

## **TOCKWITH WITH WILSTROP PARISH COUNCIL**

### **Minutes of a Council meeting held on Wednesday 24th October 2012 in Tockwith Church**

**Present:** Councillors; Mr N Waller (Chair), Mrs S Corbett,  
Mrs J Wardman, Mrs A Wilson, Mrs J Thompson, Mrs L Gill, Mr C  
Billinness, Mrs B Smith

**In attendance:** Mrs H Algar (Clerk to the Council), Cllr John Savage,  
Mr I Spiers (Harrogate Borough Council), Mrs S Pearce (prospective Cllr)  
and Five members of the public.

#### **1. Parish Council Vacancies**

Cllr Waller opened the meeting and an application was heard by Mrs S Pearce regarding one of the vacancies on the Parish Council.

RESOLVED that Mrs S Pearce should be accepted as parish Councillor, Mrs Pearce signed her declaration of Office and was invited to join the table.

RESOLVED that the remaining vacancy should continue to be advertised within the Parish and remain on the agenda for the next meeting.

**2.Apologies for absence** None.

**3.Declarations of Interests** None.

#### **4.Minutes**

RESOLVED that the minutes of the meeting held on September 19th are approved as a true and correct record and signed by the chairman.

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

**Agenda Item 6. (Item 9.0) Flooding at New row** in a recent bout of rain a local farmer came with a tanker and sucked up 7000 gallons of water out of the ditch which stopped the houses at New Row from flooding again. Cllrs felt that another drain should be put under the road to help with the drainage. So far a digger has come out and dug half of the ditch out which has done nothing other than make a mess. They have also put some grips in the the road but these would easily block with mud.

Standing Orders were suspended and Cllr John Savage informed the council that it was a Highways issue and all agreed that the most recent flood had the highest water level recorded at Wilstrop so this was not going away as a problem. Standing Orders were resumed.

RESOLVED that the clerk write to Mr J Gill (Farmer) to thank him for his swift action which averted disaster for the properties of New Row by the use of his tanker.

RESOLVED that the clerk write to Highways to ask about the work that they intend to do to prevent flooding at the site in the future and also to mention how local resident's are currently having to avert problems at the site.

**Agenda Item 6. (Item 9.0) Refuse Collection** Councillors had not noticed any more dripping from the back of recycling wagons but the weather had been dry at the time that they were evaluated. It was confirmed by the district and county councillor that the wagons are not sealed

at the back.

RESOLVED that the clerk should write to Harrogate Borough Council and ask if the wagons are compliant with Health and Safety Executive guidance.

**Agenda Item 14. Acorn House** Update by Cowthorpe Cllr that the Environment Agency have confirmed that they have taken many photographs at the site and that they have a number of items that they want removing from site. They have already removed an acetylene cylinder and hydrochloric acid.

## **6. Public Questions**

The chairman suspended standing orders. Resident wanted advice on where to turn with a dispute with her neighbour about hedge heights as she has no light coming into her property at the back. Cllrs suggested she look at Harrogate Borough Council's website or looked at the mediation service that is available for neighbours through Harrogate borough Council. The chairman resumed standing orders.

## **7. Emergency Planning Department**

Cllr Waller noted that the Parish Council had tried to formulate an Emergency Plan eighteen months ago but that it fell on stony ground. What the council had wanted to know from Mr Spiers from the Emergency Planning Department is how to get sandbags for New Row. Mr Spiers discussed with the council the benefits of having an emergency plan in place citing recent flood events in Knaresborough and Boroughbridge. It was also noted that the plan need not be a large document and could be quite simple. Mr Spiers also informed the council that they do not have a duty to supply sandbags but they do try and provide to those at risk. He would be happy for the Parish Council to have sandbags at a local destination as long as their distribution is controlled and that there is a structured response in the event of an emergency. As a number of the properties at New Row are council houses Cllrs asked Mr Spiers why these properties do not have flood defences in place. Mr Spiers was intending to find out.

RESOLVED that Mr Spiers from the Emergency planning department would send Cllr Waller a template for an emergency plan that he could put details into for Tockwith that could then form the basis of a plan. Cllr Billenness would put in the Cowthorpe details.

## **8. Police matters**

No Police present, no monthly crime report was sent by the Police. It was noted that a Road Traffic Accident in Cowthorpe had occurred this month and that it would be useful to pass this information onto PC Sue Brookes.

Standing orders were suspended and a member of the public from Cowthorpe mentioned that they had attended one of Sue Brookes recent police surgeries and as a result Cowthorpe had been put forward for speed traps as part of road safety week.

## **9. Village Hall**

Report was given by Mrs Unsworth (Chair of management committee) main points of which were:-

- CCTV. New camera to be installed very soon.
- New carpet has been put down in the entrance.
- Kitchen floor has been replaced with new flooring.
- Side wall in the garden has been sorted out.
- The fence in the garden is to be put back up once work is completed on the garden.

- New Doors to be available for first week in November.
- New clubs are now using the hall.
- A donation had been received by the Parish Council for £250 from the Beer Festival committee to put specifically toward the garden project at the village hall.
- Costcutter have also made the village hall aware that they can fill in a form to get a grant from them.
- A party pack is to be produced to market using the village hall as a party venue.

## **10.Reports by County & District Cllr**

Report was given by Cllr Savage main points of which were:-

- Cowthorpe Pumping station working with Yorkshire water on the vibrations the pumps are 40 years old.
- Flooding in Cowthorpe. Cllr Savage had got Environment Agency to come out and see the resident's. Warfield lane Sandbags are in place and work is ongoing to get the landowner who is causing the problem to sort out his blocked drains.
- Footpath in Cowthorpe – Cllr Savage agreed he would raise the need for one to highways but was unsure of a positive outcome with current budget cuts.
- Acorn House site – unfinished houses we need to establish that services are connected to the houses before they can have a completion order put on them.
- Tockwith Airfield – Bilton and Bickerton PC have put in a complaint to Wallace Sampson on the poor lack of communication between HBC and the Parish council.
- Kendal Gardens – resurfacing work should be done immanently can Cllrs please let Cllr Savage know if it is not done to an adequate standard.
- Flooding New Row – Cllr Savage said that he was going to chase highways about the dykes/ditches and drains around the site.
- Local Development Framework – looks like this will all go ahead with 90 houses to be located behind the church and school the proportion of affordable housing has not yet been determined. Cllr Savage will keep the council updated on the progress of the Framework.
- Wilstrop – The flooding was unprecedented this month.
- Wilstrop – Speeding Cllr Savage as yet got no further Cllr Smith stated that re-designating the speed limit to 40mph would help.
- Cattal railway footpath from Tockwith to Cattal station Cllr Savage had said he had looked at this but again the problem with schemes such as this is cost.
- Allerton Park Incinerator – hearing Tuesday 30th October in the morning the recommendation is for approval it is thought a great number of local resident's will be attending to show their disapproval of the scheme.

## **11. Cowthorpe footpath and highway issues**

A discussion was held about the need for a path in light of the recent accidents and the fact that more residents would be having to use that part of the highway to get to Bert's Garden.

RESOLVED that Cllr Savage would raise the need for one to highways but was unsure of a positive outcome with current budget cuts.

## **12. Clerks Update**

### **1. Commuted Sums**

- 1.1 Marston Road Play Area bin – Need to meet with Cllr Corbett to decide whether we have available funds to apply for a bin at Marston Road Play area.
- 1.2 Bert's Garden signs - Had a letter from Harrogate Borough Council to say sign will be

paid for.

1.3 Village Hall – external door waiting on the builder to start work.

2. Tockwith Airfield – response from Harrogate Borough Council

2.1 Response was not adequate from Harrogate Borough Council.

RESOLVED that clerk would contact Harrogate Borough Council and request a meeting similar to that in July to find out how the enforcement notices are to be enforced.

RESOLVED that clerk would contact Alison Tierney at HBC Environmental Health to see what action is occurring with regard to noise abatement.

RESOLVED that clerk would contact Rita Reid at the Environment Agency to see how they are progressing with the removal of tyres from the site.

3. Road Signs and Flooding at New Row

3.1 As promised a request was raised for a flood sign for New Row.

3.2 The letter to extend the lay-by for parking has not yet been written to Highways but is on the list to do this month.

4. Speed Monitoring Cowthorpe and Tockwith

4.1 Report has returned for Tockwith with a mean speed of 27.1mph.

RESOLVED that the clerk would enquire to Area 6 as to the max and min values that constituted this mean speed.

4.2 Speed monitoring has been accepted for Cowthorpe and will be deployed in the next 6-8 weeks with the report due by the end of December. Clerk had also sent the details of the RTA to Area 6 for their information.

5. Village Hall

5.1 CCTV a new camera and realignment and service of the existing system has been organised for Wed 29th October at 9am at an agreed cost of £225 plus VAT.

5.2 Central Heating Energy Advisor was contacted and could not make a recommendation as was out of his remit. Building control could only confirm that the company had to be registered with Gas – Safe.

RESOLVED that the clerk should contact YLCA and see if any other Parish Councils with Victorian village halls could recommend a system that they are happy with.

5.3 Valuation for Insurance purposes was completed hall valued at £545,000 it is currently insured for £600,000 as prior to the building work it was insured at £530,000.

RESOLVED that the insurance should remain at a figure of £600,000 in light of the valuation.

6. Bert's Garden Progress

No Smoking sign to be purchased and put up and a brown bin needs ordering for the space as

previously resolved.

#### 7. Acorn House

- Fire Brigade visited site and a number of dangerous chemicals removed.
- HBC have informed the council that they are now not pursuing Mr Newis as he has made an effort to tidy the property and board up a number of windows.
- HBC confirmed that the new houses on site are not registered with them and are not currently rateable. Clerk to follow this up by writing to building control regarding the safety of some of the old structures on site and whether a completion order can be placed on the new properties. This is an ongoing action from previous minutes.

#### 8. Internal Audit of Questionnaire by Cllr Billenness

Cllr Billenness and our internal auditor to find a convenient time to meet.

#### 9 Allotments

- 9.1 Number of complaints from tenants about an unkept plot at church row allotments. Clerk has taken number of photographs of the site as it currently stands.

RESOLVED that clerk will write to the tenant and give an opportunity for them to tidy it up.

- 9.2 Waiting lists, currently updating the lists as a number of enquiries have been made by people wanting to know how near the top of the list they are. Cllrs asked the clerk whether people from outside the Parish are allowed to apply for an allotment.

RESOLVED that the clerk would investigate eligibility criteria and that it would be deferred to the next meeting.

#### 10. Correspondence.

- 10.1 Parish Consultation questions were decided by Cllrs for the consultation meeting.

- 10.2 Yorventure Grant offer letter village hall need 10% payment of £348

RESOLVED that the payment for £348 be made as third party fund holder and that this will be reimbursed by village hall.

- 10.3 NHS provision for mental health services for older people changes are to be made to the current service.

RESOLVED that the clerk should write to the NHS and invite them to come to the February 2013 meeting to discuss the changes to the current services.

#### **13. Planning – to discuss and decide on /ratify.**

**The Lodge 61 Westfield Road Tockwith York, YO26 7PY – Variation of condition to allow alterations to window and door design including installation of double glazing. Cllr Corbett reported neighbour notification completed with no objections.**

RESOLVED that the response to Harrogate Borough Council is of No objection.

**Eastfield Grange Marston Road Tockwith York YO26 7PR – Approval of reserved matters.** Cllr Gill declared an interest and left the room. Cllr Wardman had done neighbour notification wherever possible and reported to the council that there had been no objections and

as such proposed that the council should support the application as it had done the original application.

RESOLVED that the clerk should return a response to HBC from the Parish Council supporting the application. Cllr Gill returned to the meeting.

#### **14. Accounts**

##### **Bank balances (as 28 Sept 2012)**

Lloyds TSB Current account				<u>2,501.00</u>
Lloyds TSB deposit account			41,080.34	
less o/s cheques				
	828	3.81		
Mrs Algar Salary &Exp	913	368.91		
YLCA Training Course	914	35.00		
YLCA Training Course	915	70.00		
WARDEN	916	10.00		
Feather Smailes Scales	917	240.00		
YLCA Training Course	918	175.00		
The Info Commissioner	919	35.00		
Rospa Play Safety ltd	920	90	1027.72	
				<u>40,052.62</u>
				<b>42,553.62</b>

##### **receipts**

none

Loan (ring fenced for specific purposes)				20,469.00
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Working Balance				<b>22,084.62</b>
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##### **Accounts to ratify/pay**

Mrs H Algar (Salary & Expenses)				398.67
	(353.16)			

+45.51)

VHMC reimbursement of match funding	1003.57
PWLB	3,791.93
Tockwith Church Room Hire	~200
Tap Security	270

RESOLVED that the Council ratified all accounts for the period.

### **15. Parish Council Budget 2013/14**

Clerk produced budget which is based on sensible estimates for next years income based on previous years expenditure. Summary of which is shown below.

#### **Parish Precept calculation 2013/2014**

#### **Estimated Parish Expenditure 1.4.2013 to 31.3.2014**

(ROUNDED TO NEAREST POUND)

<b>Running expenses</b>	<b>£</b>
Grants, salaries, expenses	8,988.00
PWLB Loan repayment	7,584.00
Establishment charges	11,820.00
Audit fee/Insurance/Subscriptions	3,132.00
Provision to increase Parish funds	500.00
<b>GROSS EXPENDITURE</b>	<b>32,024.00</b>
Less: Parish Income (interest)	20.00
<b>NET EXPENDITURE</b>	<b>32,004.00</b>
Less: Use of Parish funds (rounding adjustment)	7,004.00
<b>Amount demanded (PRECEPT)</b>	<b><u>25,000.00</u></b>
For payment by HBC	

This sum will be paid in two equal instalments on 30th April and 30th September

[Based on the current electorate, (1300), this works out at £19.23 pa = 37p per week]  
(though this will vary according to the rating band of individual properties)

RESOLVED that while the individual budget estimates that make the totals above may alter slightly there is enough manoeuvrability in the budget to ensure that a precept of £25000.00 is the correct amount to set for 2013/14 budget meaning no increase for the 2013/14 period.

NB: Full details of the individual budget amounts that make the summary totals above are held in Parish Council files and can be viewed if required.

## **16. Risk Assessments**

The clerk presented a risk assessment for Bert's Garden which was in the same format used by Harrogate Borough Council.

RESOLVED that the risk assessment was adequate for the space and that the clerk could go ahead and produce a risk assessment for Marston Road Play area.

RESOLVED that any mitigations coming out of the risk assessments should be deferred to the next meeting.

## **17.Date of Next Meeting**

RESOLVED that the next Parish Council meeting will be held on Wednesday 21st November 2012.

## **18.Exempt Matters**

None

The chairman declared the meeting closed.