

LANGTHORPE PARISH COUNCIL

MINUTES OF THE FULL MEETING OF THE COUNCIL HELD ON TUESDAY 16 JANUARY 2018

At Coronation Hall, Milby, North Yorkshire YO51 9BL

PRESENT: Cllr M Collins (Chairman), Cllr D Fearnside, Cllr P Gill, Cllr L Gill, Cllr M Boswell, Cllr J Flynn, County Cllr R Windass

Members of the Public: None

Late Arrivals: R Windass (19.33)

Early Departures: R Windass (20:04)

The meeting opened at 19:30pm

RESOLUTION: In the absence of the clerk, it was agreed to accept the kind offer of Mrs. Anne Collins who volunteered to take the minutes of the meeting. All in favour. Motion carried.

- 1) **Welcome**
- 2) **To accept apologies and reason for absence.** None
- 3) **Declarations of interest in items on the Agenda.** 11a(iii) P Gill/L Gill
- 4) **Minutes of the last meeting held on Tuesday 21 November 2017. RESOLUTION: To sign the minutes as an accurate record of the meeting held. All in favour. Motion carried.**
- 5) **Public Questions and Statements.** None.
Cllr Windass Arrives (19.33)
- 6) **Matters Arising (not covered elsewhere)**
 - a) **To receive an update on policing issues in the parish from North Yorkshire Police present.** A written report was received from PC Powell which omitted some issues known to have been reported to the police via 101. Clerk to enquire why these issues were not covered in the report. **Action: Clerk**
 - b) **To receive a report from Harrogate Borough Council (HBC).** Cllr Windass updated the members on the status of the Draft Local Plan which will now undergo a further consultation.
 - c) **To receive a report from North Yorkshire County Council (NYCC).** Cllr Windass reported a likely 2.99% increase in council tax for 2018/19 and 1.99% increase in community tax. The application for planning consent for a sugar beet factory on the A168 may be withdrawn.
 - d) **To receive an update regarding the General Data Protection Regulations (GDPR).** This item was deferred to later in the meeting.
 - e) **To receive an update on the situation regarding the sewerage system in the parish.** Cllr Windass reported that Julian Smith MP has requested a meeting with Yorkshire Water. Cllr Collins emphasised the need for the discussion to include the Parishes of Langthorpe and Kirby Hill & District as well as Boroughbridge. John Mann is to request a meeting with Gary Bell, Head of HBC planning department.
 - f) **To receive an update regarding the bus collection/delivery outside the Fox and Hounds Public House.** Cllr Windass reported that the report issued by the Department of Integrated Transport was unsatisfactory. Cllrs Windass, Boswell, L Gill & the landlord of the Fox and Hounds to attend a meeting with Head of NYCC Passenger Transport on 24 January 2018. **Action: Cllrs Boswell, L Gill, Windass**

Items 11a(i)&11a(iii) were moved to this point in the meeting.

11) 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.** No reply has yet been received from NYCC Highways. It is understood that the stretch of Skelton Road near to Broom Close Farm is due for re-surfacing but timescale yet unknown. Cllr Windass to request a meeting with NYCC to discuss this. **Action: Cllr Windass**
 - iii) **To receive an update on the condition of Lowfield Lane.** Correspondence has been received from NYCC Highways regarding the results of their inspection and inability to supply road stone. Cllr P Gill queried the road classification. Cllr Windass will request a meeting with NYCC Highways to discuss the situation. **Action: Cllr Windass**

Cllr Windass Leaves (20.04)

Item 6d: To receive an update regarding the General Data Protection Regulations (GDPR). Councillors have received the Legal Topic Notes LO3-LO10 sent by the YLCA. The YLCA have advised that most clerks cannot be the Data Protection Officer. Model documents to enable compliance will be produced to assist with compliance. Clerk and Chairman to progress when more information is available. Cllr Collins current understanding of the situation is that personal details of the tenants of the cottages and of councillors are required to be held for 5 years after leaving the cottages/council. Cllr Flynn suggested council emails for members should be set up.

7) Correspondence as received by 11 January 2018.

- a) **To receive confirmation of the Government's intention to defer the setting of referendum principles for town and parish councils for three years.** Received and noted.
- b) *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 approve payment of £21 plus vat for replacement AED Electrodes for Coronation Hall defibrillator.** Approved for payment.
- c) **To approve subscription to the Society of Local Council Clerks (SLCC) for 2018 @ £31.** This amount is pro-rated between Boroughbridge Town Council and Langthorpe Parish Council, the total amount payable being £147. Approved for payment.
- d) **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.**

Payee	Amount Including Vat	C / b.p.
Clerk's Salary -November/December paid 28/11/17&28/12/17. To include agreed overtime (Min Ref: 21.11.17 8e)	£518.96	Paid b.p.
RBL - Wreaths - Paid 22.11.17	£100.00	b.p.
HMRC - 3rd Quarter Tax & NI	£ 90.20	b.p.
Mole Catcher - Play area	£ 60.00	b.p.
Clerk's Expenses paid 22/11/17	£ 39.93	b.p.
Chamber of Trade - Christmas Lights Donation Paid 07/12/17	£ 400.00	b.p.
Clear First Services Ltd - Rose Cottage Drain Clearance - Paid 05.01.18	£150.00	b.p.
SLCC - Annual subscription	£ 31.00	b.p.
Clerk's Expenses - stamps/stationary	£ 12.28	b.p.
Play Inspection Company – Annual Play Area Inspection	£ 132.00	b.p.
Chris Leeming – Play Area Bin repair	£ 66.00	b.p.
Chris Leeming – Notice board repair	£ 158.00	b.p.
NHS – Replacement AED Electrodes for Coronation Hall defibrillator.	£ 25.20	b.p.
TOTAL	£ 1,783.57	

e) To receive list of receipts by 31 December 2017 (List below):

Cottages November/December	£	1,730.00
Interest 30.11.17 & 31/12.17	£	0.92
TOTAL	£	1,730.92

f) To receive the 3rd Quarter Budget Review. – **APPENDIX 2** - Received and noted.

9) **Planning –**

a) To receive the undermentioned planning applications:

i) **6.56.171.FULMAJ 17/03952/FULMAJ**

Erection of 32 dwellings, garages, walls and fences, installation of gates and formation of associated access, hardstanding and landscaping.

Poultry Houses Leeming Lane Langthorpe North Yorkshire

C The Parish Council does not object to or support the application but wishes to make comments or seek safeguards on the following grounds:

- **The Council is concerned about potential problems caused by the egress of this development on to Leeming Lane where speeding is already a problem**
- **The Council also requests an ecological survey to be carried out to protect bats and owls that currently reside in the building.**
- **The Council requests adequate provision is made for sewerage disposal as the system is currently over-stretched.**
- **The Dual Pumping Station needs to be moved from the North-East position to the South East or South-West position as that follows the natural fall of the land and removes it from adjacent to the children's Play/Picnic Area.**
- **Plots 17, 18, 19 & 20 have inadequate parking space and require a minimum of 2 per house.**
- **Anomaly noted on plans – T6+ should be A6+.**

b) To receive the undermentioned notifications:

i) **6.56.32.G.PNAFUL 17/03932/PNAFUL**

Erection of extension to grain store to from purpose built sprayer filling facility

Broom Close Farm Skelton Road To Broom Close Langthorpe YO51 9DD

APPROVED

ii) **6.47.52.D.EIAMAJ 17/03414/EIAMAJ**

Outline application for proposed Motorway Service Area to the West side of the A1(M) with vehicular over bridge to and from southbound carriageway and partial diversion of the A68, including associated infrastructure and staff access from B265

Land Comprising Os Field 3300 Marton Le Moor, North Yorkshire

APPLICATION WITHDRAWN. Plans have now been re-submitted. Objections will also need to be re-submitted as the new application will have a different reference number.

10) **Reports**

a) **Emergency Committee – To receive an update on emergency committee activities. (MJC).** Nothing to report.

b) **Joint Parish Council – To receive report from the meeting of 7 December 2017.** Minutes have been circulated. Items not on this agenda – HGV traffic signs are to be installed at the end of March 2018; Boroughbridge Town Council have received funding from the HBC District Improvement Fund for the demolition of the water Rats' building; Royal Logistics 6 Regiment are to be awarded the Freedom of Boroughbridge at a parade on 7 May 2018.

c) **Safer Neighbourhood – To receive an update on Safer neighbourhood issues.** Next meeting to be held end February/beginning of March. Graffiti under bridges on Skelton Road to be reported to NYCC Highways.

Action: Clerk

11) **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 earlier in the meeting

ii) **To receive feedback from 95 Alive regarding a request for speed controls on Skelton Road.**
Monitoring strips have now been installed.

iii) **To receive an update on the condition of Lowfield Lane.** Dealt with earlier in the meeting.

iv) **To accept the Urban Grass Cutting Grant of £597.83 for 2018/19 for Langthorpe Parish Council to continue urban grass cutting on behalf of NYCC. RESOLUTION:** The Parish Council accept the grant of £597.83 to continue urban grass cutting on behalf of NYCC. All in favour. Motion carried. **Action: Clerk.** Cllr Flynn reported problems on the grass verge outside nos. 1,273 Station View where Lorries from Hockley Croft have parked on the verge and other vehicles are also parking on the pavement. There have also been complaints regarding vehicles parking opposite the entrance to The Croft.

b) Cottages –

- i) **To receive the annual inspection report.** Cllr Boswell carried out the inspection - **APPENDIX 3 –** Received and noted. Cllr Boswell to request quotations for necessary work to be carried out. **Action: Cllr Boswell**
- ii) **To receive a quotation for safety barriers for the Cottages. RESOLUTION:** To approve the following quotations:
- Hand rails across the front of both cottages - £440.00
 - Hand rail at the back of Rose Cottage – £280.00
 - Sealing of wall behind both cottages - £220

All in favour. Motion carried. Action: Cllr Boswell

- iii) **To further discuss the future of the Leeming Lane Garden.** Following a short discussion, it was agreed to offer the garden to a new tenant. **Action: Clerk**

- c) **Commuted Sums – To receive information on commuted sums.** Current chart was discussed and forms to be sent in for bulbs and the church notice board. Update on Oak House payments to be requested. **Action: Cllr Collins.** Information on commuted sums due from the Hockley Croft development to be requested from Kirby Hill and District Parish Council. **Action: Clerk/ Cllr Collins**

d) Play Area –

- i) **To note mole removal from the Play Area.** Moles have been removed. Mole hills have been partially flattened but icy weather has prevented complete removal.
- ii) **To receive notification of vandalism to the litter bins.** Quotation for repair received @ £66. Approved for payment above. Report from annual inspection to be circulated to all members. Actions to be discussed at the next full meeting of the Council. **Action: Clerk**

e) Picnic Area –

- i) **To receive confirmation that on the tree work in the Picnic Area (application no. 17/05163/TCON) has been approved and to receive information on schedule of work to be carried out.** The date for the tree work has been set for 7/8 February 2018. Car park to be secured for health and safety reasons during tree works. **Action: Clerk**
- ii) **To receive an update on the relocation of the dog waste bin.** No further information available
- iii) **To receive notification of vandalism to the notice board adjacent to the Picnic Area.** Repairs to be made and notice board to be put back up. Quotation of £158 received and approved for payment above.

- f) **Street Lights – To receive notification of street lighting improvements from NYCC.** Received and noted. No 5 street light on Leeming Lane has been reported as faulty by Cllr L Gill.

- g) **Web Site – To receive an update on the new website.** Clerk to get Google statistics for use of website. **Action: Clerk**

- h) **Welcome Pack – To receive an update on the Parish welcome packs.** Nothing to report.

To confirm the next meeting of Langthorpe Parish Council for 20 March 2018 at 7.30pm at Coronation Hall, Milby.

Meeting closed at 21.10pm

Signed: _____ Dated: _____ Chairman