

LANGTHORPE PARISH COUNCIL

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

At 1 Hall Square, Boroughbridge, North Yorkshire, YO51 9AN

PRESENT: Cllr M Collins (Chairman), Cllr D Fearnside, Cllr P Gill, Cllr L Gill, Cllr M Boswell, Cllr J Flynn, H Heavisides (Clerk), PC Powell, District Cllr N Brown, County Cllr R Windass

Members of the Public: 1 Member of the Public was present.

Late Arrivals: N Brown (19.43)

Early Departures: Member of the Public (19.48) PC Powell (20:00), R Windass/N Brown (20:57)

The meeting opened at 19:30pm

- 1) **Welcome.**
- 2) **To accept apologies and reason for absence - None**
- 3) **Declarations of interest in items on the Agenda – 10a(vi) - L Gill/P Gill**
- 4) **Minutes of the last meeting held on Tuesday 19 September 2017. RESOLUTION:** To sign the minutes as an accurate record of the meeting held. All in favour. Motion carried.
- 5) **Public Questions and Statements.** The landlord of the Fox and Hounds Public House read a letter to be sent from him to various authorities re 6f.

Item 6 f was brought to this point in the meeting: To receive an update regarding the bus collection/delivery outside the Fox and Hounds Public House. Cllr Windass will forward the above mentioned letter to Cllr Don Mc Kenzie at NYCC as a matter of priority requesting a meeting at North Allerton to find a solution to this problem. Cllr Flynn to research the legislation regarding the siting of bus stops. **Action: Cllr Windass/Cllr Flynn**

Member of the Public Leaves (19.48)

6) **Matters Arising (not covered elsewhere)**

- a) **To receive an update on policing issues in the parish from North Yorkshire Police present.** Police report informed the Members on issues of telephone fraud, neighbour dispute, cash theft, drugs warrant served. Inefficiency of the 101 service is still a cause for concern. Cllr Brown reported that Police Commissioner, Julia Mulligan is aware and promised to address the problem. Questions were asked by councillors on Hare coursing in the Parish, police station closure and lack of police presence in the parish.
- b) **To receive a report from Harrogate Borough Council (HBC).** Cllr Brown informed the Members on the progress of the Local Plan, sewerage problems, recycling centres that will be closing, HBC move to Knapping Mount in December. Members reported fly tipping (Item 10 a v) on Cottage lane.
- c) **To receive a report from North Yorkshire County Council (NYCC).** Cllr Windass discussed Allerton Park Waste Recycling Plant, the proposed Sugar Beet Factory, HGV restrictions, new 21 bus service to Knaresborough.

Item 10a(i) moved here. Highways/Rights of Way – To receive an update on the letter sent to NYCC Highways regarding the condition of Skelton Road. Cllr Collins enquired why the Parish Council has had no response from NYCC on this matter. Cllr Windass stated that he had requested a response. Both Nigel Smith & Mellissa Burnham from NYCC have failed to respond. Parish Council to write to Cllrs Don Mc Kenzie & David Bowe (North Allerton County Hall) for further action. **Action: Cllr Collins/Clerk**

Cllrs Windass & Brown Leave (20.57)

- d) **To receive an update regarding the General Data Protection Regulations (GDPR).** Further correspondence has been received from Department for Digital, Culture, Media and Sport to confirm appointment of a Data Protection Officer for Parish Councils is a legal obligation. Clerk and Cllr Collins to meet to discuss necessary action. **Action: Cllr Collins/Clerk**
- e) **To receive an update on the situation regarding the sewerage system in the parish.** Discussed in District County Council report.

- f) To receive an update regarding the bus collection/delivery outside the Fox and Hounds Public House. Dealt with under public questions and statements.
- g) To receive an update on the letter sent to Police Commissioner, Julia Mulligan. No reply has yet been received. Discussed under HBC matters.
- h) To confirm receipt of bulbs for planting in the parish. Bulbs have been purchased. Planting will take place on 25 November 10-11 am Canal Bridge/ Milby Island. Cllrs invited to participate.
- 7) Correspondence as received by 15 November 2017. No correspondence received.
- a) Correspondence received between the date of posting of the Agenda and the date of the Meeting will also be considered. No further correspondence has been received.
- 8) Financial
- a) To receive the bi-monthly bank reconciliation. – APPENDIX 1 - Received and noted.
- b) To agree a donation for the Remembrance Day wreath. Cllr Gill was thanked for laying the wreath on behalf of Langthorpe Parish Council. **RESOLUTION:** To donate £100 under s137 of the Local Government Act 1972 – Power of local authorities to incur expenditure for certain purposes not otherwise authorised - for the Remembrance Day Wreath. All in favour. Motion carried. **Action: Clerk**
- c) To receive invoices/salaries to be paid (List below): It was **RESOLVED** that all unpaid invoices should be paid. All in favour. Motion carried. **Action: RFO.**

INVOICES TO BE PAID/PAID

Payee	Amount	C / b.p.
Clerk's Salary - September/October paid 28/09/17&28/10/17 Plus Overtime	£ 449.67	Paid b.p.
Clerk's Expenses - ink/paper/warning tape	£ 39.93	b.p.
Farm and Land - Grass Cutting - September - Paid 21/08/17	£ 566.40	Paid b.p.
Clerks Expenses - Paid 20/09/17	£ 23.96	b.p.
Chris Leeming - Notice Board repair - Paid 11/10/17	£ 64.00	b.p.
Chris Leeming - Cottages Footpath repair - Paid 11/10/17	£ 490.00	b.p.
Kirby Hill and District Parish Council - Milby Island Project - Paid 11/10/17	£ 300.00	b.p.
JUB Holland - Bulbs - Paid 23/10/17	£ 159.00	b.p.
Lewis Tree Surgery - Picnic Area failed limb works	£ 369.60	b.p.
Boroughbridge Town Council - Room Hire 21/11/17	£ 16.00	b.p.
Coronation Hall - Hire June - November	£ 44.00	C
TOTAL	£ 2,522.56	

- d) To receive list of receipts by 31 October 2017 (List below): Received and noted.

INCOME FOR September/October	
Cottages September/October	£ 1,730.00
Fishing Rights	£ 400.00
Urban Grass Cutting payment	£ 597.83
Leeming Garden Rent	£ 11.00
Transparency Code Funding	£ 837.77
VAT Refund	£ 480.26
Interest 30.09.17/32.10.17	£ 0.67
TOTAL	£ 4,057.53

- e) **To receive notification of overtime worked by the Clerk and a request to increase Clerk's working hours from 3 hours per week to 4 hours per week.** Since January 2017, Clerk has worked an additional 34.5 hours. Payment has been made for 12 of these hours in respect of website renewal. 22.5 unpaid hours remain. **RESOLUTION** Overtime of £259.42 approved for payment. Clerk's hours to increase to 4 hours per week with immediate effect. All in favour. Motion Carried. **Action: RFO**
- f) **Budget:**
- i) **To receive the half yearly budget review. – APPENDIX 2 -** Received and noted
- ii) **To set the budget for 2018/19. RESOLUTION:** Budget proposal – **APPENDIX 2 –** Budget proposal approved. All in favour. Motion carried.
- iii) **To set the precept 2018/19. RESOLUTION:** A Precept of **NIL** to be requested of Harrogate Borough Council. All in favour. Motion carried. **Action: RFO**
- g) **To receive notice of YLCA subscription fees for 2018.** Fee for 2018/19 will be £294.28. Received and noted. Council to re subscribe 2018/19.
- 9) **Planning –**
- a) **To receive the minutes of the meeting for Planning on 2 November 2017. RESOLUTION:** To sign the minutes as an accurate record of the meeting held. All in favour. Motion carried.
- b) **To receive acknowledgement from HBC Planning Department of the Parish Council's representation regarding the proposed Motorway Service Area, Kirby Hill.** Received and noted.
- c) **To receive an analysis of housing in the district.** Received and noted.
- d) **To receive the undermentioned planning application:**
17/04840/TCON
 Crown reduction (by 25%) of no.4 Rowans and no.1 Cherry within Boroughbridge conservation area.
Minerva Court Langthorpe North Yorkshire YO51 9PB
A The Parish Council has no objections
- e) **Emergency Committee – To receive an update on emergency committee activities. (MJC).** Cllr Gill & Flynn will assist Cllr Collins in road closure when necessary.
- f) **Joint Parish Council – To receive report from the meeting of 14 September.** Water rats' Club is due for demolition. Received and noted.
- g) **Safer Neighbourhood – To receive an update on Safer neighbourhood issues.** Dealt with under HBC matters.
- 10) **Agenda Items**
- a) **Highways/Rights of Way –**
- i) **To receive an update on the letter sent to NYCC Highways regarding the condition of Skelton Road.** Dealt with under item 6c.
- ii) **To receive and update on the clearing of footpath 15.74/6/1 south of East View, Langthorpe.** Footpath was cleared in October.
- iii) **To receive feedback from 95 Alive regarding a request for speed controls on Skelton Road.** Request has been sent to North Yorkshire Fire and Rescue Service to install covert monitoring equipment to measure the speed of vehicles using Skelton Road for a minimum of 7 days (24 hours per day).
- iv) **To receive notification of graffiti under the road bridges.** Requests have been sent to North Yorkshire County Council and Highways England for removal of the graffiti.
- v) **To receive information re fly tipping on Cottage Lane.** Clerk to report to NYCC Highways via Parish Portal. **Action: Clerk**
- vi) **To receive information on the condition of Lowfield Lane.** Now concreting has been completed by the farm, a letter is to be written to NYCC highways requesting surfacing material is provided for as per a prior agreement. Cllr Gill will action the work. **Action: Cllr Collins/Clerk**
- vii) **To receive notification of a broken road sign on Ure River Bridge.** The corroded and loose sign has been reported by the Clerk to North Yorkshire County Council.
- b) **Cottages –**
- i) **To receive an update on the responsibility for internal decorating of the cottages.** Tenants are permitted to re-decorate but must inform the landlord before doing so. The landlord is only required to re-decorate on termination of contract before new tenant takes residence. Cllr Boswell to look to see if any decorating is necessary and will report back to the Council. **Action: Cllr Boswell**
- ii) **To receive notice of termination of contract from tenant of Leeming Lane Garden from 01/03/18.** Received and noted. Council would like to research change of use to car parking for the cottages. Cllr Boswell to make initial investigations. **Action: Cllr Boswell**

- iii) **To agree a date for the annual inspection of the Cottages.** Cllr Boswell to arrange an inspection date for himself, Cllr Fearnside & Clerk to visit the properties and carry out the inspection. **Action:** **Cllrs Boswell/Fearnside/Clerk**
- c) **Commuted Sums – To receive information on commuted sums.** Received and noted
- d) **Play Area – To receive an update on issues regarding the Play Area.** Cllr Boswell to attend in December.
- e) **Picnic Area –**
 - i) **To receive an update on work to Willow tree under a 5-day notice.** Required work has been carried out to make the tree safe.
 - ii) **To discuss further work necessary and the costs involved.** 3 quotations were received for the initial application which the Parish Council subsequently withdrew. The initial application can be resubmitted and if refused, the Parish Council can appeal the HBC decision. Alternatively, the Parish Council can submit a new application to carry out work based on the new specification recommended by the HBC arboriculturalist. **RESOLUTION:** To approve necessary tree works based on new specification. Lewis tree surgeons to carry out this work for £1074 as a modified quotation based on their original quotation being the most favorable of the 3 received. All in favour. Motion carried. **Action: Clerk**
 - iii) **To discuss relocation of the dog waste bin.** Council will consider relocation of the dog bin currently in the Picnic Area to Milby Island if HBC can confirm that dog waste can be put into the standard litter bins also located in the Picnic Area.
- f) **Street Lights – To receive an update on street lighting in the Parish.** 3 faulty lights on Leeming Lane have been reported. 1 light under the AIM bridge has been reported.
- g) **Web Site – To receive an update on the new website.** Clerk to put photos of Councillors on the website. **Action: Clerk**
- h) **Welcome Pack – To receive an update on the Parish welcome packs.** Nothing to report
- 11) **To confirm the next meeting of Langthorpe Parish Council for 16 January 2018 at 7.30pm at Coronation Hall, Milby and to agree the dates for future meetings in 2018 on 20 March 2018, 15 May 2018, 17 July 2018, 18 September 2018, 20 November 2018**

Meeting closed at 21.51pm

Signed: _____ Dated: _____ Chairman