

OCKWITH WITH WILSTROP PARISH COUNCIL

Minutes of a Council meeting held on Wednesday 20th June 2012 in Tockwith Church

Chairman: Councillor C Saunders

Present: Councillors Mr C Billenness, Mrs S Corbett, Mr N Waller, Mrs J Wardman, Mrs A Wilson, Mrs B Smith, Mrs J Thompson

In attendance: Mrs H Algar (Clerk to the Council), Mrs A Unsworth (Chair Village Hall Management Committee) Fourteen members of the public.

1. Apologies for absence Cllr Mrs L Gill – long standing prior engagement, Cllr Mr S Harrison – holiday, Cllr John Savage – work commitments.

2. Declarations of Interests None received

3. Chairs announcements

Chair expressed thanks on behalf of the whole community to Cllr Sue Corbett who represented Tockwith outstandingly by carrying the Olympic Torch on the Olympic Torch relay through Wetherby.

He also announced he had been working together with Bilton and Bickerton Parish council with respect to High speed internet.

The chair also asked for agreement from all councillors to discuss an urgent matter with respect to the sportsfield, as the matter did not involve the spending of any parish funds then this was agreed by all.

4. Minutes

Were agreed as a correct record and signed by the Chairman.

5. Outstanding Actions Arising form Minutes of last Meeting – to discuss /follow up

Cllr Billenness questioned the validity of the chairman refusing Cllr Angela Wilson's vote in the last meeting due to him feeling she had an interest that was not declared. The clerk is to write to Peter Jordan to clarify the matter.

The chairman expressed his wish to move the Cowthorpe items further up the agenda with there being so many residents of Cowthorpe at the meeting and all agreed, public questions were to be taken first however.

The chairman suspended standing orders

6. Public Questions

A representative of the Sportsfield Trust asked permission from the council to level, and resurface the grass on the portion of the community field allocated for non-exclusive use to the junior football club. He expressed that timing was of the essence as the sooner the grass grows the better the playing surface for the end of the season.

A Cowthorpe resident thanked the Parish Council for the public open space that has been provided for the residents of Cowthorpe. But she did want to express that there were three issues

however.

1. The majority of residents in the village do not want to call the space Jubilee Gardens
2. The residents want an opening and naming event to occur in the summer would it be possible to get all problems ironed out by then?
3. Request a better bin to be provided than what is already in place as bin bags do not even fit into the bin. If another bin is provided could it be turned into a planter rather than have it removed.
- 4.

The resident also had two other Cowthorpe issues to raise

1. What can be done about the speeding traffic in Cowthorpe?
2. No improvements have been seen in the clearing up of the Acorn House site that used to be the old village hall. Is there an idea of when improvements will be seen?

A second Cowthorpe resident also wanted to raise questions on the following:

1. £400 for a bin to be turned into a planter seemed very expensive.
2. Recycling in the area, who is going to make sure that the waste on site gets separated?
3. Should Harrogate Borough Council put a Wheelie bin on site that can be put out to be collected?

The chairman noted all questions and resumed Standing Orders and agreement was from all to move to item 15 and 16 on the agenda regarding Cowthorpe.

15. Cowthorpe POS – motion to be moved by Cllr Billenness to rename Cowthorpe POS “Jubilee Gardens”.

This motion was amended as a public meeting had been held in Cowthorpe on Friday 15th June to decide upon a name for the space. Cllr Billenness then proposed that the motion be amended to “Bert's Garden” and a name plate be placed on the gate to that end. This was agreed by the council unanimously.

16. Cowthorpe POS – to agree the day to day management following Cowthorpe public open meeting. Cllr Billenness reported back from a meeting that was held with the residents of Cowthorpe regarding the Public Open Space in Cowthorpe on Friday 15th June. Main points of his report were as follows:-

- A PC noticeboard with details of Mr Rountree's information on the board
- Signage for the maximum age for equipment on site
- Benches to be moved next to each other so that people can sit and talk together
- Bench in honour of Gill Firth the former clerk to the parish
- No opening hours were required on the site
- No Xmas tree was wanted on the site so no need to pursue a tree holder it was felt the church would be a suitable place for a tree.

Cllr Billenness also stated that the PCC responsible for the church and they are about to apply to have the old church yard closed. The responsibility for the old church yard would then pass to Harrogate Borough Council. This process may however take a few months. Standing orders were suspended so that the residents of Cowthorpe were able to add to these findings and proposals in agreement with all were put in place.

1. Biographical details to be put in place in the garden about Bert who tended the allotment for many years. Residents of Cowthorpe to liaise with the Clerk as to wording and a quote for a

weatherproof system to display that is not a noticeboard to be brought back for review at the next parish council meeting in July.

2. Signage within the park should only be limited to what is required by law a catch all sign would be ideal Clerk to contact HBC's Jenni Love for advice and suppliers of signage for next meeting.

3. In an ideal world it would be nice to move the benches but this is all cost dependant the clerk should write to Park Lane who installed the equipment to ask how much it would be to move the benches together.

4. An inscription should be placed on one of the benches to thank the former clerk for all of her hard work over the past 22 years. Clerk to investigate plastic plaque with suitable inscription for the July meeting.

5. A brass plaque for the gate to the site with Bert's Garden inscribed to name the site. Clerk to get quote for July meeting.

6. Spring to be installed on the gate – Cllr Billenness to source spring and fit.

7. Clerk to contact New wood gardening about frequency of grass cuts and also the hedge heights as well as the ability to trim underneath the benches, a meeting to be arranged on site between cllrs, residents and ground-staff.

8. A cover for the existing bin was not actioned as a wheelie bin would be used instead and put out for collection by residents, the bin may then be turned into a planter.

Cllrs agreed to all the above and once quotations are received for the above work then they can decide what shall be implemented based on cost and budget.

The clerk was also asked to write to Sean Wright at HBC to ask if there were any commuted sums still available to spend on the site. Standing orders were resumed.

7. Police matters

No Police present monthly crime report was read by clerk.

020512 – Theft Diesel – Marston Moor Business Park

020512 – Theft Catalytic Converter – Tockwith

070512 – Burglary Dwelling – Bilton- In – Ainsty

070512 - Burglary Other – Tractor stolen- Tockwith

120512 – Theft Kerosene- Tockwit

290512 – Assault – Tockwith

A pallet of aluminium sheets have been stolen from a business in Tockwith. If anyone has any information regarding this crime can they please call NYP on 101 and request PC 334 and quote ref NYP-15062012-0273. The chair asked for approval to move to item 14 on the agenda this was agreed by all.

14. New Refuse Collection System Update – report from Cllr Waller

Cllr Waller gave a report on the new system about to be implemented across the area. The main points of which were as follows.

- All members of the public should now have received communication about the new system.
- Lane End collections appear to be a problem for example Cllr Smith explained one of the residents of Wilstrop will have to take their bin 1.5 miles to put it out for collection. The residents have challenged this with HBC but the chairman will also call HBC himself and ask

about the situation.

- There is a facility to ask HBC for a bigger bin if required
- Older people may have a problem with the new scheme as they may not be able to take the bin to the kerbside. If they contact HBC other arrangements can be made.

Chairman then asked that the following item on the agenda should be the emergency motion granted at the start of the meeting.

Emergency Motion regarding Sportsfield Trust The chairman moved the motion for The sportsfield trust to have the permission of the Parish Council to scrape and reseed the area of the football pitch on their area of non-exclusive use on the community field. Cllrs expressed that this should be of no cost to the Parish Council and that it should not effect the non-exclusive informal use of the land by the junior football club. This was agreed and the motion was passed. The chairman then asked to move to item 10 Wilstrop issues – all agreed

10. Wilstrop Issues Cllr Smith reported the following issues

- Lane End Collections on bins a problem for some Wilstrop residents – Chairman to investigate under item 14 of the agenda.
- The Caravan Park in Wilstrop is advertising as a Wedding Venue with 3 marquees , disco and bar and business venue. The question was whether this is permitted as local residents were concerned about late night music and potentially paper lanterns falling onto agricultural land.

Standing orders were suspended and it was discussed that as long as the relevant licences are in place then the activities would be permitted.

Clerk to send details to Cllr Smith of Temporary Event Notice rules and also the process involved in a premises licence application.

Standing Orders were resumed.

9.Reports by County & District Cllr No report was received.

11. Report from the Clerk

A report was read by the clerk main points of which were

- Cowthorpe POS funds have been released to us to reclaim the play equipment.
- Kendal Gardens have £888 in commuted sums to spend it was agreed by cllrs that this should be spent on a bench to replace the old bench near the bus stop at the bottom of Ralph Garth. Quotes received and shown to councillors deemed very expensive for installation Clerk to get a second quote before go ahead granted by Councillors. HBC have approved the work. Cllr Wardman asked that the concrete inscription on the current site be kept.
- Village Hall door is ongoing funds approved by HBC waiting on village hall to have work done.
- Grit bin highways are going to replace the grit bin the clerk to write to the landowner to pass details of driver on. Cllr Billenness to provide address.
- Speed Monitoring – A report is being written and is on way to us. Cllr Wardman asked if Clerk could write and ask for exact location of speed check. Also Cllrs asked if Clerk could request speed monitoring forms for Cowthorpe.
- Acorn House Cowthorpe – email received from resident asking as to the progress of the clean up of the site. Clerk to write to Pat Costar at HBC and request a site visit with Cllrs and residents to discuss progress.
- Insurance 3 year deal has been done for the Village Hall insurance in the process of claiming the monies back from the Village Hall Management committee.
- Parish Insurance policy has been updated for new play equipment at Cowthorpe and also at Marston Road no increase in premium for this cover.

- Grounds Maintenance – approved that the cutting of the grass at Cowthorpe be ratified but events of the open space and need to discuss hedge heights and future grounds maintenance mean that clerk needs to set up a meeting of cllrs and residents with New wood gardening to discuss future work on site.
- Grounds Maintenance – Westfield green, received a complaint from a member of the public about the state of the open space. Passed comments onto cllrs and New Wood Gardening weed removal and tidying of space to occur at end of June. Cllrs agreed to keep an eye on how the space looks over the summer period.
- Problem with a hedge at the bottom of Kendal lane obscuring pulling out onto the road. Cllr Wardman to investigate.
- Application from Mrs McVeigh for chickens on her church row allotment was agreed by all cllrs Mrs McVeigh to fill in a Animal Husbandry agreement.
- Letter from audit commission informed cllrs that external auditors from 1st September 2012 will be Littlejohn LLP.
- Freedom of Information requests, we have had five requests this month, the process is under way for the items requested but work is required by the clerk to set up a log to manage these requests for future.
- Agenda – clerk has reformatted the agenda it is a work in progress feel need to display some items of correspondence and ensure planning applications to be discussed are displayed for the public prior to the meeting.
- Thank you letters were received by Scouts, Sportsfield Trust, Tockwith and Cowthorpe Churches and Tockwith show for the grants issued last month.
- Bees had to be dealt with in the village hall which needed ratification of payment this month.
- The clerk had also arranged for a quote for the replacement of the central heating boiler in the village hall and was awaiting the response.
- The clerk also read out a couple of letters of correspondence to cllrs regarding DPD information and County area committee casual vacancies.
- Still awaiting a response from Bob Power regarding the airfield.

The Clerk was formally thanked by all Cllrs for her hard work .

8. Village Hall

Standing orders were suspended.

Report was given by Mrs Unsworth main points of which were:-

- Broadband is now up and running and can be used by the scouts and the youth club.
- Welcomed Clive Billenness onto the committee.
- External doors work is ongoing and have applied for a grant on the internal doors and also some disabled access equipment e.g. ramps.
- Also the Village Hall has applied for grants for the garden they are also doing this in conjunction with the under 5's.
- The village hall also has a fund-raiser with an evening of entertainment on 15th September.
- Audrey also thanked Mark for all the work he had done in helping with the beer festival.

The chairman resumed standing orders and moved to item 12 on the agenda.

12. Harrogate Standards Committee – report by Cllr Billenness Cllr Billenness went to the last meeting of the standards committee and gave the following feedback.

- HBC are adopting a code that is based on that of North Yorkshire's code.
- The NALC code appears to be in the opinion of the standards committee ambiguous.
- The General Purposes committee will take over from the standards committee and they are not planning to have representatives from Parish councils. This has been opposed by the

standards committee .

- Any complaints that are currently outstanding will be dropped and resubmitted on 1st July 2012.
- The Power to suspend cllrs has now been removed there appears to be no sanction.
- As a point of interest the standards committee have the highest number of contested elections currently and all of these will be resubmitted on July 1st.

13. New Code of Conduct

In light of information from HBC it was agreed by all cllrs that it was not possible to have enough time to consider the documentation in order to make a decision.

The decision is now whether to adopt the NALC code or the HBC code. Clerk to ask Peter Jordan about the legality of adopting a draft code from HBC.

As a new code is to be adopted by July 1st an EGM is to be held on Wed 27th June at 7.30 Clerk and chairman to do the appropriate paperwork to facilitate this.

The chairman then moved to item 17 on the agenda.

17. Planning Planning Applications

Field View Oak Road Cowthorpe – Erection of double garage with turning area. The parish council has no objections. This was ratified by councillors.

Eastfield Grange – Erection of one detached agricultural workers dwelling – the Parish Council supports the application, as it supports agricultural enterprise within the parish. This was ratified by Councillors.

Eastfield Grange update – Application is to go to chamber on 21st June. Cllr Wardman agreed to attend on behalf of the Parish Council.

Fairfax House – Highways report has been received with respect to this application .

Planning Decisions

Approved with conditions/decisions on discharge of planning conditions –

14 Ralph Garth **2 Single Storey extensions.** Refused Planning
Permission –

Wind Turbine Moorside business park

Planning Enforcement

No breach of planning was found on satellite dish at **Laburnum cottage Oak Road Cowthorpe.**

Accounts

ACCOUNTS

Bank balances (as 17 May 2012)

Lloyds TSB Current account			<u>2,501.00</u>
Lloyds TSB deposit account	35391.44		
less o/s cheques			
	3.81		
Aurora Computers	69.00		
HA Salary	377.90		
Mrs Firth Expenses	2.36		
Rural Action Yorkshire	35.00		
SLCC Membership	105.00		
Tockwith Church Grant	750.00		
Tockwith Methodist Grant	450.00		
Cowthorpe Church Grant	150.00		
Tockwith Show Grant	250.00		
Scouts Grant	250.00		
Tennis Club	250.00		
Sportsfield Trust	500.00		
VHMC Grant	600.00		
Insurance Village Hall	1,066.02		
Insurance village hall 3yr fix	17.51		
Park Lane Playgrounds	6,376.32		
MJ Backhouse (Bees)	49.00		
New Wood Gardening	35.00	11,336.92	
			<u>24,054.52</u>

26,555.52

receipts

allotment Rents	10	
HBC Commuted sums	6376.32	
reimbursement VH Insurance	17.51	
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		34,025.37
Loan (ring fenced for specific purposes)		20,469.00
Working Balance		13,556.37

Accounts to ratify/pay

Mrs H Algar (Salary & Expenses)	(353.16 + 57.70)	410.86
Chubb payment V Hall		189.99
New Wood Gardening Cowthorpe POS		35.00
Tockwith Church Room Hire		~200

The clerk informed the council that Mr Mike Corbett had agreed to continue in his role as internal auditor for the coming year.

18. Date of next Meeting:

EGM Wednesday 27th June 2012 in Tockwith Church at 7.30pm.

19. Exempt Matters

None

The chairman thanked all for attending and declared the meeting closed.