

DRAFT - SUBJECT TO APPROVAL

TOCKWITH WITH WILSTROP PARISH COUNCIL

Minutes of a Council meeting held on Wednesday 19th June in Tockwith Church

Present: Councillors; Mr N Waller (Chair), Mrs A Wilson, Mrs L Gill, Mr C Billenness, Mrs S Corbett(Vice-chair), Cllr J Thompson,

In attendance: Mrs H Algar (Clerk to the Council), Mrs A Unsworth (VHMC Chair) and 4 members of the public.

Apologies: Mrs S Pearce; Mrs J Wardman (late); Cllr J Savage (District & County Cllr)

13/109.Apologies for absence

Cllr Waller opened the meeting

RESOLVED that all apologies were accepted for Councillors absent.

13/110. Parish Council Vacancies – to consider applications for co-option.

13/110.1 To consider the recent application for the vacant post of Parish Councillor. Mr Keith Pope had applied to fill the vacant seat and after an invitation from the chairman gave a brief resume to councillors of the reasons he wished to apply for the post;

RESOLVED It was proposed and seconded and was agreed unanimously that Mr Pope be co-opted as Parish Councillor to fill the vacant seat.

RESOLVED that Mr Pope complete the relevant paperwork with the clerk as soon as possible.

13/111 Declarations of Interests Cllrs agreed that they would declare an interest if any items on the agenda concern them.

13/112 Minutes Minutes of the March meeting were discussed.

RESOLVED that the minutes of the 15th May AGM 2013 meeting be signed and dated as a true record.

RESOLVED that the minutes of the 15th May Ordinary Parish Council 2013 meeting be signed and dated as a true record.

13/113. To receive information on Ongoing issues and decide further action where necessary.

13/113.1 Highways issues- to receive an update from Highways Area 6 regarding several outstanding works within the parish. The clerk informed the council that a meeting was to be held on 4th July 2013 with the Highways Agency to discuss all

outstanding Highways issues in our parish.

RESOLVED that the clerk report back from that meeting with a status for the next ordinary meeting of the Parish Council.

RESOLVED that the clerk also add questions as to what Highways actually do when they do a survey? Also to highlight the issues on Warfield lane with respect to the impact it is having on local rural businesses.

Cllr Wardman joined the meeting.

13/113.2 To receive information regarding Tockwith Airfield and the recent landing of a light aircraft and also the progress of a meeting with Harrogate Borough Council. A date is still to be set for a meeting with Harrogate Borough council we are awaiting a response from them as to when this will occur.

Clerk also informed council that she had found out that local residents had also been sending information to the planning department. They were not using the maps provided by HBC to identify where the activity is taking place. The information is being sent in an email format as the maps are too fiddly to fill in .

13/113.3 To discuss the enforcement notices served regarding storage of earthmoving equipment on the site and any action required by the Parish Council as a result. Council had no comment on these notices they wanted to wait for what comes out of a meeting with Harrogate Borough Council.

13/113.4 To discuss and resolve the issues raised by YLCA with relation to volunteers grass cutting at Public open spaces in the Parish. The recent email advice from YLCA with regard to the using of volunteers in public open spaces to do jobs on the council's behalf was discussed.

RESOLVED that the clerk try and put together some kind of agreement with those volunteers of responsibilities and also reasonable costs for expenses which can then be agreed by the council before making agreement with the volunteers.

RESOLVED that the clerk create a risk assessment / forms for volunteer actions such as cutting the grass, visual inspections of play equipment etc... for agreement by the council.

RESOLVED that the clerk check with the insurer as to the need for volunteers to attend ROSPA training for volunteers course in order to visually inspect equipment.

13/113.5 To ratify the recent installation of a new central heating system in the Village Hall after a breakdown with the previous system. After a breakdown in the central heating the clerk used her powers in addition to the recent approved quote for a new central heating boiler to increase the cost up to £700 to allow for the additional requirements councillors had asked for at the last meeting to install a new boiler in the village hall. The final heating quote was received between meetings. In the event of a breakdown of the existing system the clerk had used the power to spend in an emergency or breakdown up to £700 without approval from council as specified in the

standing orders. The Clerk had contacted all councillors prior to the spending of the £700 to get their approval verbally prior to this meeting and also prior to the spend.

RESOLVED that the council unanimously ratify the action of the clerk in installing the new increased capacity boiler in the village hall.

The Clerk also had to purchase 2 heaters to cover the breakdown period until the new system was installed as the hall was fully hired out during this period for a drama production. The Clerk informed the council that these heaters can be used to blow cool air as well as hot to increase their future usage.

RESOLVED that the Council unanimously ratify the action of the clerk in purchasing emergency heaters as a result of the breakdown of the village hall boiler.

13/114 Public Questions, Comments or Representations NONE

13/115 Police Matters

PC Brookes had sent apologies and sent the following report;

Marston Moor Ward

03/05/13 – Criminal Damage to a vehicle – Tockwith

07/05/13 – Theft of diesel – Marston Business Park

08/05/13 – Theft of phone – Wighill

14/05/13 – Theft of diesel – Marston Business Park

16/05/13 – Theft of headlights – Tockwith

15/05/13 – Church window smashed – Bilton-In-Ainsty

20/05/13 – Damage to crops – Cowthorpe

28/05/13 – Theft of water bowser – Cowthorpe

28/05/13 – Theft of diesel – Marston Business Park 3

0/05/13 – possession of cannabis – 1 arrested –

Tockwith Cllrs did however also raise the issue of speeding again in both Cowthorpe and Tockwith. Standing orders were suspended and a member of the public who had looked at the recent speeding data in Cowthorpe felt that the data she had looked at was fundamentally incorrect.

RESOLVED that the Cllr Billenness raise the issue of speed and flawed data in recent speed monitoring exercise with Sue Brookes and David Brown particularly with respect to Cowthorpe (Southern end of Oak Road). It was felt that the lack of footpaths and the speed of the vehicles are an accident waiting to happen.

Cllr Billenness should also mention the fact that there is still speeding on Fleet Lane in Tockwith and also parents parking outside Tockwith school is still a problem. Standing orders were resumed.

13/116 Village Hall

Standing orders were suspended and Mrs Unsworth (Chair of Village Hall Management Committee) gave a report the main points of which were;

- The New boiler is in and running.
- Heaters which were recently bought as an emergency measure between the breakdown and the installation of a new system will be looked after by the village hall.
- Community resilience plan was discussed at last committee meeting and the village hall are keen to get involved.
- Garden is going ahead just getting 3 quotes in place prior to commencement noted that Cost-cutter have been brilliant in raising £450 toward the cost of the project and that figure is set to rise as they are keeping the scheme open until the final bill is paid for the work.
- Reviewed the 5 year plan and next on the list is to have the hall redecorated, this can be done with funds already put aside.
- As part of the organisation health plan checks the committee structure has now been changed each member now has allocated tasks for the year ahead.
- The changes also mean that the main committee meet every month but twice a year user groups are invited to give feedback. Users are however encouraged to feedback whenever they like in addition to this.
- Car Park having problems with recycling bins being too full and refuse mounting outside of the building and also in the village hall bins.
- Potholes are now very bad in the car park.

RESOLVED that the clerk find out the frequency of emptying of these bins with Harrogate Borough Council to reduce refuse being strewn in the car park.

RESOLVED that the clerk contact Kev Wilkes to try and get a quote for the filling in of the potholes in the car park.

The Chairman thanked Mrs Unsworth for her report and resumed standing orders.

13/117 Report by County and District Councillor. Cllr Savage had sent his apologies for the meeting. Clerk read a brief report on his behalf.

13/118 Matters Requested by Councillors

13/118.1 To receive a report from Cllr Gill following her attendance at the Safer Neighbourhood Group meeting. Cllr Gill had not attended the meeting as it was later this week but wanted any questions from councillors to put to the meeting.

RESOLVED that Cllr Gill report that we have a problem with speeding and driver behaviour in the village and see if any suggestions can be made as to how we can improve the situation.

RESOLVED that Cllr Gill report that drug taking on the airfield by youths on an evening be raised as they are then potentially driving after use.

13/118.2 To decide if the Parish council should write a letter of support on behalf of The Sportsfield Trust for their grant application to improve the sports hall to Yorventure.

RESOLVED that the clerk write a letter of support for the scheme to Yorventure .

13/118.3 To discuss what provision is in place for the cutting of the Scout's section of the community field for hay. Ex Cllr Pick cuts the grass on the scout field and he is also going to erect fencing on the field at the same time in his capacity as a farming contractor.

13/118.4 To decide responses to the Minerals and Waste Joint Plan consultation.(City of York Council and North Yorkshire County Council) The council discussed the plan and formulated detailed responses to each question on the consultation.

Question 1 The proximity of the minerals to where they are processed. There should be no importation of minerals into the county. The service should provide value for money. The Plan should consider how they collaborate with other organisations and counties.

Question 2 The proximity of the water to where they are processed. There should be no importation of waste into the county. The service should provide value for money. The plan should consider how they collaborate with other organisations and counties.

Question 3 The joint plan should prioritise recycling of waste and minerals wherever possible. It should be adequate for the needs of the population of North Yorkshire only. Should not enter into contracts that exceed the time for which reasonable forecasts can be made.

Question 4 The joint plan should address Environmental sustainability. The impact on the local environment. The impact on the surrounding economy. The Impact on population. The Impact on tourism and rural industry.

Question 5 This Parish Council has always believed that Incineration of waste and minerals is not the most viable or preferred option.

RESOLVED that the clerk return these responses to these questions to Cllr Billenness who will complete the form after looking at NYWAG's comments on the questionnaire.

13/119 Clerks Update

13/119.1 Acorn House progress Cowthorpe HBC are currently happy with the approach and progress.

Chair suspended standing orders for a member of the public to speak who had heard that HBC were going to write to the owners to let them know if they do not receive a planning application soon then they will get a demolition order.

She had also heard that HBC were waiting on the completion of the new houses and were writing to request this.

RESOLVED that the clerk clarify this difference in opinions with Pat Costar at HBC.

13/119.2 Dog Fouling. Contacted the dog warden and still awaiting a response.

RESOLVED that the clerk continue to chase a reply from the dog warden.

13/119.3 Footpath Southfield Lane to PRD signs No update this month but no signs have been installed.

13/119.4 Central Heating Village Hall Discussed earlier in meeting item 13/113.5

13/119.5 Clerks email and problems with Windows mail. Clerk had sent Cllr Billenness her PC details, his opinion was that the machine was totally impractical for the jobs to be carried out on it. It didn't have enough memory.

RESOLVED that all agree that Cllr Billenness come back with a quote for a new machine.

13/119.6 Commuted Sums bench Ralph Garth Bench is now installed just waiting on the bills to send off to HBC for reimbursement

13/119.7 Organisation of Public Meeting for Community Resilience Plan
RESOLVED that the date be set for Monday 15th July 2013 7.30pm at Tockwith Church to be advertised via the website and also on the notice boards and parish magazine.

13/119.8 Relevant received correspondence for Councillors in addition to emails.

RESOLVED to send Clerk and soon to be Cllr Pope on course in September held by Zurich insurance regarding public open areas and insurance and health and safety.

RESOLVED that council will respond to DPD on our own behalf and not join forces with Burton Leonard who are in a very different situation to us.

RESOLVED that village hall assessment be filled in by Clerk and VHMC.

RESOLVED that Annual inspection of play areas stay with current provider.

13/120 Planning

13/120.1 208 Prince Rupert Drive Tockwith York, North Yorkshire YO26 7PU – Erection of a single storey extension. Cllr Corbett had completed a neighbour notification on this property and reported that there were no objections from any neighbours. Cllrs looked at the plans and agreed that the development was very small and would have minimal impact.

RESOLVED that there are No Objections to the planning application and that the clerk return this response to Harrogate Borough Council.

13/121 Planning

13/121.1 Roselea Cottage 5 Marston Road Tockwith York, North Yorkshire YO26 7PR – Planning Enforcement No Further Action for removal of dangerous chimney stack.

13/121.2 **The Old Malt Kiln, Westfield Road, Tockwith York, North Yorkshire YO51 9LJ** – confirm compliance with condition – compliance not confirmed as project not completed and it is an on-going matter.

13/122. Accounts

13/122.1 To approve payment of Clerks salary and expenses.
RESOLVED that the Clerks Salary and expenses are approved

13/122.2 To approve payment of Farm and Land Services (Grass cutting)£252.00
RESOLVED that the payment be approved.

13/122.3 To approve payment of £225.60 Park Lane Services Basket Swing)
RESOLVED that the payment is approved

13/122.4 To approve payment of £480 RM Contracts (Bench installation) RESOLVED that the payment is approved

13/122.5 To approve payment of £3757.20 Duncan's Plumbing & Heating (Installation)
RESOLVED that the payment is approved

13/122.6 To approve payment of £115 for Planning Training for Cllr Pearce.
RESOLVED that the payment is approved

13/122.7 To approve payment of £30 plus VAT for Zurich local council advisory service seminars
RESOLVED that the payment is approved.

13/122.8 To ratify payment of £115 for Chairman Training for Cllr Corbett.
RESOLVED that the payment is approved.

13/122.9 To ratify payments for £36 for Duncan's Plumbing and Heating (call out)
RESOLVED that the payment is approved.

13/122.10 To ratify payments for £806.40 for Streetmaster wooden bench.
RESOLVED that the payment is approved.

Bank balances (as 16 May 2013)

Lloyds TSB Current account			£2,501.00
Lloyds TSB deposit account		£41,819.43	
less o/s cheques			
828 828 cheque	£3.81		
949 Mr Ian Scott Auditor	£196.80		
950 Tockwith church room hire	£200.00		
951 Tockwith church room hire	£200.00		
952 Rural Action Yorkshire membership	£35.00		
953 Mrs H Algar Salary and expenses	£380.06		
954 SLCC WWYC Course	£30.00		
955 Tockwith church rent	£20.00		
956 Village Hall Insurance policy renewal	£1,103.62		
957 Duncans boiler breakdown	£36.00		
958 Nidd Valley methodist circuit	£450.00		
959 Cowthorpe churchyard grant	£150.00		
960 Tockwith churchyard grant	£750.00		
961 Sportsfield trust grant	£500.00		
962 Tockwith show grant	£250.00		
963 Streetmaster wooden bench	£806.40	£5,111.69	£44,320.43
			£39,208.74
receipts			
Allotment rent	£20.00		
Village Hall Insurance policy renewal	£1,103.62		
		£1,123.62	£40,332.36
Loan (ring fenced for specific purposes)			£20,469.00
Working Balance			£19,863.36
Accounts to ratify/pay			
Mrs H Algar (Salary & Expenses)	(370.28 + expenses)		
Farm and Land services			£252.00
Park Lane Services basket swing			£225.60
RM Contracts			£480.00
Duncans			£3,757.20
Training cllr Pearce			£115.00
Zurich training			£30.00
Chairman training YLCA			£115.00
Duncans			£36.00
Streetmaster bench			£806.40
Tockwith players			£500.00
Marton cum grafton PC			£1,000.00

13/122.11 To receive and approve a bank reconciliation.

RESOLVED that the bank reconciliation be accepted.

13/122.12 To consider all applications for Section 137 payments and approve payments.

- Tockwith Players £500 for funding towards a shed.

Councillor Corbett left the room and much discussion was had by council as to the cost of the shed that they require. Cllrs felt that £10,000 was a large amount of money for a shed and felt this target may take the organisation a long time to save for. It was suggested that the council wait to give a grant until the organisation are closer to their target figure.

RESOLVED that the clerk contact Tockwith Players to inform them to apply for a grant again when they are closer to their target figure. RESOLVED that councillors agree to carry over unspent section 137 funding to the next financial year as long as this figure comes in under the maximum spend on 137 funding allocated per year.

- To give approval to issue pledge cheque to Marton-cum-Grafton PC £1,000
- RESOLVED that the councillors agree to issue the cheque.

13/123 Information Exchange by Councillors

- Cllr Billenness informed all that there had been fly tipping of waste into other peoples bins in the village and to remind people that if caught this is a £1,000 fine.
- Cllrs had not heard of any more toxic dog reports.

13/124 Date of Next Meeting

RESOLVED that the next Parish Council meeting will be held on Wednesday 17th July 2013.

13/125 Exempt Matters

13/125.1 To discuss advice received from YLCA regarding procedural matter. 13/125.2 To discuss the Clerks hours of work.

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