parish Council over the last 18 years. He wished the Members all the very best for the future.

The Returning Officer has been notified and if within 14 days no election is called a co-option can be made. Adverts will be posted in the notice boards and Cllrs were asked if they had knowledge of any resident that would be interested. Clerk to write to Cllr Fisher offering thanks for all his work on the Council; particularly for his work on the website.

Cllr Windass Arrives 19.50

Item 8 a & b were received here: County/District Councillor's report: The issue of the bus drop-off outside the Fox and Hounds was discussed - PC Powell had been asked about the possibility of moving the school bus drop off point, currently outside the Fox and Hounds Public House, to under the A1/A168 bridge. PC Powell had agreed in principle but cautioned against the speed of vehicles in that area of the village. Cllr Collins to write bus company and Fox and Hounds to let them know that the Parish Council, the County Councillor and Police are pursuing this matter. **Action: Cllr Collins/Clerk**

Parking restrictions outside schools are being improved to make it an offence to park in restricted areas outside the school buildings: The consultation on the HGV restriction through Boroughbridge has now ended and is expected to be put implemented in October. **Highways** – There are still problems with a large pot hole at the top of Cottage Lane and condition of road between Langthorpe and Skelton has deteriorated. There are now signs at each end of the problem area warning of ‘bumps’. Cllr Windass will make inquiries as to where Skelton Road and Cottage Lane are on the list of necessary improvements. **Action: Cllr Windass**

Cllr Windass was asked about the proposed Motorway Service Area, Marton-Le-Moor: Green waste changes will come into effect during the summer: Cllr Windass has been nominated as Vice-Chair of North Yorkshire County Council.

Cllr Windass leaves 20.15

b) Appointment of councillors to working groups as representatives and with responsibilities – APPENDIX 1 - Appointments to remain the same as for 2016/17 except for the previous responsibilities of Cllr Fisher which have been re-allocated.

11) Financial

a) To receive the following year end internal audit reports and note any recommendations:

- i) Finance Report – APPENDIX 2** – Received and noted.
- ii) Internal control report – APPENDIX 3** – Received and noted.
- iii) Peer group audit report – APPENDIX 4** – Received and noted.

b) To agree, and sign, the annual governance statement of the Annual Return for the financial year ending 31 March 2017. RESOLUTION: To sign the annual governance statement.

c) To consider, approve by resolution and sign the accounting statement of the Annual Return 2016/17. RESOLUTION: To approve the accounting statement of the Annual Return.

d) To receive the bi-monthly bank reconciliation – APPENDIX 5 -Received and noted.

e) To confirm renewal of public/employer's liability insurance premium. Three quotations have been received to include Cottage insurance – **APPENDIX 6 – RESOLUTION:** The Council approves the 3-year quotation of £917.95 from current providers, Zurich Insurance company. All in agreement. Motion Carried. **Action: Clerk**

f) To receive invoices/salaries to be paid (List below): RESOLUTION: Payments outstanding to be made. All in favour. Motion carried. **Action: Clerk**

INVOICES TO BE PAID UP TO 16 May 2017			
Payee	Amount	C / b.p.	NOTES
Clerk's Salary - March/April paid 28/03/17&28/04/17	140.09+£149.89	b.p.	
Chris Leeming - Cottages repairs	£1,435.00	C100829	Paid 08/04/17
Barnes Associates- Picnic Area tree Specification and tenders	£600.00	b.p.	Paid 03/04/17
H Heavisides Expenses - Office 365 annual subscription	£59.99	b.p.	

Coronation Hall	£8.00	C100830	
HJ Heavisides - Expenses - ink	£32.97	b.p.	
Chris Leeming - Cottages repairs	£510.00	C100832	
Chris Leeming - Picnic/Play Area repairs	£400.00	C100833	
TOTAL	£3,045.96		

g) To receive list of receipts by 30 April 2017 (List below): Received and noted

INCOME FOR May 2016	
Cottages - March/April	£1,730.00
Interest - 31/03/17 - 30.04.17	£0.67
TOTAL	£1,730.67

- h) To resolve to use the market value on the Council Asset register for Rose and Holly Cottages, Leeming Lane, Langthorpe, YO51 9DN. The Parish Council feels this is a reasonable approach to asset valuation in line with paragraph 2.26 of the Governance and Accountability for Smaller Authorities in England (March 2017). **RESOLUTION:** To resolve to use the market value on the Council Asset register for Rose and Holly Cottages, Leeming Lane, Langthorpe, YO51 9DN. All in Favour. Motion Carried. **Action: Clerk**
- i) To approve updates to the Council Asset Register – **APPENDIX 7 - RESOLUTION:** To approve the updates to the Council Asset Register. All in favour. Motion carried.
- j) To approve the application for Transparency Code Funding 2017/2018. Increase time spent to 2.5 hours per month to accommodate for the resignation of councillor in charge of website. Agreed and approved. **Action: Clerk**

12) Planning –

a) To consider the under-mentioned planning applications:

i) **17/01456/TCON**

Felling of 1 Norway Maple tree and 1 Ash tree seedling, crown reduction (by 0.5m) of 1 Crack Willow tree and crown reduction (by 3.5m) and formative pruning of 1 Norway Maple, pollarding of 1 Weeping Willow tree, pollarding and replanting of 1 Crack Willow tree, deadwooding of 1 Pin Oak tree.

Adjacent to Boroughbridge Auto Services, Langthorpe York North Yorkshire YO51 9BP

Cllrs Collins and L Gill met with an officer from Harrogate Borough Council regarding this application. An agreement was reached for further monitoring on the decay of the trees to be carried out before the work will be completed. The Parish Council has fulfilled its obligation re duty of care to the users of the Picnic Area.

ii) **17/01898/PNA**

Erection of portal steel framed building for storing grain produced on farm

Cottage Farm Moor Lane Langthorpe York North Yorkshire YO51 9DB

The Parish Council cannot comment until formal invitation to respond has been received.

b) To receive the undermentioned decision notifications:

i) **6.56.81.FUL 17/00225/FUL**

Erection of first floor extension to single storey side extension

5, Hill View, Boroughbridge YO51 9BE

APPROVED

ii) **6.56.117.B.FUL 17/00736/FUL**

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

12 Greenholme Close Boroughbridge north Yorkshire YO51 9GA

APPROVED

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

Replacement roof and alterations to fenestration to Conservatory.

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

APPROVED

c) To receive the undermentioned Planning Consultation:

6.47.52.C.SCOPE 17/01937/SCOPE

Proposal: Environmental Impact Assessment Scoping opinion for the proposed development of motorway service area.

Land Comprising Os Field 3300 Marton-Le-Moor North Yorkshire E 438285 N 469181

The Parish Council believes the following should be considered as part of the Environmental Impact Assessment Scoping: The sewerage will be directed into the existing Boroughbridge system which will put yet more pressure on this system. The extent of the assessment is small and should be extended outwards. Vehicle emissions will increase with de-acceleration to enter the service area so a test on the impact of these increased emissions should be considered. Access onto the site for vehicles of staff/deliveries will cause congestion. The ecological and visual impact needs to be considered more thoroughly. **Action: Clerk**

13) Reports

- a) **Emergency Committee – To receive an update on emergency committee activities. (MJC)** – There will be a trial of the pump on the evening of Monday 19 June 2017.
- b) **Joint Parish Council – To receive an update on JPC issues** – Cllr Collins invited agenda items for the next meeting which is on Thursday 15 June 2017.
- c) **Safer Neighbourhood – To receive an update on Safer Neighbourhood issues** – Nothing to report.

14) Agenda Items

- a) **Highways – To receive issues relating to highways in the parish** – Items discussed above in items 8 a & b to be followed up by Clerk as well as the District Councillor. **Action: Clerk**
 - b) **Cottages – To receive an update on repairs in the cottages** – All work previously prescribed has now been completed. A quotation for further repairs has been received for £490. **RESOLUTION:** To agree the new quotation of £490 to make further repairs to the Cottages. All in favour. Motion carried. Clerk to inform Contractor. **Action: Clerk**
 - c) **Milby Island - To receive an update on the request to assist in the regeneration of Milby Island** – A working party has been arranged for 3 June 10am. All are invited to attend.
 - d) **Commuted Sums – To receive information on commuted sums** - Not yet received. Cllr Collins to chase. **Action: Cllr Collins**
 - e) **Play Area – To receive an update on maintenance to the Play area** – The Camel has now been repaired. The sponge surface of the Play Area will need replacing in the near future. The Playground inspection rota – **APPENDIX 8** – Approved and agreed.
 - f) **Picnic Area –**
 - i) **To receive an update on the work necessary following the survey of the trees in the Picnic Area.** See item 12 a(i) above.
 - ii) **To receive an update regarding maintenance to the Picnic area** – Picnic benches have been repaired but have been re-broken. Repairs to be carried out again.
 - g) **Street Lights – To receive an update on street lighting in the Parish** – Nothing to report.
 - h) **Web Site – To receive an update on the Parish Council website** – Nothing to report.
 - i) **Welcome Pack – To receive an update on the Parish welcome packs** – Clerk to get masters for future re-prints from Mike Fisher.
- 15) To approve the bringing forward of the pension staging date from 1 October 2017 to 1 June 2017.** – Staging date to be brought forward to 1 June 2017. Approved and agreed. **Action: Clerk**
- 16) To confirm the next meeting of Langthorpe Parish Council for 18 July 2017 at 7.30pm at Coronation Hall, Milby**

Meeting closed at 21.12

Signed: _____ Dated: _____

Chairman