**LANGTHORPE PARISH COUNCIL**

**MINUTES OF THE FULL MEETING OF THE COUNCIL HELD ON Tuesday 15th JANUARY 2019**

**at Coronation Hall, Milby, North Yorkshire YO51 9BL**

**These Minutes are subject to change until approved at the next Full Meeting of the Council**

**PRESENT**: Cllr M Collins (Chairman), Cllr M Boswell, Cllr L Gill, Cllr P Gill

 Cllr N Brown (HBC)

**Members of the Public:** One

Late Arrivals: Police Representatives PCSO Wright and Bell (arrived 7.35 pm

Early Departures: Police Representatives (departed 7.50 pm)

 Harrogate Borough Cllr Brown (departed 8.18 pm)

 The meeting opened at 7.32 pm

1. **Welcome**

 Cllr Collins welcomed those present.

 Mrs Anne Collins was present in order to take the minutes of the meeting.

1. **To receive apologies and reason for absence**

 Apology received from Cllr Robert Windass (NYCC)

 Cllr J Flynn unwell

1. **Declarations of interest in items on the Agenda**

 None

1. **Minutes of the Full Council Meeting held on Tuesday 20th November 2018**

 To sign the minutes as an accurate record of the meeting held. All in favour. Motion Carried.

1. **Public Questions and Statements**

 i) The vandalization of the Parish Noticeboard outside the Picnic Area last weekend and the smashed glass on the roundabout and by the dog bin was raised.

 Cllr Collins reported the notice board (the PC’s responsibility) had already been repaired by volunteers. The Community Police Officers were aware of the incident, which was connected to other incidents in Langthorpe and Milby that night but had no evidence of guilt to proceed further and the Police are aware of the possible culprits.

 The removal of the glass is the responsibility of everyone in the community and glass on the road appears to have been removed. Cllr Boswell commented the glass was from discarded drinking vessels, not from the noticeboard.

 ii) The encroachment of hedges across pavements in Skelton Road and the consequent restriction of pedestrian access was raised. Cllr Collins replied that after recent trimming, NY Highways were now satisfied with the state of the hedges.

1. **Matters Arising (not covered elsewhere)**
	1. **To receive** an update on Policing issues in the parish from North Yorkshire Police present.

 i) PCSO Wright reported the Community Messaging system was working well and has recently included incidents in Langthorpe and Minskip.

 ii) Graffiti on A168 Bridge was reported by the police to NY Highways but no response received.

 iii) Cllr Brown requested updated information of the Community messaging system as it does not geographically correspond with the areas covered by each District Councillor.

***Police Representatives left the meeting at 7.50 pm***

* 1. **To receive** a report from Harrogate Borough Council (HBC)

 i) Cllr Brown reported that he and Gareth Owens would be making representation at the Harrogate Local Plan Enquiry on 16th January, referring to the over-allocation of housing in the area and the comments of local representatives not being listened to. Whilst a Local Plan is needed to define local development, it should not be assuming that individual villages are part of Boroughbridge, as each one has its own community.

 ii) Yorkshire Water – unfortunately the senior representative of YW responsible for Waste Water who had been involved in talks has now left and there is a chronic lack of investment in the waste water system. This is a serious impediment to future development in the area, of which planners should be made aware.

 The Environment Agency is now aware of the discharging locally of sewage into the River Ure and is investigating as this is only permissible with an EA Licence.

 Cllr L Gill requested Cllr Brown to approach NY Cllr Windass regarding Yorkshire Water and Cllr Collins will also write to Cllr Windass again. *ACTION: Cllr Collins*

**c) To receive** a report from North Yorkshire County Council (NYCC)

No report available

 **Item 10: Planning - brought forward**

**10) Planning –**

* 1. **To receive the undermentioned planning applications:**

i) 19/00047/FUL | Erection of a single storey extension. | Sunny Lea Skelton Road Langthorpe

 PC has NO OBJECTIONS *ACTION: Cllr Collins*

ii) 18/05001/FULMAJ | Demolition of existing farm buildings; Erection of 63 no. dwellings and associated landscaping. | Land Comprising OS Field 1541 Skelton Road Langthorpe

 A letter has already been sent to Taylor Wimpy with concerns regarding a) sewage b) surface water c) green space d) housing allocation. The response was not satisfactory and therefore the PC’s response would be Option B, citing these concerns. *ACTION: Cllr Collins*

 Cllr Boswell also expressed concern that local roads are being damaged and drainage systems silted up with no apparent responsibility for safeguarding the roads.

**b) Public Consultation** by Gladman for 175 houses on land behind the farm shop.

 Cllr Collins commented that the Gladman brochure had distributed on 20th December 2018, asking for comments, by which time an application had already been made. The same 4 concerns as for the above application were applicable and Gareth Owens’s document for the Local Plan Enquiry will refer to this area not being in the proposed Local Plan, nor is there local infrastructure to support it. *ACTION: Cllr Collins*

 Cllr Brown commented on the opportunist developers around Boroughbridge and reiterated the urgent need for Harrogate’s Local Plan to determine suitable sites, as the Boroughbridge area is already being over developed. Without a legal Plan, HBC solicitors advise not opposing developers’ applications for fear of financial consequences of appeals.

 ***Cllr Brown left the meeting at 8.18 pm and the meeting continued from Agenda Item 6:d***

**6d) To co-opt** a new Parish Councillor

 It was agreed to approach Brian Horner to co-opt him as a member of the Council.

 *ACTION: Cllr Collins*

**e) To discuss** replacement Parish Clerk

 After a successful interview, Cllr Collins and Cllr Boswell recommended the appointment of Kathleen Heywood as the Parish Clerk. This was unanimously agreed and a salary level agreed. She will start at the end of January and Mrs Heaviside has offered to help with her induction. *ACTION: Cllr Collins*

**f) To receive** an update on the situation regarding the sewerage system in the parish.

 The letter received from the Environment Agency has been circulated.

**g) To receive** information on the village telephone box.

The door has been painted and some glass replaced, hopefully the remaining work will be completed in the Spring..

1. **Correspondence as received by 10th January 2019**

**a)** i) e-mail Kirby Hill Parish Council, re contribution of £240 to Milby Island.

 Proposed: Cllr P Gill Seconded: Cllr L Gill

Cllr Boswell reported the debris caught on top of the weir and Cllr Collins will request removal by River and Canal Trust. *ACTION: Cllr Collins*

 ii) Notification from NYCC urban grass cutting for 2019/2020 - £597.83

 **b)** Correspondence received between the date of posting of the Agenda and the date of the Meeting will also be considered:- Harrogate District Community Infrastructure Levy

 The document is now being circulated between Councillors, to be commented on by 22nd February

1. **New Business – To approve** donation to Beyond the Pews of £150

 Proposed: Cllr L Gill Seconded: Cllr P.Gill

1. **Finance & HR**
	1. **To receive** the bi-monthly bank reconciliation.

 Received and Noted

* 1. **To receive** invoices (List below):

|  |  |  |
| --- | --- | --- |
| **INVOICES TO BE PAID/PAID** |  |  |
| **Payee** |  **Amount**  | **C / b.p.** |
| HMRC PAYE/NIC  |  £ 46.20 | Paid b.p. |
| Mike Boswell ( Gas & Elec Holly) |  £ 70.00  | Paid b.p. |
| British Legion |  £ 100.00  | Paid chq |
| Watercourt Signs |  £ 462.00  | Paid b.p. |
| Clerk Expenses |  £ 105.04  | b.p |
| Mike Collins (Gas and Elec Holly) |  £ 100.00  | b.p |
|  HMRC |  £ 26.40 | b.p  |
|   |   |   |
| **TOTAL** |  **£ 909.64**  |  |

 Proposed: Cllr Boswell Seconded: Cllr L.Gill

* 1. **To receive list of receipts by 31 December 2018 (List below):**

|  |  |
| --- | --- |
| **INCOME FOR September/October** |   |
| Cottages November/December |  £ 870.00  |
|  |  |
|   |   |
| Interest  |  £ 1.70  |
| TOTAL |  **£ 871.70**  |

1. **Planning** – dealt with earlier in meeting
2. **Reports**
	1. **Emergency Committee – To receive** an update on emergency committee activities (MJC).

 The next meeting is Friday 25th January.

 Pauline Philips is now the Chairman of the Committee and is co-ordinating response south of the river. She has arranged a meeting for teams on both sides of the river and HBC. Nellie and Rick Heavisides and Mike will be attending from Langthorpe.

* 1. **Joint Parish Council (JPC)** – **To receive** an update on JPC activities (MJC).

The last meeting was on **6th December 2018,** notes have been circulated.

The CCTV is now installed in Boroughbridge

* 1. **Safer Neighbourhood Group (SNG) – To receive** an update on SNG activities (PG).

 The next meeting is in March.

1. **Agenda Items**
	1. **Highways/Rights of Way –**
		1. **To receive** further information regarding blocked drains on Skelton Road.

Although a Highways vehicle was seen in Skelton Road, the driver refused to wait for parked vehicles to be moved. A letter has been sent to Highways who will endeavor to clean the drains again.

 Cllr Boswell commented on the footpath drains which, because of their design, can only drain the rainwater when water levels subside in the road drains.

 The graffiti will be reported to Cllr Windass and Highways again. *ACTION: Cllr Collins*

* + 1. **To receive** an update regarding plaque on the bridge

 Boroughbridge Town Council is awaiting a quotation for renovating the boundary plaque on the river bridge.

* 1. **Cottages –**
		1. **To receive** and update on ongoing repairs to the Cottages.

Cllr Boswell reported that the work at Holly Cottage is complete, with carpets to be fitted on January 21st. A deep clean will then be required. *ACTION: Cllr Collins*

 Although extra work has been required, it is included in the bill and the shed has also been painted at no additional cost.

 Funds need to be transferred to pay the bills, on which VAT will be recoverable.

 *ACTION: Cllr Collins*

* + 1. **To decide** method of allocating Holly Cottage.

 The cottages are intended to be Social Housing for people of the community. In order to set a reasonable rent, Cllr Boswell, Cllr L Gill and Cllr P Gill will arrange for independent valuations from estate agents to determine the rent and will arrange the letting.

 *ACTION: Cllr Boswell, Cllr L Gill, Cllr P Gill*

 Advertisement will appear in ‘Beyond the Pews’ and will also be put on the Parish Noticeboards.

Cllr Boswell will receive a copy of the existing contract for reference (NB this includes no pets unless by agreement). *ACTION: Cllr Collins*

 Cllr Boswell was thanked for all the work he has done to arrange and co-ordinate the refurbishment of Holly Cottage which, everyone agreed, has been completed to a very high standard.

* 1. **Commuted Sums – To receive** information regarding commuted sums.

 No update available

* 1. **Play Area – To discuss** maintenance of the Play Area equipment.
		1. **Fence –** SwaleFencing cannot do the job any cheaper than their original quoteof £1,150 + VAT. Other contractors cannot do the job at all. Cllr Boswell will make further enquiries.

*ACTION: Cllr Boswell*

* + 1. **Inspection** – the inspection is imminent and will be £110.
	1. **Picnic Area – To receive** an update.

 Cllr L.Gill reported one bench needs repairing. Cllr Boswell will contact Chris Leeming.

*ACTION: Cllr Boswell*

**f) Street Lights – To receive** information on streetlights in the parish.

Cllr L Gill reported NYCC no11 is still off and will contact NYCC again.

 *ACTION: Cllr L Gill*

1. **To confirm the date of the next meetings of Langthorpe Parish Council on 19th March 2019.**

**Subsequent Meeting dates:**

21st May

16th July

17th September

19th November (subject to Coronation Hall booking)

 **Meeting Closed at 9.04 pm**

Signed \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Chairman Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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