

TOCKWITH WITH WILSTROP PARISH COUNCIL

Minutes of a Council meeting held on Wednesday 15th May in Tockwith Church

Present: Councillors; Mr N Waller (Chair), Mrs J Wardman, Mrs A Wilson, Mrs L Gill, Mrs S Pearce, Mrs S Corbett(Vice-chair), Cllr J Thompson, Cllr B Smith.

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

Apologies: Cllr J Savage (District & County Cllr) Mr C Billenness (late).

13/92.Apologies for absence Cllr Waller opened the meeting

RESOLVED that all apologies were accepted for Councillors absent.

13/93 Parish Council Vacancies

13/93.1 To announce interest in the position vacant. The clerk informed the council that two members of the public had expressed an interest in the position with one deciding not to officially apply and the other about to make a written application. RESOLVED that the clerk invite the interested party to the next Parish Council meeting where they could speak for a few minutes.

13/94 Declarations of Interests Cllrs agreed that they would declare an interest if any items on the agenda concern them.

13/95 Minutes Minutes of the March meeting were discussed.

RESOLVED that the minutes of the April 17th 2013 meeting be signed and dated as a true record.

13/96. To receive information on Ongoing issues and decide further action where necessary.

13/96.1 Highways issues- to receive a report from Highways Area 6 regarding issues in our area sent to Cllr Savage. Council had looked at the report from Malcolm Smurthwaite and felt that it did not address all of the issues that they wanted. There was no mention of potholes or what was the current status with regard to New Row cottages.

RESOLVED that the clerk contact Highways Area 6 for an up to date list of works and their current status.

13/96.2 To receive information regarding Tockwith Airfield and progress of a meeting with Harrogate Borough Council. Clerk informed the council that the planning department are seeking advice from a barrister on a number of issues remaining on the airfield and that they want to meet with the Parish Councils after this consultation.

Council discussed that when this meeting does occur it would be more fruitful if the noise abatement issues could be discussed with the correct representatives from the council in addition to the planning representatives.

RESOLVED that the clerk contact Harrogate Borough Council and ask that their Environmental Health team also be invited to attend the meeting between resident's, Bilton and Bickerton PC, Tockwith PC and HBC's planning department to discuss matters with Tockwith airfield.

The clerk also mentioned that she had not had any copies of monitoring forms from local resident's highlighting problems on the airfield.

RESOLVED that the clerk contact local resident's monitoring to see if they have any copies of reports regarding airfield activity from a planning perspective to feed into the meeting with Harrogate Borough Council.

13/97 Public Questions, Comments or Representations

A member of the public asked whether it would be possible to get commuted sums funding from Harrogate Borough Council for planting and improving biodiversity in the long term at Bert's Garden.

The clerk thought that it would be possible but needed an updated report from Harrogate Borough Council with respect to available funding at the site.

A member of the public also commented that there is now a cane in the hedge at Bert's garden which shows the height at which the hedge can be trimmed this is so that future contractors at the site when cutting the hedge know what the height agreed with the neighbours should be.

Another member of the public asked if they could have a copy of the raw speed monitoring data for Cowthorpe.

RESOLVED that the Clerk would send a copy of the data to the Cowthorpe Forum.

A volunteer to the council also enquired as to whether it would be possible to sort out a small grant for the cutting of the grass at Bert's garden. Council replied that expenses could be paid ideally by the production of receipts that could then be paid out against. The volunteer thought this could be difficult as it did not take into account wear and tear on the mower and also it would be difficult to identify what would be church petrol and what would be Parish Council as he will use the same mower to cut both.

RESOLVED that the clerk will contact YLCA for advice on this matter and get back at the next meeting.

Another member of the public asked whether he would be able to speak on a planning matter. Cllr Waller confirmed that they could have an opportunity to speak during the planning section of the meeting. Standing orders were resumed.

13/98 Police Matters

PC Brookes had sent apologies and sent the following report;

030513 – Criminal Damage to a car – scratches down the sides.

070513 – theft of fuel – Marston Moor Business Park. DHC – Marston Moor Ward

020413 – 12130051931 Marston Moor Business Park – Burg Oth – cash and computer module stolen

020413 – 12130051971 – Long Marston – Theft of child's goal posts

020413 – 12130052023 – Marston Moor business Park – Theft of diesel and battery

040413 – 12130053652 – Long Marston – theft of trampoline

120413 – 12130057644 – Bickerton theft x 3 cat converters

240413 – 12130064741 – Tockwith – Theft tools

13/99 Village Hall

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

- This month was the AGM and the committee were very disappointed that only five people attended.
- Committee to stay same for this year except no representative from the Parish Council which they hope will be filled soon.
- User groups involvement is vital as they give excellent feedback.
- Village Hall Management committee meet every second Wednesday evening and they are hoping to get user groups to bring people along to these meetings.
- In the coming year want to start the garden project.
- Central Heating would like to have the new system installed if possible during the summer when it will have minimal disruption to users.
- Contacted the builder of the toilet extension to come and finish all the small snagging jobs left now he has finished all the doors.
- Pleased to announce that the hall is to be hired for a wedding reception which the village hall committee are very proud of.
- Going to produce a glossy brochure for potential hirers of the hall.
- Thanks to the Parish Council for their continual support regarding the village Hall.

The chairman thanked Mrs Unsworth for her report and resumed standing orders. Cllr Billinness joined the meeting.

13/100 Report by County and District Councillor.

Cllr Savage had sent his apologies for the meeting and an annual report had been read at the Annual Meeting of the Parish Council.

13/101 Matters Requested by Councillors

13/101.1 To discuss whether to join the Parish Council Community Group bulb

scheme Councillors agreed that it would be good to join the scheme and the chairman agreed to pick up the bulbs in October. Cllrs also wondered whether it would be possible to get another bag for Cowthorpe. It was thought however that it was allocated on a Parish basis.

RESOLVED that the clerk contact the Parish Council Community Group Bulb Scheme and apply for daffodils for the Parish which the chairman will arrange to pick up in October, clerk to remind the chairman nearer the pick up time.

13/102 Clerks Update

13/102.1 Acorn House progress Cowthorpe Contacted Pat Costar at Harrogate Borough Council regarding the site and he has reported that;

- works are continuing on site to improve the condition of the land and a great deal of work has been carried out to date with the site much improved. No works have commenced on the houses as yet and this may be because the owner is concentrating his efforts on the surrounding land as it was the land that was an eyesore. He has stated that the Council will continue to monitor the progress on site to ensure an acceptable outcome. With regard to the houses the Council will hold fire at this stage on chasing this matter up as the owners cooperation is forthcoming in improving the site.
- Once the site is acceptable then the issue of the internal works to the house will be chased up.

13/102.2 Dog Fouling. Contacted the dog warden and passed on councils comments that she should focus her visits on a morning and on an evening when there is more dog walking occurring.

13/102.3 Footpath Southfield Lane to PRD signs No update this month but no signs have been installed.

13/102.4 Central Heating Village Hall Clerk has been unable to get hold of Duncan's for a quote for a larger boiler as recommended by Worcester Bosch but has found that they will be able to provide a heater coil for the outside condensing pipe.

Council discussed that they would like to install the recommended solution from the manufacturer if possible with the addition of the heating element on the condensing pipe. The current system is working at the moment so ideally it will be installed in the summer when the hall is quieter.

RESOLVED that the clerk continue to pursue a quotation for the larger boiler with the chosen supplier. If it is possible for the village hall to use this recommended boiler from it's incoming flow rate then this is the ideal choice of boiler to be installed in the village hall.

13/102.5 Speed Monitoring Cowthorpe A report was received from Area 6 stating that there is insufficient evidence to do anything at this stage. Cllr Billenness had been sent the raw data by the clerk and he was very concerned that a lot of vehicles are coming through the village in excess of 30 mph. 200 vehicles are coming in between 30-35 mph.

Also councillor Billenness was concerned that the mean speed has been pulled down by tractor movement.

RESOLVED to bring this to the police's attention at next months meeting.

13/102.6 Clerks email and problems with Windows mail. RESOLVED that Clerk to send PC details to Cllr Billenness.

13/102.7 Allerton Park Incinerator. As yet not heard anything from Marton-cum-Grafton as to the progress of the judicial review. Clerk asked council if they wanted her to write a letter detailing the pledge.

RESOLVED that Marton-cum-Grafton would contact us as a PC should they require the pledge.

13/102.8 Commuted Sums bench Ralph Garth Scheme funds have been allocated by Harrogate Borough Council and the bench has been ordered and the builder is on standby to fit as soon as it arrives. The Parish Council will pay the bill that Harrogate will then reimburse.

Correspondence came back to the Parish Council this month from NYCC regarding dustbin leakage stating that HSE information is just a guideline and that people should not put liquids in their waste.

RESOLVED that clerk inform John Savage of this issue particularly with the summer months coming up.

Correspondence for the Environment agency permit for the Amey Cespa application at Allerton Park, the environment agency are intending to approve the permit but have put it out to the public for any other comments of objection in addition to what has already been objected to.

RESOLVED that the council had already sent objections to the permit and they had nothing new to add.

An email had been received from a local resident which reported speeding in Fairfax Crescent in particular when coming off the highway onto a shared drive.

RESOLVED that the clerk send a note to the safer Neighbourhood team about speeding in the area.

13/103 Planning

13/103.1 21 Fairfax Crescent YO26 7QX – Erection of single storey extension and garage and demolition of existing extension and detached garage.

The Chair suspended standing orders and consulted with a member of the public who thought that the height of the extension would give problems as the pitched roof is higher than the neighbouring property. His concern was that the height of the roof in

conjunction with the owners not removing two very large trees would significantly reduce the amount of light coming into his property. Cllr Pearce who visited the neighbours thought it was surprising that they were not removing the two large trees at the end of the extension as it is likely that they would cause problems with the foundations of the new extension over time.

Standing orders were resumed.

Cllrs thought that the extension was large and with the proposed differing roof heights gave substantial adverse visual impact.

RESOLVED that the council object to the the application due to the differing pitch heights on the extension and the garage giving adverse visual impact.

13/103.2 Publication of the Harrogate DPD Plan document for Tockwith

Proposed planning for 96 dwellings to be a mix of market housing (50%) and homes for local people and families at affordable prices (50%).

The site is land north of Southfield Lane, Tockwith next to the Primary school and will go down as far as the church row allotments and Westfield road with vehicular access off Southfield Lane.

The development guidelines also show that there should be provision for cycle and pedestrian access from Westfield Road and Lucas Grove South and Lucas Road through to Southfield Lane.

The development guidelines also state that the development should respect the character and appearance of Tockwith Conservation area and development in the portion outside of the conservation area should respect it's setting. It should also respect the setting of the Grade II listed church of the Epiphany and retain, enhance and manage existing hedgerows and trees. There should be open views across the site from Westfield road and the allotments towards the church from Southfield Lane.

Councillors discussed the proposals.

RESOLVED that they are not objecting to the plan but have concerns about the current infrastructure in the village. They want the clerk to feedback in the consultation that the increased housing is well received in principal by the Parish Council but would like the following confirmed;

Electricity provision is adequate for the increase in housing.
Drainage provision is adequate for the increase in housing.
School resources are adequate for the increase in housing.

There is a provision to upgrade the highway, (Southfield Lane) to ensure it is fit for increased traffic movements.

Adequate Parking is provided on the proposed site as councillors were concerned that with it being a rural area this will be overlooked and it is highly likely that people will have two plus cars per dwelling.

RESOLVED that the Chairman place information in the Parish News to inform residents that the period of consultation on the plan is ongoing and that they have an opportunity to comment.

13/104 Planning

13/104.1 **Holly Cottage 55 Marston Road Tockwith YO26 7PR** – application for demolition of domestic outbuildings. - Permission Grant conservation area consent subject to conditions.

13/104.2 **Holly Cottage 55 Marston Road Tockwith YO26 7PR** – erection of garden store to replace existing outbuildings. - Permission Granted subject to conditions.

13/104.3 **1 The Green Tockwith YO26 7RA** – erection of 2 single storey extensions – Grant planning permission subject to conditions.

13/104.4 **Lingcroft Grange Lingcroft Lane Cowthorpe LS22 5ET** – Enforcement -Use of property for financial business. Reply received showing NO Breach of planning.

13/104.5 **The Barn Skip Bridge Farm Moor Monkton, YO26 8EZ** – Enforcement- Erection of chimney investigated to find NO Breach of planning.

13/104.6 **Roselea Cottage 5 Marston Road Tockwith YO26 7PR** – Enforcement - Demolition of Chimney currently under investigation.

13/105 Accounts.

13/105.1 To approve payment of Clerks salary and expenses.
RESOLVED that the Clerks salary and expenses are approved.

13/105.2 To approve payment of Internal Auditor and expenses.
RESOLVED that the payment is approved.

13/105.3 To approve payment of Rural Action Yorkshire membership of £35. RESOLVED that the payment is approved

13/105.4 To approve payment of church rental for 2012/13 year at a cost of £200. RESOLVED that the payment is approved

13/105.5 To approve payment of church rental for 2013/14 year at a cost of £200. RESOLVED that the payment is approved

13/105.6 To approve payment of additional meeting in December 2012 for church rental of £20. RESOLVED that the payment is approved.

13/105.7 To approve payment of Village Hall Insurance up to a value of £1100. RESOLVED that the payment is approved but did not set a value as the village

hall reimburse the policy in any matter.

13/105.8 To approve payment of SLCC subscription up to a value of £150. RESOLVED that the payment is approved

13/105.9 To ratify payment of £12.16 to the Ainsty Drainage Board. RESOLVED that the payment be ratified.

13/105.10 To ratify payments for Office supplies for £14.99 and £67.16 to Viking Direct.. RESOLVED that the payment is ratified.

13/105.11 To receive and approve a bank reconciliation.

**Bank balances (as
26 Apr 2013)**

Lloyds TSB Current account			£2,501.00
Lloyds TSB deposit account			£44,368.01
less o/s cheques			
	828	£3.81	
	945 Farm & Land services	£33.60	
	943 YLCA Membership	£376.00	
	944 Clerk Salary & Exp	£442.60	
	946 Viking direct	£67.16	
	948 Viking Direct	£14.99	
	947 Ainsty Drainage bd	£12.16	
	d/d PWLB	£3,791.93	£46,869.01
			£4,742.25
			£42,126.76

Receipts

VAT customs & Excise	£2,040.86	
Allotment rents	£62.50	
Allotment rents	£85.00	
		£2,188.36
		£44,315.12
Loan (ring fenced for specific purposes)		£20,469.00
Working Balance		£23,846.12
Accounts to ratify/pay		
Mrs H Algar (Salary & Expenses)	(370.28 + 9.78)	£380.06
Mr Ian Scott	(Salary + expenses)	
Tockwith Church Room Hire	2012/13	£200.00
Tockwith Church Room Hire	2013/14	£200.00
Tockwith Church Room Hire	extra meeting	£20.00
purchase of training material clerk		£30.00
Rural Action Yorkshire		£35.00

membership		
Ainsty Drainage board		£12.16
Viking Direct		£67.16
Viking Direct		£14.99
Village Hall Insurance	up to	£1,100.00
SLCC subscription	up to	£150.00

13/105.12 To consider all applications for Section 137 payments and approve payment of these. Applications have been received from the following organisations; Letters were read out for all applicants for grants and Councillors were reminded of the budget they had set for grants in the precept calculations.

- Tockwith Church Grant requested £750
RESOLVED that the Church be awarded a grant for £750 for maintenance of the graveyard and graveyard extension at Tockwith Church.
- Nidd Valley Methodist Circuit requested £450
RESOLVED that the Methodist Circuit be awarded a grant for £450 for maintenance of the graveyard of the Tockwith Methodist graveyard.
- Cowthorpe Churchyard
Cllr Billenness declared an interest and left the room. RESOLVED that a grant be awarded for £150 for the cutting of the grass in the graveyard of Cowthorpe church.
- Tockwith Sportsfield Trust/Juniors
Cllr Billenness returned and Cllr Corbett declared an interest and left the room. RESOLVED that a grant be issued to Tockwith Sportsfield trust for £500 for upgrades to the sportsfield building and that Tockwith Juniors be informed that the joint application had been fulfilled and the Sportsfield trust had been issued the funds.
- Tockwith Show
Cllr Corbett returned and Cllr Waller and Cllr Billenness declared an interest and left the room, Cllr Corbett took the chair. RESOLVED that a donation of £250 toward the running costs of the show be donated by the Parish Council.
- Tockwith Players
Cllr Waller and Cllr Billenness returned and took the chair and Cllr Corbett declared an interest and left the room. RESOLVED that no amount or reason for the grant had been expressed in the application could the clerk contact Tockwith Players and ask for more details of what the grant would be for and what amount would be required.

- Tockwith Village Hall Management committee

Cllr Corbett remained out of the room as she had declared an interest. RESOLVED that the VHMC had asked for £600 help toward the winter heating bills clerk to contact YLCA to ask if we can directly pay the bill and if we can claim any of the VAT back as a Parish Council if we own the building.

- Tockwith Festivals

Cllr Corbett remained out of the room as she had declared an interest. RESOLVED that the parish Council are happy to provide either funds or a tent to Tockwith Festivals for their Welfare tent. Clerk to question what tent they wish to buy as the one stated at a cost of £270 plus VAT seems very cheap for a sturdy tent.

RESOLVED that the clerk take advice from YLCA as to whether a donation of money or purchase of a tent would be the best course of action.

Cllr Corbett returned to the room.

13/105.13 To complete and sign the annual return in preparation for external audit. The Clerk reported that the Internal Auditor had completed his audit and we had passed all of the audit except for a partial pass with respect to adding some additional risk assessments to the council's public open spaces.

The Clerk read all of the statement from section 2 of the return and council completed the return and it was signed by the chairman in the presence of the council.

Council expressed that they were very happy that the internal auditor had found no problems and that the auditor had passed the audit and completed section 4 of the Annual Return. . There was one abstention from the vote to complete section 2 of the return. All other Councillors voted to complete the form and the chairman signed it as a true record.

RESOLVED that the Annual return is complete and signed in the presence of the council.

RESOLVED that the clerk return the Annual Return to the external Auditor.

13/71 Information Exchange by Councillors

- Cllr Billenness informed all that Cattal level crossing would be closed soon for a period of time to allow works to the railway.
- The Clerk also informed councillors that a planning application had been received for neighbour notification and subject to extension would be discussed at the next meeting.
- Cllr Corbett informed council that the dyke on the sportsfield was to be cleared but wondered if the Parish Council could write to Peter Pick to inform him that this work was going to be done. Council thought the Sportsfield Trust should inform him and

send us a copy.

- Cllr Gill had been informed that a dog had had a fit which the vet thought was a Toxic fit and wondered if any other councillors had come into contact with other owners having problems with their animals. Another councillor had contact with a dog owner whose dog kept being sick when walking on the path from Prince Rupert Drive to Southfield lane. Councillors agreed to ask around for any problems over the next month. If more incidences occur then samples should be taken from the area under consideration and sent to the relevant agencies.

13/107 Date of Next Meeting

RESOLVED that the next Parish Council meeting will be held on Wednesday 19th June 2013.

13/108 Exempt Matters

13/108.1 Clerks hours of work Due to length of meeting it was agreed to hold this item until next month.

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