

TOCKWITH WITH WILSTROP PARISH COUNCIL

Minutes of a Council meeting held on Wednesday 25th April 2012 in Tockwith Church

Chairman : Councillor C Saunders

Present: Councillors N Waller, Mrs J Wardman, Mrs L Chasney, WJ Bowyer, C Billenness and P Pick.

In attendance: PC Graham Merrett (Police), Mrs G Firth (Clerk to the Council/RFO), Mrs Helen Algar (Deputy Clerk to the Council), Mr Peter Stevenson(The Environment Agency) and 2 member s of the public.

The chairman welcomed everyone to the April PC meeting.

1.**Apologies for absence** - none were received prior to the meeting.

2.Declarations of Interest – none known about at this time

The chairman and council agreed to alter the order of the agenda and move item 4. Police matters above item 3. As PC Graham –Merrett had to leave on police business. _

4. Police Matters

PC Graham-Merrett was present and reported that crime was as portrayed in the emailed report outlined below and had nothing to add to the crime figures.

- The Officer mentioned the crime report previously sent by PC Brookes and the incidents of anti-social behaviour reported over the last weekend.
- A burglary on the Business Park where batteries were stolen overnight
- A possession of drugs offence
- Two burglaries where computers and machinery/tools were stolen
- Suspect vehicles had been seen in the parish and MWS Joinery targeted by burglars.
- The Marston Moor Business Park sees most of the local crime.
- Annual Crime Watch meetings are being set up – the PC will be kept posted.

PC Graham-Merrett also noted that

- Crime trends are mainly burglary of of scrap metal and diesel.
- Ongoing crime prevention work with victims of shed crime.
- With respect to the incident at Cowthorpe it was asked if there had been any progress in the recovery of costs for a yellow grit bin and damage to a boundary following a road traffic accident in Cowthorpe. The driver of the vehicle had admitted liability at the scene but as yet no settlement has been made. The Crime had to have been reported within 24hrs for a road traffic accident if this is not the case then it is thought the matter needs to be dealt with through the small claims court. With this in mind PC Graham-Merrett is to investigate the reporting of the accident and check if NYCC

- have been made aware he will email the clerk with his findings.
- PC Graham-Merrett is to set up Rural Horse Watch with the aim of giving advice to local residents. The first meeting date is to be confirmed but it is thought to be either the end of harvest or between lambing and the start of harvest time.

The chairman thanked him for his report and thanked him for his ongoing work in our community. The chairman then welcomed Mr Stevenson from the Environment Agency and asked him to speak.

3.Attendance by Mr Stevenson from The Environment Agency

Mr Stevenson gave his report

(i)Eco Terra Tyres

- Legal action has been taken against the operator and he pleaded guilty 4 months ago but due to further actions taken by the environmental agency against him he will not be sentenced until the case concludes against him on May 10th 2012.
- With regard to the site the operator of Ecoterra tyres is no longer associated with the site and the lease owner does not allow him access.
- All of Eco Terra Tyres customers have received a letter from the Environment Agency to inform them that if they supply tyres to this operator then they will be liable for them should they not be disposed of lawfully. This should slow or stop supply of tyres.
- Issue of the tyres on the airfield still remains potentially 100,000 tyres to remove the Environment Agency will be recounting in the next 2-3 weeks to get an accurate figure.
- Once the court case is concluded then the Environment Agency can put resources on the removal of the tyres.
- Environment Agency are working with HBC planners to work out who will remove the tyres for example whether it will be the operator or the landowner. The landowner and the operator have both been contacted.
- There is no time-scale as yet for removal of the tyres.

Councillors asked potentially how much it would cost to remove 100,000 tyres from the airfield. Mr Stevenson informed them that firstly the good thing is that in this area there are potentially 3 sites that will take the tyres for recycling. But the average cost would be 55 pence per tyre. Standing Orders were suspended. Mr Wilson asked Mr Stevenson if he knew that the site operator had been declared bankrupt and that the 15 year lease on the site was due for renewal in July. Mr Stevenson informed Mr Wilson that he did know this. Standing Orders were resumed. The chairman thanked Peter for coming and encouraged him to come back later in the year and inform us of progress with the issues on the airfield.

5.Public Questions or Statements There were no questions from the public

6.Minutes of the last meeting Having been circulated and taken as read were agreed as a correct record and signed by the chairman.

7. Matters arising from the Minutes/business remaining from the last meeting

- The clerk informed the council that more invoices had been received from northern power grid with respect to the telephone box in Cowthorpe even though the supply was removed. All invoices to be ignored.
- Speed Monitoring – no response from monitoring team the clerk would continue to follow this matter up. Cllr Waller and the chairman noted that we should reply to the police to say that the fact that the 30mph speed limit may not be enforced as a sign into the village is missing is not relevant as due to the Traffic signs and general direction Act 2002 section 85.

8. Village Hall

The Clerk gave a report in her capacity of council representative on the VHMC.

- The opening of the new facilities was a fantastic event and the quiz also held after the opening was a great success.
- It was noted that the money the parish council had provided had worked effectively as a pump primer for grants from Yorventure and Wren.
- A breakdown of all the costs for the project can also be provided if necessary.

The clerk was thanked for her report and also particularly for all the hard work she had done with the accounts during the project.

9. & 10 Reports by County and District Councillor In the absence of the Cllr there was not report.

11 Wilstrop issues Cllr Chasney informed all that there were no issues to report.

12 Report from the Clerk

New Clerk – handover – had several meetings and teach-ins - some important papers already handed over – hopefully new cabinet and existing (in Clerk's garage) for VH will be installed shortly and all archives transferred before 1st May.

Adopt a kiosk – further invoices received for a period after the electricity supply had been disconnected!

Land at Cowthorpe – work almost complete. New gate fitted. Commuted sums money still being chased. Quote for extras still awaited. Play equipment ordered - awaiting delivery and installation.

Airfield – nothing further heard from Bob Power in spite of a reply being chased.

Community Field fencing – ordered and to pay invoice at tonight's meeting. Commuted sum money being sought in reimbursement. Cllr Pick will install fencing without charge.

13. Correspondence

Councillors had previously been forwarded a list of correspondence. Additional correspondence since the list was circulated was made known. Action points were as follows:

i) **Bulb scheme** the Chairman agreed to take this matter on and look into who would be available to plant them. Maybe Scouts will plant some or use some in Cowthorpe open space.

ii) **Tree Preservation Orders** on those trees in **Cowthorpe on Wetherby Road** to the west side of the village. The council have agreed that they would potentially have TPO's if the landowner was the same as those which were cut down. If the landowner is not the same then it is unlikely. Cllr Billenness is to find out who is the landowner.

iii) Kerbside Recycling workshop held in May. Cllr Wardman agreed to let the clerk know if she was going to attend on the 15th at Cunningham Hall Knaresborough.

iv) Clerk has received information from Harrogate that all councillors that stood for election have been elected unopposed.

- The council will be 7 cllrs in Tockwith, 1 in Wilstrop and 1 in Cowthorpe, this leaves 1 cllr to be co-opted in Cowthorpe. Cllr Billenness agreed he would continue to try and get someone from Cowthorpe to put themselves forward via leaflets.
- The chairman suggested that all new councillors read the Guide to good councillors on the NALC website.
- Those outgoing councillors will pass on information and issues after 4 days from the election.
- The clerk to collect all contact details of new councillors.

14. Planning applications;

Responses on Planning applications seen since the last PC meeting were ratified.

14, Ralph Garth- erection of 2 single storey extensions. NO OBJECTIONS

Fairfax House, Southfield Lane – outline application for the erection of 24 start – up employment units and cess pool tank with access and scale considered (revised scheme) **OBJECTIONS** Peter Pick declared a prejudicial interest in this application as his land is adjoining the proposed site. The chairman did the neighbour notification on this application and objections were raised about setting a **president** for **building into green space**. Concerns were also made that even though the developer had agreed to widen Southfield lane to Fairfax house and plant mature trees to hide the site concern was raised as to the **need** for such starter units when many **lay empty** on the local business park. The chairman with the aid of the clerk sent a letter of objection to the planning application on the grounds stated above. All councillors (with the exception of Cllr Pick) agreed to ratify this response.

200 Prince Rupert Drive – single storey extension to the rear of the property- Cllrs

agreed NO OBJECTIONS subject to neighbour notification coming back with no objections.

Planning decisions –withdrawn

Eastfield Grange- outline application for erection of agricultural workers dwelling with all matters reserved. Cllrs noted that this application had been withdrawn.

15. Accounts:

<u>Bank balances</u> (as at 30/3/12) Lloyds TSB current a/c			<u>3,110.00</u>
Lloyds TSB deposit a/c		42,815.97	
Less o/s cheques:	828	3.81	
• 1,764.00			
• 21,452.40			
• 300.00			
• 450.00			
• 350.00			
• 324.00	24,644.21		
			<u>18,171.76</u>
Net balance as at 31st March 2012			21,281.76
Since 31st March 2012:			
Payments:			
VH contractor	865	7,372.11	
HM Revenue & Customs	866	119.09	
VH Architect	867	1,879.08	
Viking Direct	868	304.51	
			<u>-9,674.79</u>
			11,606.97
receipts:			
allotment rents		145.00	
BACS (WREN)		17,876.60	
HMRC (VAT reclaim)		12,296.36	
HBC (commuted sums)		700.00	
Sportsfield Trust (rent for JFC)		2.00	
HBC Precept (1)		12,500.00	
			<u>43,519.96</u>
			55,126.93
Loan (ring fenced for specific purposes)			20,469.00
Working balance			34,657.93
<u>A/c's to ratify/pay</u>			
Mrs G Firth (final salary, expenses & reimbursements)			642.10

(includes cartridges from Jersey £109.48)	
Mrs H Algar (salary & expenses)	320.93
SLCC (Training and AGM)	50.00
S Mack (cabinet for PC storage in VH)	70.00
Ainsty Drainage Board (drainage rate)	11.67
YLCA (annual subs)	398.00
Furniture@Work Ltd (shelving at VH)	756.00
T Backhouse & Son Ltd (fencing for community field)	1,783.44
R M Contracts (final payment for VH project)	1,747.49
NB Chubb invoice in dispute – await resolution	
VH Development Fund balance to return	10,025.00
NB £1,738 VAT – PC to reclaim in 2013	
PWLB (D/D on 1/5)	3,791.93

Resolved that the bank balances be accepted and accounts paid/to pay be ratified as above.

Unaudited accounts for the year were presented to Cllrs and questions invited.

Thanks were expressed to the Clerk for all her hard work in preparing the year end accounts and overseeing the VH project. Concern was expressed at the low figure for working balances at the year end. Long term worries would arise if the PC did not make an effort to increase the year end working balances. Cllrs would need to focus on an increase in the Precept in future years.

The Clerk explained the extraordinary financial year just passed and said another such could not be expected to occur for many years. Cash flow during the project was always going to be problematic with having to pay invoices before grants were received. VAT can only be reclaimed once in the year which is why there is a small amount to be recovered in 2013 in spite of the best efforts of the Clerk to get all the VAT invoices presented before 31st March.

Resolved that the Chairman sign the red ledger to accept the receipts and payments summary for the year and bank balances at the year end.

Annual return papers had been prepared for the Audit Commission/External Auditor and were presented to the Council. Resolved to approve the accounts, based on the report from the Internal Auditor.

Resolved that the Chairman sign Section 1, the accounting statements for the year ended 31st March 2012. Resolved that the Chairman and Responsible Financial Officer sign Section 2, the Annual **Governance Statement for the year ended 31st March 2012.**

It was also ratified the agreement that they should move the decision of allocating grants into next months meeting. 16. Date of the next meeting: WEDNESDAY 16th MAY 2012 in Tockwith Church, to follow the Annual Meeting of the Parish

Council. 17.Exempt Matters – the Chairman read out the resolution for exempt matters as there was a remaining item concerning the Clerk.

At the conclusion of exempt matters photographs were taken to record the presentation of a gift to the Clerk on her retirement after 22 and a half years as Parish Clerk/RFO. Photos were to be placed in the parish magazines and sent to the local press to mark this significant date.

The Chairman thanked everyone for attending and declared the meeting closed.