

## **TOCKWITH WITH WILSTROP PARISH COUNCIL**

### **Minutes of a Council meeting held on Wednesday 19th September 2012 in Tockwith Church**

**Chairman:** Vice Chairman Cllr Mr N Waller

**Present:** Councillors Mrs S Corbett, Mrs L Gill, Mrs J Thompson, Mrs J Wardman, Mrs A Wilson, Mr C Billenness.

**In attendance:** Mrs H Algar (Clerk to the Council), and Five members of the public.

#### **1. Election of Chairman**

Cllr Billenness proposed Cllr Waller this was seconded by Cllr Wardman and agreed by all. Cllr Waller voted new Chairman of Tockwith with Wilstrop Parish Council.

The Chairman expressed thanks to the previous Chairman Clive Saunders. He thanked him for all his hard work as Chairman of the Parish Council. He also thanked him for his other community work including work with the local resident's association and also in his role as school governor. He hopes that Clive will enjoy his life over in East Yorkshire.

Cllr Waller also thanked ex Cllr Steve Harrison for all of his hard work as a councillor. Steve had tendered his resignation due to him becoming more involved with the Scout movement.

#### **2.Parish Council Vacancies**

VICE CHAIR. Cllr Billenness proposed Cllr Corbett and Cllr Gill seconded and agreed by all. Cllr Corbett new Vice Chairman of Tockwith with Wilstrop Parish Council.

Co-option of two vacant Parish Council seats could not continue as no candidates had applied. It was agreed to put this on the Agenda for next month and all councillors would endeavour to make all aware of the vacancies in addition to the notices on the Parish noticeboards and the advert in the Parish magazine and on the website.

**3.Apologies for absence** Cllr Mrs B Smith – Illness. Council agreed to accept reason for absence.

**4.Declarations of Interests** Cllr Mrs A Wilson declared a personal interest with respect to item 17 Tockwith Airfield. This was recorded in the interest book.

**5.Minutes** All were agreed as a correct record and signed by the Chairman.

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

Item 9.0 Flooding at New Row Cllr Gill had spoken to local resident's about their requests for sandbags which was made by resident's when the rain was forecast. They did not arrive until it had flooded. Cllr Gill had offered to have a pallet of sandbags on the farm so that local resident's could come and get them when required. The Council have been out to look at the drainage causing the problem but it is unclear as to whether this has been resolved with the landowner. Cllr Gill wanted to enquire whether it would be possible for highways to provide sandbags in advance for storage for local residents and for a flood sign to slow traffic into the village when it is flooded as the wash from the cars caused a great deal of damage. Clerk to enquire to highways.

Item 9.0 – Refuse collection Cllr Billenness noted that in Cowthorpe it has been noted that the Garden Waste truck leaks a foul smelling liquid onto the roads which then gets washed into the

drains and directly into the River Nidd. He asked if Cllrs in Tockwith and Wilstrop could look out for this over the next month.

Item 12 – The Clerk reported that the trees in the play area were with the exception of one all in the Conservation Area. The Clerk is to continue to work out whether the trees are on common land or whether another land owner has responsibility for them. Either way the Clerk reported that Harrogate Borough Council would need six weeks notice before they can be cut or trimmed.

Item 14 - Clerk asked HBC about brown bin and black box and was told that an individual would have to purchase this and put it out with their own rubbish a reconditioned brown bin is £31 and a new one £62 none are available until the end of August.

Item 11.0 May 16th 2012 Parish Council Meeting A motion that the following motion be rescinded. *Tockwith with Wilstrop PC will continue to pursue all the issues regarding activities on Marston Moor Airfield for the benefit of local residents. The Parish Council will act independently of any other group or organisation and the PC will liaise directly with HBC via the Clerk to the Council.*

The Chairman at the time of the meeting refused to take Cllr Mrs A Wilson's vote as she had not declared an interest in the item. Further to this the Monitoring Officer was consulted and it was confirmed that it was improper for the Chairman to have refused her vote. Declaring an interest is a personal choice of the Councillor. As it is this refusal did not change the outcome of the vote on the motion but it was felt it should be recorded that it had been incorrect of the Chairman to refuse her vote.

## **7.Public Questions**

The chairman suspended standing orders.

1. A member of the public from Cowthorpe thanked the Parish Council and Clerk for their hard work on Bert's Garden. The Signs look good and recognise comments from residents. The members of the public also wanted to invite the Parish Council to the grand opening of the space on Sunday 30th Sept at 2pm. It was also agreed to invite The Venerable Janet Henderson from the diocese and Rev Roy Shaw from Tockwith.
2. A second member of the public from Cowthorpe had a question about whether Ash Trees are protected as when talking about the trees in the conservation area Ash Trees were mentioned. Cllrs responded by letting the member of the public know that Harrogate Borough Council had recently done a survey on the whole area of Cowthorpe and all residents who have a TPO on a tree on their property should have been informed directly.

The chairman resumed standing orders.

## **7. Police matters**

No Police present, monthly crime report was read by the Clerk.

1. 170812 – A burglary at a Unit in Marston Moor Business Park where gardening equipment was stolen. This occurred through the day.
2. Youths have broken into the snooker club. The Police have their details and have spoken to the owner.
3. Poaching is a problem again please ring in and report incidents.
4. Diesel/heating oil theft is still a problem.

## **9. Village Hall**

Report was given by Cllr Mr C Billenness main points of which were:-

- The new internet courses start today.
- The fund raising event on Saturday raised £640 helping secure finances.
- Computer courses have been confirmed to go ahead in September.
- There was a leak in the Village Hall due to heavy rain. Builder will repair.
- The fence has been taken down in the garden as discussed last month and the neighbour is happy.
- A policy now needs to be set up now that a WiFi hotspot is in place at the village hall as many groups will want to use it.
- CCTV update is required from the Clerk.
- It was agreed that after the fund raiser a smell was noted in the new ladies toilet, this is being monitored as to whether it is a problem.
- Boiler replacement update is required from the Clerk.
- A brochure is to be produced to market using the village hall as a meeting space.

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

Cllr Savage was unable to attend as was detained in another meeting but will send a report to the Clerk to send onto Councillors.

## **11. Wilstrop Issues** None

## **12. Clerks Report**

### 1. Commuted Sums

- 1.1 Kendal Gardens – missed out on Commuted sums for bench. Request we put in for the reconditioned bench and bin was not accepted as the sums did not qualify.
- 1.2 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.
- 1.3 Bert's Garden signs. £67.50 has been allocated to the price of the signs from commuted sums. Clerk will now send the invoices in to Harrogate Borough Council.
- 1.4 Village Hall – external door waiting on the builder to start work.
- 1.5 SFTrust – Deryk Wilson working directly with Harrogate Borough Council.

### 2. Speed Monitoring Cowthorpe and Tockwith

- 2.1 Clerk to chase up report with Highways and Fire Authority.
- 2.2 Clerk to chase up monitoring forms with Highways.

### 3. Village Hall

- 3.1 CCTV a new camera and realignment and service of the existing system has been organised for Wed 10th October at 2pm at an agreed cost of £225 plus VAT.
- 3.2 Central Heating had 3 quotes all different systems suggested:  
Duncans- 42CDI combi boiler £2524 with VAT £3028.80  
BGAS - Boiler and separate water heater £4174.99 with VAT £5009.99  
Glovers – Worcester gas boiler and 100ltr stainless steel storage cylinder costs £5069.00 ex VAT but other works to correct size of gas pipes to current standard £1300 ex VAT and electrical works on new system £500 to be added to. Totalling £6869 ex VAT with VAT £8242.80.

Agreed that Clerk should consult the Village Hall's Energy Advisor for Advice via Fiona Steed.

3.3 Valuation – Feather Smailes Scales to value on Thurs 27th September at a cost of £200 plus VAT.

#### 4. Bert's Garden Progress

All signs fitted. Risk Assessment has not been done for the area except for a safety inspection of the equipment on the site by the contractor.  
Clerk to produce risk assessment for evaluation.

#### 5. Internal Audit of Questionnaire

Request by Councillor Billenness for internal audit of questionnaire used to look at residents views on the play equipment at Bert's Garden has been received. The Council agreed that our internal auditor be asked to report his findings.

##### • Allotments and Parking

6.1 Highways, Sue Brookes, two Councillors and resident's met to discuss the problem with a van parking next to the exit from the allotments. Highways have confirmed that it is a bridleway that goes up to the allotments and vehicles can go on it with the agreement of the land owner. There have been no recorded collisions in the last 5 years. NYCC suggest that they park on the verge on the left as you leave Tockwith and wishes to meet van owner when they move back into their properties after the flooding.

6.2 Cllrs have asked the Clerk to ask Highways to factor in in their planning the extension of the existing lay-by. Or to factor in a proper parking bay be created NYCC . Clerk to write to highways. It was also agreed that the Clerk should email highways and agree to another meeting when the van driver moves back to his property.

#### 7. Allotments.

Had a request from an allotment holder at Church Allotments who has noted that the allotment opposite has not been maintained for a while. Clerk to go and visit the allotment and write to the tenant if required.

##### • Risk Assessments

Put onto the Agenda for next month and Clerk to bring information to next meeting particularly for play areas in the parish. Cllr Billenness offered help and advice to the clerk when looking at the risk assessment for the procedures and financial regulations of the Parish Council in the future.

#### 9. Correspondence.

9.1 Clerk to provide a list of titles of correspondence.

9.2 County Area Committee – Election. Clerk read nominations and council can vote for two candidates. Clerk to return on Councils behalf votes for. Peter Horton and Ian Galloway  
Clerk to return on councils behalf.

9.3 New Parish consultation arrangements for 2012 – Meeting for Tockwith with Wilstrop Parish Council to be held on Wed 7th November 2012 and 2 representatives may attend. Questions may be submitted by 24th October. Cllrs to inform Clerk prior to this date.

- 9.3 WARDEN – letter to ask for subscription of £10 plus a parish council representative to attend meetings. Council gave permission to pay the subscription and Angela Wilson to become representative.
- 9.4 Bank Signatory forms – to be signed for removal of Clive Saunders . Next month put on agenda to have a new signatory on the account now that Clive Saunders has been removed.
- 9.5 Email from a member of the public questioning the activities on the airfield and also the building of a dwelling on the pig farm on Rudgate. The councillors agreed to discuss the airfield issues in item 17 of the Agenda. The Clerk to reply to the member of the public with Harrogate Borough Councils website for planning with respect to the development on the pig farm which has approved planning permission for erection of a 4 bedroom dwelling.
- 9.6 Email from YLCA for October Courses – Cllrs agreed to book 5 new councillors on one course at £35 per head and book Chairman and Clerk on another course at cost of £70 and Clerk on a course at cost of £35. Clerk to Book.
- 9.7 Also letters for councillors information were received from the Audit Commission to appoint new external auditors Littlejohn LLP and a letter informing the council of a review of the statement of principles gambling act 2005 from Harrogate Borough Council.

### **13. Police Forum.**

Report from Cllr Mrs L Gill.

- 1. Meeting was a good opportunity to raise issues of particular interest was speeding. Cllr Bill Bolt from Harrogate Borough council stated he was to make available temporary speed signs which download speeding data to a computer and if the speed sign is activated a particular number of times then you can keep the sign. Clerk to investigate obtaining them for both Tockwith and Cowthorpe.
- 2. Diesel thefts were main issue concerning rural communities.
- 3. Date of next meeting 22nd January 2013.

### **14. Cowthorpe Acorn House**

Cllr Mr C Billenness gave a report on the meeting at Acorn house with Pat Costar from Harrogate Borough Council, the Clerk of the Parish Council, District and County Councillor J Savage and a couple of local residents. The main points of which were;

- 1. To the rear of the two new properties is a disused shed with a 240V electric switching system. The shed has a few beer cans and sofa's in it. The building is totally derelict.
- 2. Acorn House itself at the rear of the site is derelict and rat infested. There was an electric cooker connected inside.
- 3. Next to Acorn house are a series of small sheds which form part of the small holding. They are totally derelict and the structure of the buildings appear unsafe. Within here an uncapped 40 gallon drum was found with HCL (Hydrochloric acid) on the label, which was not on site 18 months ago.
- 4. Pat Costar is going to find out who owns the site from the land registry he is also going to serve two section 215 notices on the owners to maintain the gardens on the new properties and to make good Acorn house from the roadside. These notices will have a couple of months in order for the owners to comply.
- 5. Cllr Billenness has reported the 40 gallon drum and will continue to chase up progress of its removal.

6. 6. Pat Costar has also passed his findings on the site onto building control to see if they can do anything with the site.

Standing orders were suspended. A member of the public mentioned that at a recent Cowthorpe forum meeting, a gentleman called Mr Pooleman who was involved with the Tinker trailer business on the site a number of years ago declared an interest in the ownership of the site. His details have been passed to Harrogate Borough Council. Standing orders were resumed.

It was decided by the council that the Clerk should pursue the following avenues to try and resolve the unacceptable issues on the site.

1. Planning.
2. Building Control.
3. Health & Safety Executive.
4. Investigate the rateable value on the two new properties.

Residents were reminded to keep away from the site and in particular to be aware of fires on the site with bonfire night coming up.

### **15. Bert's Garden**

A reconditioned brown bin to be purchased from Harrogate Borough Council under a section 137 payment. Also Clerk to investigate how volunteer grass cutters can be paid expenses. Clerk and council must also factor in the costs involved to add to the Parish Council budget which is on the agenda for next month.

### **16. Parish Council Play Areas**

Cllr Billenness moved the motion "*In accordance with the recommendations of the Royal College of Paediatrics and Child Health and of Government Minister Lord Attlee, this Council resolves to make it a condition of entry to all children's play areas which are its property that smoking shall not take place within them*". The motion was seconded and a named vote was taken and the results were as follows.

**Voted in Favour:** Cllr C Billenness, Cllr S Corbett, Cllr A Wilson, Cllr J Thompson, Cllr L Gill

**Voted Against:** Cllr N Waller, Cllr J Wardman.

Clerk to investigate no smoking signs for Parish play areas namely Bert's Garden and Marston Road Play area. Clerk to contact Sportsfield Trust to inform them that this is the policy the Parish Council will employ in their play areas. The Clerk to also invite Harrogate Borough Council to join our policy with respect to the council play area in the village.

### **17. Tockwith Airfield**

Cllr N Waller gave report on meeting with Barry Gill which took place in July 2012. In summary the Parish council felt that Harrogate Borough council couldn't answer questions posed on a number of issues.

1. There were no photographs taken of the site prior to the enforcements coming into place as a benchmark.
2. There appeared to be no contingency should Mr Moore not comply with the enforcement issues.

It was agreed that the Clerk should write to Harrogate Borough Council and question the enforcement and how it will be policed also to get accompanying notes for the monitoring forms for more effective reporting of breeches and also to question the use of the agricultural building

currently being used for vehicle repairs. This letter should also be copied to Bilton and Bickerton Parish Council.

Standing orders were suspended

A member of the public expressed that they were really pleased that the Parish Council were getting involved especially with respect to keeping Bilton and Bickerton Parish Council informed as they have done a great deal of work applying pressure on Harrogate Borough Council to police the enforcement and a joint approach from both councils could really help move matters on.

Standing orders were resumed.

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

**Planning Enforcement case No's 12/00358/PR15 & 12/00359/PR15–** Marston Moor Airfield.

**Allerton Park Incinerator NY/2011/0328/ENV –** Parish Council ratified the letter sent in response to the application.

**Longfield House Marston Road Tockwith –** Erection of single storey extension. Notice of Decision – Refuse Planning permission.

**23 B Fairfax Crescent Tockwith –** Erection of conservatory. Notice of Decision Grant permission subject to conditions.

**25 Kendal Gardens Tockwith –** Erection of detached garage with home office and conversion of garage to form additional living accommodation to include bay window. Notice of Decision - Grant permission subject to conditions.

### **19. Accounts**

#### **Bank balances (as 22 Aug 2012)**

Lloyd's TSB Current account		<u>2,500.00</u>
Lloyd's TSB deposit account		30,030.07
less o/s cheques		
	828	3.81
New Wood Gardening	902	140.00
YLCA	906	35.00
aq Web hosting	908	12.00
Arien signs	909	182.40
Mrs H Algar (Salary & Expenses)	910	443.86

New Wood Gardening	911	592.00	
Colton Signs	912	64.80	1473.87
			<u>28,556.20</u>
			<b>31,056.20</b>

**receipts**

Allotment Rent (2 yrs)		20	
			20.00
			31,076.20
Loan (ring fenced for specific purposes)			20,469.00
Working Balance			<b>10,607.20</b>

**Accounts to ratify/pay**

Mrs H Algar (Salary & Expenses)			368.91
VHMC reimbursement of match funding			1003.57
Rospa			up to £200
Information commissioner			up to £50
Tockwith Church Room Hire			~200

Council ratified all accounts for the period.

**20. Olympics.**

Cllr Wardman moved the motion that the *Parish Council should send a letter of appreciation to Stage One as a local company and as an employer of many villagers, for it's efforts at the Olympic and Paralympic games.* All agreed that the Clerk should send a letter on the Councils behalf.

**21. Summer Break Period.**

The following quorate decisions were formally recorded and ratified;

- Agree payment New wood Gardening £35 grass cut Bert's garden 26/07/12.
- Approve wording on H&S signs Bert's Garden 04/09/12.
- Agree to remove fence at back of village hall 07/08/12.
- Agree to valuation of village hall by Feather Smailes Scales at £200 plus VAT 14/08/12.
- Agree to be match funder for the Village Hall for internal doors project 07/08/12.
- Agree to order Bert's Garden gate plaque 08/08/12.
- Agree to new Code of Conduct 10/08/12.
- Book Clerk on course YLCA cost £35 08/08/12.
- Agree Allerton Park response to planning application 16/08/12.
- CCTV camera installation at cost £225 plus VAT 23/08/12.
- Payment to New Wood Gardening £592 for grounds maintenance March-Sept 2012 11/09/12.
- Agree to joint sign Parish Council response from group of Parish Councils against Allerton Park incinerator application. 08/09/12.

**22. Date of next Meeting: Wednesday 24th October 2012 in Tockwith Church at 7.30pm.**

### **19. Exempt Matters**

One exempt matter was discussed in the absence of the public.

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