

## **TOCKWITH WITH WILSTROP PARISH COUNCIL**

### **Minutes of a Council meeting held on Wednesday 20th April 2011 in Tockwith Church**

**Chairman:** Councillor C Saunders

**Present:** Councillors Mrs L Chasney, Mr N Waller, C Billenness, M Algar (late arrival)

**In attendance:** Mrs G Firth (Clerk to the Council), Mrs Unsworth (VHMC Chairman), 2 members of the public

The Chairman welcomed everyone to the April Council meeting.

#### **Co-option of a councillor for Tockwith**

Mr W J Bowyer introduced himself to those Cllrs who did not know him and expressed his willingness to be co-opted to the Council. Unanimously resolved that Mr Bowyer be co-opted as a councillor for Tockwith Ward. He signed his Declaration of Acceptance of Office form, was welcomed by the Chairman and took his place on the Council.

**Apologies for absence** – were received from District/County Cllr Savage, Cllrs Mrs Wardman (holiday) and P Pick (work)

**Declarations of Interest** - none

**4. Public Questions or Statements** No questions or statements on matters other than agenda items.

#### **5. Minutes of the last meeting**

The Minutes of the last meeting, having been circulated and taken as read, were agreed as a correct record and signed by the Chairman.

#### **6. Matters arising from the Minutes/business remaining from the last meeting**

Cllr Billenness reported that he was getting someone to look at and give advice on the recently acquired area of land in Cowthorpe. The Clerk had also obtained a quotation from the Council's Grounds Maintenance Contractor to do clearance works at the site.

#### **7. Police matters**

There was no Police Officer in attendance and no report from PC Brookes. Cllr Waller reported back on the Boroughbridge SNG meeting held last evening. Following the meeting, which had focussed solely on matters concerning Boroughbridge town, Cllr Waller had questioned the usefulness of this PC attending such meetings in future. The reply had stated that it may be more appropriate, in future, for this PC to send a representative to the Knaresborough SNG meeting, as this was the meeting attended by our local Police Officer. It was stated that the Police were moving to a Force corporate newsletter rather than providing individual Ward crime figures. It was hoped the internal re-structuring would lead to better Police cover in terms of response times as patrols would start from Knaresborough therefore allowing more time 'on the beat'.

Resolved that the Clerk inform Knaresborough SNG of the intention to attend their meetings in future. Resolved also that a request be made for a Police presence in the villages, especially at morning rush-hour as traffic speeds through the villages.

## **8. Village Hall**

Standing Orders were suspended. Mrs Unsworth gave a brief report.

- The acoustic door has now been satisfactorily repaired – the fault had been with the installation
- The VHMC would be undergoing a 'health check' of the committee's function, following the AGM in May, starting with marketing strategy and image of the VH.
- After the AGM in May the VHMC wish to apply to licence the premises as this will be much simpler and cheaper than applying for a licence for every event. Currently only 12 applications are allowed per year (and not more than 5 for any individual) at a cost of £21 per licence. If the premises could be licensed for a full year the cost would be £100 in the first year and £70 in subsequent years. There is no intention to be a threat to local public houses as not every event requires a licence. Mrs Unsworth said she would be speaking to the local licensees and to Michelle as a courtesy.
- The AGM is to be held on Wednesday 11th May and everyone is welcome.

**9. Report from County and District Councillor** In the absence of Cllr Savage there was no report.

## **10. Wilstrop issues**

Cllr Mrs Chasney reported that, as of today, the reflector posts had been erected, although it was questioned whether they were facing in the right direction. Mr Smurthwaite was to be asked to inspect and advise. Following a question to the Clerk, the criteria for the use of commuted sums was explained.

## **11. Report from the Clerk**

**Tyres on Airfield/BCB site** Following contact with the Environment Agency a letter of explanation had been received. Mr Stevenson had agreed to attend the May Council meeting, to provide a further update and answer questions.

**Purchase of land at Cowthorpe** Awaiting availability of Mr Kennett for assistance with the planning application for change of use. A quotation of £680 + VAT has been obtained from the Grounds Maintenance Contractor for clearance of the site and removal of debris.

**Committed Sums** The Frog Bin is now in place at the Marston Road Play Area, thanks to the kind offices of Mr Wardman who has provided a new base for the fittings. The old bin has been re-sited near the gate to try and encourage people to use it rather than throwing litter into the beck and surrounds. Commuted sums have been received from HBC to cover the cost of the new bin. T

he matters regarding the Sportsfield Trust are on-going – I have had a site meeting with Sean Wright from HBC and Deryck Wilson of the Trust Committee. The meeting went well and we await developments as agreed and promised.

**Youth Club and the use of VH** I have received a letter from NYCC, which does what we asked for almost 12 months ago – a form of words to confirm that the YC does not require the VH on a Friday night. A new Senior Youth Worker is in post but there has been no contact with him, as yet.

**Telephone Kiosk – Cowthorpe** It has been confirmed that the contracts with both the electricity distributor and supplier were cancelled in September 2009. This may be why we have heard nothing further. However, there is a chance that we may receive an invoice at some future date if

the companies involved ever catch up with their paperwork.

**HBC Grounds Maintenance Grant** Perhaps not surprisingly I have had no response, acknowledgement or reimbursement from HBC regarding the overpayment of last year's grant.

**Wesfield Green POS** I am trying to arrange for the fence repair to be done by a local contractor at a reasonable cost. The Grounds Maintenance Contractor has reported the loss of some mature shrubs due to last winter's bad weather. Resolved that the contractor be asked to remove the dead plants but not replace them, at this time, and quote to replace the broken fencing with like for like.

### **Village Hall**

- I have now received the plans for a 'Plan B' attempt to extend and provide a disabled toilet.
- The Clerk produced the plans for Cllrs to see and comment. Cllrs commented favourably and wished to be kept informed once a plan of action has been decided.
- The work to the kitchen window has been completed and the invoice paid.
- I have met on site with the electrician to agree siting of various new lights/security devises/arrange repair of CCTV etc – work all completed – invoice awaited.

It was reported that unauthorised access had been gained to the room containing the CCTV controls. No access to the controls themselves can be gained but there are finger marks over the display monitor screen. The matter is being investigated.

**HMRC new rules on PAYE** HMRC has been contacted and further information is awaited. It is hoped to have everything set up before the May meeting.

**Church Row allotments access** Following receipt of a complaint from a Church Row resident, the Clerk had investigated. None of the allotment tenants are aware of any problems; none would want to have an alternative access as the current one has been in use for very many years without problems; residents of Church Row should all be aware of the access to the allotments via the rear gardens of their properties; any vandalism occurring should have been reported to the Police; the District/County Cllr had become involved and was going to visit the complainant to try and get details, which he may be able to report further on.

**Dog bins/additional litter bins** Cllr Mrs Wardman had received a request for a dog bin at one end of the new footpath from PRD to Southfield Lane. Other requests had been made for additional dog bins but HBC had advised that additional bins could not be emptied as the dog waste emptying service is fully subscribed. A suggestion was made that other, underused bins in the village may be able to be re-sited. Resolved that a request be made to HBC for a additional litter bin at the side of the VH, possibly attached to the wall at the front, on the pub side, to serve the area and the path going behind Daltons.

**Telephone kiosk light** Cllr Mrs Wardman had reported the faulty light to BT. It is working but only barely – BT state that they do not replace lights in underused kiosks. The matter will be followed up.

**Church development** The PC ratified a letter of support, asked for and sent by the Clerk, to assist the Church with grant funding applications. A reply with thanks had been received from the Church Warden.

**12. Report from T.A.A.G** Standing Orders were suspended. A TAAG representative reported the frustration concerning the lack of communication with HBC over the serving of Enforcement Notices. At the December meeting, HBC had agreed to keep the PC's, TRA and

local residents fully informed of progress. This had patently not happened. The Clerk to Bilton with Bickerton PC had taken over as main point of contact with HBC and had written to request an update and answers to several questions/concerns. The information was obtained that several Enforcement Notices had been served and others were in the pipeline. Concern was expressed that Notices did not appear to have been served on all the business operators, only the land owners and main site operator. People served with Notices have until 17th May to Appeal. The TAAG Chairman had circulated an e mail expressing concern over anomalies in the Notices. Standing Orders were resumed.

Resolved that an early meeting of TAAG, to be attended by Cllrs Saunders and Waller from this Council, be held to discuss all the points raised in the circulated e mail and decide future strategy.

Resolved that the Clerk write to Barry Gill, HBC with copies to Wallace Sampson, Gary Bell, Cllr Savage and Bilton with Bickerton PC making the feelings of this PC known. The letter to express disappointment and dissatisfaction that the agreements made at the December meeting were not being followed; to ask for confirmation that Enforcement Notices had been served on all relevant parties; to state that further communications would follow within the month, once the TAAG meeting had been held to discuss specific concerns; to state the lack of confidence that HBC had the will and enthusiasm to progress matters as speedily as possible; to make HBC aware that this PC is still the lead Council in these matters and the Clerk should resume being the main point of contact.

#### • **Correspondence**

Councillors had previously been forwarded a list of correspondence. Cllr Algar declared a personal interest in the item concerning the Sportsfield Trust/Junior Football Club

- Cllr Algar agreed to see the Scout Leader and Mike Corbett to discuss the issue of the use of the larger Community Field by the Junior Football Club.

The matter to be discussed at a future meeting when the feelings of all parties are known.

- Footpath PRD to Southfield Lane – NYCC was not being helpful in providing an appropriate surface for the footpath. The latest is that a meeting is to be held with an Officer to discuss the ecological impact of using planings for the surface. Once the outcome of that is known further attempts will be made to get the situation resolved. Support from the School Governors would be gratefully received and the media could be contacted to put further pressure on NYCC if the matter is not speedily resolved.
- SLCC Regional Conference – it was agreed that the Clerk should attend and could book a place, which the PC would pay for.

## **14. Planning**

### **Planning applications**

**Rose Cottage, Kendal Lane** – erection of two storey and single storey rear extension *No objections.*

**The White Cottage, 73, Marston Road** – erection of single storey rear extension *No objections.*

**Paddock House, Moor Monkton** – redevelopment with extensions to form six bedroom dwelling on three storeys and office (revised scheme) *No objections subject to neighbour notification*

### **Planning Decisions – approved with conditions**

**April Cottage, 18, Marston Road** – erection of first floor and single storey rear extensions and

insertion of first floor window in gable

**April Cottage** – application for Conservation Area consent for part demolition of 2m high wall

**Boundary of Wood Grove and 3, Westfield Green** – tree works to tree subject to TPO

**Broadoak Farmhouse** – discharge of S 106 agreement relating to permission to allow the development to be sold or assigned separately to the land

**2, Westfield Green** – erection of first floor extension

### Planning Appeal

**Paddock House, Moor Monkton** – redevelopment with extensions to form 6 bedroom dwelling on 3 storeys, double garage, office, workshop and 1 bedroom annex

### Planning Enforcement case notification

**Moorside Cottage** – building works

Previous notification of possible planning enforcement Kendal Lane – erection of stable blocks without planning permission This case has been outstanding for a long time. The Clerk was requested to follow it up with HBC.

## 15. Accounts

<u>Bank balances</u>	(as at 18.04.11)
Lloyds TSB current a/c	2,501.00
Lloyds TSB deposit a/c	19,944.68
Less un-presented cheques	214.00
Plus recent deposits	192.50
Loan (ring fenced for specific purposes)	20,469.00
Leaving a working balance of	1,755.18

### A/c's to ratify/pay

YLCA (annual subscriptions)	387.00
YRCC (annual subscription)	35.00
Ainsty Internal Drainage Board (drainage rate)	11.35
Viking Direct (stationery supplies)	219.98
Advance notice of D/D to PWLB on 1st May	3,791.93
SLCC (Regional Conference)	78.00

### Receipts

Allotment rents	192.50
Rent for Junior Football Club	1.00

Resolved that the bank balances be accepted, accounts be agreed/ratified as above and receipts acknowledged.

The Payments and Receipts ledger, having been completed and balanced to the financial year end by the Clerk/Responsible Financial Officer, was presented to the Council for agreement and for signature by the Chairman. A report from the Internal Auditor had been given at the preceding Annual Parish Meeting. There were no matters to bring to the attention of Cllrs. A new Internal Auditor will need to be appointed as Cllr Bowyer is now a member of the Council. Papers had

been prepared for the External Audit. Cllrs were asked to approve the Accounting Statements and Annual Governance Statement. The External Audit Form was duly completed and signed by the Chairman.

Standing Orders and Financial Regulations of the Council were reviewed and approved.

**16. Date of next Meeting: WEDNESDAY 18th MAY 2011 in Tockwith Church, immediately following the Annual Meeting of the Parish Council, which commences at 7.30pm.**

**17. Exempt Matters** No matters for consideration.