

# LANGTHORPE PARISH COUNCIL

## MINUTES OF THE FULL MEETING OF THE COUNCIL HELD ON TUESDAY 17 JULY 2018

### At Coronation Hall, Milby, North Yorkshire YO51 9BL

**PRESENT:** Cllr M Collins (Chairman), Cllr M Boswell, Cllr N Brunyee, Cllr P Gill.

**Members of the Public:** 2 members of the public were present.

**Late Arrivals:** None  
**Early Departures:** None

The meeting opened at 19:32pm

- 1) **Welcome.**
- 2) **To receive apologies and reason for absence** – J Flynn, L Gill, N Brown.
- 3) **Declarations of interest in items on the Agenda.** P Gill 10c
- 4) **Minutes of the Annual Meeting held on Tuesday 12 June 2018. RESOLUTION:** To sign the minutes as an accurate record of the meeting held. All in favour. Motion carried. The Clerk noted that the approved hourly rate of pay for SCP 24 was incorrect (9e). Clerk to make adjustment to £11.643 per hour and over payment of £2.04 will be corrected in the next pay run. **Action: Clerk**
- 5) **Public Questions and Statements. Members of the public present to hear the council response to the planning application below:**  
**Item 10a moved here.**  
**Planning –**  
**10a (i) To receive the undermentioned planning applications:**  
**18/02304/FUL**  
Demolition of existing canopy. Erection of conservatory  
**Guiseley Cottage, Leeming Lane, Boroughbridge, YO51 9BH**  
**A The Parish Council has no objections**
- 6) **Matters Arising (not covered elsewhere).**
  - a) **To receive an update on policing issues in the parish from North Yorkshire Police present.** No report available.
  - b) **To receive a report from Harrogate Borough Council (HBC).** No report available.
  - c) **To receive a report from North Yorkshire County Council (NYCC).** No report available. Cllr Boswell showed concern that the HGV restrictions were not working. Letter of concern to be sent to asking what is being done to address access violations. Send to Area 6, police and Trading Standards. Cc Boroughbridge Town Council. Council to ask if a sign can be installed to prevent HGVs turning right when coming out of Morrisons. **Action: Clerk**  
**For sale signs on the verges are still a problem.** Clerk to contact Cllr Windass to ask for assistance.  
**Action: Clerk**
  - d) **To receive recommendations for and ratify the appointment of Clerk and Responsible Finance Officer for Langthorpe Parish Council.** A suitable candidate has been selected for the appointment Clerk to the Council and Responsible Finance Officer. To begin at a date to suit the incoming clerk. Outgoing Clerk to remain in service for an initiation period and to attend the September Full Council meeting for support. Clerk to inform successful candidate. In the event of the candidate not accepting the post, it will be offered to the next suitable interviewed candidate. The Parish Council delegates responsibility for the appointment to the interview panel. Appointment will be reported at the next full meeting of the Council. All in favour. Motion carried. **Action: Clerk**
  - e) **To receive an update on the situation regarding the sewerage system in the parish.** Network cleansing has begun in Langthorpe and Kirby Hill.
- 7) **Correspondence as received by 12 July 2018.**
  - a) **To receive an invitation to respond to an HBC budget consultation.** Received and noted.

- b) **To receive a complaint about hedges along Skelton Road.** Overgrown hedges are becoming a problem on Skelton Road. Clerk to report all hedges that have grown over the pavement to NYCC through the Parish Portal. **Action: Clerk**
- c) **Correspondence received between the date of posting of the Agenda and the date of the Meeting will also be considered.** None
- 8) **New Business – To discuss the future of the village telephone box.** The Parish Council have had an offer of maintenance of the village telephone box. Clerk to investigate purchase of the telephone box. **Action: Clerk**
- 9) **Finance**
- a) **To receive the bi-monthly bank reconciliation. – APPENDIX 1 –** Received and noted.
- b) **To receive invoices/salaries (List below): RESOLUTION:** Unpaid invoices below to be paid. All in favour. Motion carried.

#### INVOICES FOR May, June & July 2018

Payee	Amount	C / b.p.
Clerk's Salary - May/June paid 28/05/18&28/06/18	£ 404.98	Paid b.p.
Coronation Hall - 12 June 2018	£ 12.00	Paid b.p.
YLCA - Job Advertisement	£ 15.00	Paid b.p.
Farm & Land Grass Cutting	£ 360.60	Paid b.p.
HMRC 1st Quarter Tax & NI	£ 0.60	b.p.
L Gill - Play Area rent	£ 100.00	Paid DD
Clerk's Expenses – Domain Name	£ 13.14	b.p.
Johnsons heating & Plumbing – Holly Cottage boiler service	£ 96.00	b.p.
<b>TOTAL</b>	<b>£ 1002.32</b>	

- c) **To receive list of receipts by 30 June 2018 (List below):** Received and noted.

Cottages - May/June	£ 1,730.00
Interest - 30/06/18	£ 0.57
<b>TOTAL</b>	<b>£ 1,730.57</b>

- d) **To approve the purchase of a laptop bag.** Clerk To try to purchase one from charity shop. If not successful, £30 approved for purchase of a laptop bag. **Action: Clerk**
- e) **To receive a request for the payment of overtime for the outgoing Clerk. RESOLUTION:** Clerk to be paid equivalent of 1 hour per week overtime from 01/01/18 = 30.33 weeks @ £11.53 per hour. £349.74. Clerk to take over payment of £2.04 out of this overtime payment. £347.70 to be paid. All in favour. Motion carried.
- 10) **Planning –**
- a) **To receive the undermentioned planning applications:**
- i) **18/02304/FUL**  
Demolition of existing canopy. Erection of conservatory  
**Guiseley Cottage, Leeming Lane, Boroughbridge, YO51 9BH**  
**A The Parish Council has no objections**
- b) **To receive the undermentioned decision notifications:**
- i) **6.56.173.FUL 18/01700/FUL**  
Demolition of conservatory. Erection of single storey extension  
**11 Waterside, Langthorpe York North Yorkshire YO51 9GE**  
**APPROVED**

- ii) **6.56.5.N.FUL 18/01670/FUL**  
**Erection of lean to garage**  
**Fell tree House Skelton Road Langthorpe North Yorkshire YO51 9BZ**  
**APPROVED**

c) **To receive the undermentioned planning enforcement notice:**

i) **18/00310BRPC15**

**Land comprising field a 428900 back Lane Langthorpe North Yorkshire.**

The planning department considers the re-siting of the wall in question to have closed the case. The Parish Council understands that the access is not in compliance with the planning as the width of the road is not consistent with the plans submitted. Cllr Collins to contact Cllr N Brown to ask for his assistance. **Action: Cllr Collins.** Clerk to check plans in office to get a bigger copy to view. **Action: Clerk**

#### 11) Reports

- a) **Emergency Committee – To receive an update on emergency committee activities (MJC).** Nothing to report.
- b) **Joint Parish Council (JPC) – To receive an update on JPC issues (MJC).** Nothing to report.
- c) **Safer Neighbourhood Group (SNG) – To receive an update on SNG issues (PG).** Nothing to report.

#### 12) Agenda Items

a) **Highways/Rights of Way –**

- i) **To receive feedback from 95 Alive regarding a request for speed controls on Skelton Road.** Awaiting further feedback.
- ii) **To receive an update on the request for a meeting with NYCC Highways regarding the condition of Lowfield Lane.** No feedback from Cllr Windass. No further action at present time.

**Road flooding in the parish –** This is still a problem particularly on Skelton Road opposite the Greenacres. Following an inspection of the drains, NYCC consider this not urgent. Cllr Windass to be asked to assist. Cllr Collins to send email correspondence to clerk. **Action: Clerk/ Cllr Collins.**

b) **Cottages –**

- i) **To receive confirmation of Holly cottage boiler service and central heating system flushing.** Received and noted.
- ii) **To receive and update on ongoing repairs to the Cottages.** Clerk to send agreed quotations to Cllr Boswell. Water hammer is a problem in Rose Cottage. Johnsons to attend.

c) **Commuted Sums – To receive information regarding commuted sums.** Nothing to report

d) **Play Area – To discuss maintenance of the Play Area equipment.** A piece of fence has broken. Quotation to be obtained for replacement. **Action: Cllr Collins** Play area inspection can be provided by HBC at a more competitive rate. Council will remain with present inspection company who provide a good quality service.

e) **Picnic Area –**

- i) **To receive an update regarding work on the trees in the Poplar Tree in the Picnic Area.** Clerk to check on the progress of the application. **Action: Clerk**
- ii) **To receive an update on a sign for the Picnic Area Car Park.** Ongoing.

f) **Street Lights – To receive information on streetlights in the parish.** Nothing to report.

**13) To confirm the date of the next meeting of Langthorpe Parish Council on 18 September 2018.**

A vote of thanks was given to the outgoing Clerk for her help and support over the last 3 years with the Council. The Clerk thanked the Members for making her time with the Council a rewarding and enjoyable experience.

**Meeting closed at 20.56pm**

Signed: \_\_\_\_\_ Dated: \_\_\_\_\_ Chairman