

TOCKWITH WITH WILSTROP PARISH COUNCIL

Minutes of a Council meeting held on Wednesday 18th September 2013 in Tockwith Church

Present: Councillors Mr N Waller (Chair), Mrs S Corbett(Vice Chair), Mr K Pope, Mr C Billenness, Mrs L Gill, Mrs S Pearce, Mrs J Wardman, Mrs B Smith, Mrs A Wilson.

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

Apologies: PC Sue Brookes, Cllr John Savage.

13/147 Apologies for absence Councillor Waller opened the meeting. No apologies were considered.

13/148 Parish Council Vacancies HBC had confirmed that ten electors had requested a poll to take place with respect to the current vacancy in Cowthorpe. The Clerk informed councillors that the closing date for nominations was noon on the 27th September 2013.

RESOLVED that the Clerk contact HBC after noon on the 27th to check whether Poll cards need to be ordered for an election to take place on October 24th 2013.

13/149. Declarations of Interest Councillors agreed if they had an interest they would declare it when the item came up on the agenda.

13/150 Minutes

RESOLVED that the minutes of the 24th July 2013 meeting be signed and dated as a true record.

RESOLVED that the minutes of the 7th August EGM also be signed and dated as a true record.

13/151. To receive information on ongoing issues and decide further action where necessary.

13/151.1 To approve the format and distribution of a Community Action Plan letter to help assess local needs and resources in the event of an emergency.

There was a discussion of the proposed letter and the following amendments were made;

RESOLVED that in section 1 of the proposed form the email address is asked for.

RESOLVED that also in section 1 that point 1 is reformatted so that it doesn't read as if the property constitutes a flood risk.

RESOLVED that Cllr Waller organise for the amendments to be made.

RESOLVED that the Council pay for photocopying of the letters with the local Primary School who offer a very reasonable rate for copying.

RESOLVED that Councillors email Cllr Waller which areas of the village they are able to deliver.

RESOLVED to have delivered the letters by 1st November 2013.

13/151.2 To approve the Risk Assessments produced for Public Open Spaces in the village.

All Councillors had been provided with a copy prior to the meeting.

RESOLVED that the Assessments be approved once an amendment has been made to remove the section regarding dogs to say that they should be removed wherever practical.

13/151.3 To Approve the Risk Assessment produced for manual grass cutting on behalf of the Parish Council.

All Councillors had been provided with a copy prior to the meeting.

RESOLVED that the format and content of the risk assessment be approved for use.

13/151.4 To Approve the Play Area check list produced for Marston Road Play Area

All Councillors had been provided with a copy prior to the meeting.

RESOLVED that the checklist be approved.

13/151.5 To Approve the Play Area check list produced for Bert's Garden Cowthorpe

All Councillors had been provided with a copy prior to the meeting.

RESOLVED that the checklist be approved.

13/151.6 To approve the appointment of volunteers to carry out Play Area checks and to decide the procedure for recording them.

A volunteer has come forward from the Cowthorpe Forum who is happy to complete the weekly checks for Bert's Garden. Cllr Waller also agreed to complete checks at Marston Road play area until the end of the year.

RESOLVED Cllr Waller will complete weekly checks at Marston Road play area until January 2014.

RESOLVED that Cllr Waller will contact the volunteer from Cowthorpe and agree to train them to complete the checks at Bert's garden.

13/151.7 Tockwith Airfield – update from meeting with HBC regarding planning enforcement and noise abatement at the site.

Cllr Waller gave a resume of the meeting Cllrs agreed that the progress overall is disappointing. It does appear that HBC are now starting to make steps to pursue matters thanks to the pressure of both Parish Councils.

The Chair suspended standing orders to allow a member of the public to speak. Concern was raised as to what will happen to all the tyres including those that are used for motorsport activity should the motorsports site no longer trade? Who would be liable for removal?

Concerns were also raised that the Environment agency are not working closely enough with HBC.

Standing orders were resumed.

RESOLVED that the clerk contact the case officer at the Environment Agency to give a full

update.

Concerns were also raised about noise monitoring stressing the importance of local residents to continue to report noise problems.

RESOLVED that the details for Environmental Protection including what needs to be reported to them be put up on the noticeboard in Tockwith.

RESOLVED that the Parish Update communicated via the Parish News also be displayed on the noticeboard to update more residents.

13/151.8 Judicial review outcome for Parish Council group regarding the incinerator at Allerton Park.

NYWAG were unsuccessful in their attempt to win their recent Judicial review. Recent correspondence has stated that they wish to raise more funds to pursue an appeal. Councillors discussed the matter and talked about the possibility of donating more funds.

RESOLVED unanimously that Tockwith with Parish Council should not give any more money to NYWAG for an appeal against the High Court ruling as funds are not currently in place to do this.

13/151.9 To review Clerk's research regarding cost of getting up to standard the ginnel between Fairfax Crescent and Prince Rupert Drive. In order to look at cost of adoption of other ginnels currently not being maintained.

The Clerk informed the Council of the cost of the last Ginnel updated and these in question are twice the length and have more complicated matters to iron out in order to bring them up to standard. Councillors also agreed that it was not the Parish Council's responsibility to spend money to get these ginnels up to standard as the reason they are not up to standard is because the builders who built the Prince Rupert Drive Estate went out of business leaving works uncompleted.

RESOLVED that the council do not arrange works to improve the ginnels up to standard in this financial year as the funds are not currently in place to do this.

13/152. Public Questions, Comments or Representations

Standing orders were suspended.

A member of the public asked Cllr Billenness about the flawed speeding data mentioned in a previous meeting that the Cllr had agreed to look into. Councillor responded by stating he had contacted the police station in Knaresborough but the general view is that prosecution for speeding would not happen at the speeds seen in the data. The Cllr stated that it may be a matter for the new Police and Crime Commissioner.

The same member of the public also suggested it would be good to have the policies and procedures of the Council on their website. e.g. Commuted Sums, Complaints procedure, and FOI requests. Councillors commented that it was a good idea in theory and when the website is updated it would be a good idea to discuss it then. Standing orders were resumed.

13/153. Police Matters

A report was read by the Clerk for the Crime figures. Councillors discussed the report and made the following requests;

RESOLVED that the Clerk find out if Wilstrop is included in these crime figures.

RESOLVED that the Clerk ask PC Brookes if the distribution of information to neighbourhood watch alerts includes local burglaries.

RESOLVED that the Clerk inform PC Brookes that speeding is still occurring in Cowthorpe and also in the east end of Tockwith.

13/154. Village Hall

The Chairman suspended standing orders and invited the chair of the VHMC to speak.

Mrs Unsworth read a report the main points of which were;

- Locks have been changed on front door to enable extra keys to be cut as the previous keys were too old to enable extra keys to be cut.
- New baby ballet group are starting using the hall next week.
- Had interest in Knaresborough baby massage group potentially wanting to hire the hall.
- Job description has been written for the cleaner and the payroll has also been sorted out.
- The garden scheme is ready to go ahead just waiting on the decision for the Tockwith Players new shed hopefully the scheme will be completed by next year.
- Grants have been received for the garden from Tockwith Beer Festival and also from Costcutter.
- H&S inspection was carried out on the Youth Club and they were very impressed with the hall and all the facilities provided.
- A fundraising meeting is to be held future events include an Entertainment evening, Table top sale and a Christmas Fair with a Dickensian theme.

Councillors asked if it would be possible for the VHMC to consider putting on First Aid Classes.

The Chair thanked Mrs Unsworth for her report and hoped the upcoming Entertainment Evening was a success. Standing orders were resumed.

13/155. Report by County & District Councillor

Cllr Savage had sent apologies to the Chairman and also a brief update the main points of which were;

- HBC are still looking at moving to one main office to reduce running costs.
- A planning application has been proposed for a waste disposal site at Walshford.

13/156. Information Exchange by Councillors

13/156.1 Personal statement from Cllr Clive Billenness Cllr Billenness informed the council that he would be tendering his resignation to the Council after the October meeting after 18 years of service. This is due to an exciting job opportunity. The Chairman thanked Cllr Billenness for all his hard work over the last 18 years and it was noted by all that his expertise will be very much missed.

13/156.2 Any other information for exchange. Cllr Smith raised the issue of lane end collections particularly next to the A59 at Skip Bridge where the bin lorry parks in the dip.

Skip Bridge Wedding venue is causing a problem with local residents particularly with relation to traffic nuisance and noise. It was agreed that this would be put on the agenda for next month.

13/157. Matters requested by Councillors

13/157.1 To discuss and decide action regarding overgrown footpath on the north side of New Farm Kendal Lane that includes an electric fence. The Chairman confirmed that the information required to discuss this matter had not been received in time.

RESOLVED to deal with the matter once the information has been received as an agenda item at a future meeting.

13/157.2 To review Parish Council website

Cllr Billenness is the webmaster for the Parish Council. As he has announced that he will be leaving at the end of October he has suggested that the website needs to also be handed over to another representative of the Council. It was also noted that the Council would have to consider purchasing web software which may well mean changing the site.

RESOLVED that Cllr Billenness will continue to support the website in the short term but in the long term a plan is required to hand things over to another representative.

RESOLVED that Cllr Billenness produce a migration plan.

13/157.3 To decide whether to support the Rural Fair Share petition.

RESOLVED that the petition was not suitable to sign as a Parish Council. If Cllrs want to sign as individuals that is then up to them to do so.

13/157.4 To respond to the AGM for Rural Action Yorkshire

RESOLVED that there was no response to give as none of the candidates were known to the council so it made it difficult to choose a candidate.

13/157.5 To respond to HBC's Budget 2014/15 and corporate priorities consultation.

Councillors discussed the consultation and completed the questionnaire with the clerk during the meeting.

RESOLVED that the clerk send the response to HBC.

13/157.6 To discuss and decide action regarding T1, T2 and T3 Ash trees (Tree Preservation orders) on Westfield Green POS and to decide from looking at the tree surgeon report whether to apply for planning permission to maintain the trees and to decide who should carry out the work.

The Clerk had called out a tree surgeon as soon as the request from the public was received as there were doubts as to the safety of the trees in question. The tree surgeon saw no health and safety issues but did recommend a course of action for the trimming of the trees in question. This was to be done at an approximate cost of £900. Councillors discussed the matter and as the trees have TPO's on them we would have to apply to the tree wardens at Harrogate to trim them in any case. Council asked that the tree wardens be asked to come out and assess the trees. Once these opinions have been received then the council may make a decision on how to progress the matter.

RESOLVED that the clerk contact the tree wardens at HBC to come out and assess the trees and give their opinion.

RESOLVED that Cllr Pearce also get another tree specialist to give an opinion.

13/158 Clerks Report

13/158.1 Bert's Garden – update on PID submitted to HBC for planting The Clerk informed the council that this matter is still ongoing.

13/158.2 Bert's Garden – to discuss progress of PID for the remaining funds at Bert's garden. Councillor Pearce offered to help in the progress of putting together a PID for the Open Space.

RESOLVED that the Clerk and Cllr Pearce meet with local residents to get together a scheme for the space.

13/158.3 Dog Fouling. The Clerk informed the council that she had brought 1000 leaflets from the dog warden to be distributed in Tockwith and Cattal.

RESOLVED that the leaflets be distributed alongside the community resilience letter in Tockwith.

RESOLVED that Councillor Billenness distribute the letters in Cowthorpe.

13/158.4 Flooding New Row.

Cllr Gill informed all that she had met with Highways at the site and discussed the problem and they were informed that Highways believed that the problem was due to the size of the pipe under the Cllrs driveway. Cllr Gill has arranged for a larger pipe to be installed but also informed Highways that in her opinion this will only make the problem worse as the water will now flow quicker toward the cottages and the drain to take it away has not been increased in size under the road. Highways did not agree with this but conceded that to reduce the amount of water potentially coming down from Marston Moor then they will contact the landowners on Marston Moor and ask them to put a sluice gate on their drainage pipe. Cllr Gill also informed the Council that sandbags have arrived from HBC for storage on the farm and that she had put notes through all the cottages doors to inform them that is where they could obtain them from if required.

RESOLVED that the Clerk ask Highways for an official update.

13/158.5 Clerks new computer.

The Clerk has her new computer and her mail has been migrated over along with all her documentation. Council were also informed that if they need to use the old PC then they could do so and if they wanted to upgrade the machine in future then it could be increased from a 1GB machine to a 4GB machine for approximately £38.

13/158.6 Allotments Church Row complaint from allotment holder.

The Clerk informed the Council that a complaint had been made that an allotment was not being kept in good repair on Church Row. The Clerk has written to the tenant and asked that they improve the site by the end of September.

13/158.7 Complaints about excessive vegetation on Westfield Green POS.

The Clerk read out an email from a resident backing onto the POS who was concerned about potential subsidence due to trees on the POS in the future and a request to maintain and trim these trees was received. None of the trees in question had TPO's on them.

RESOLVED that the Clerk and Cllr Pearce meet on site and discuss a way forward and for Cllr Pearce to report her findings at the next PC meeting.

13/158.8 Purchase of PPE for volunteer cutting of grass within the Parish.

The Clerk has priced up equipment and ask that the Council approve up to £30 expenditure for purchasing items.

RESOLVED that the Clerk spend up to £30 on PPE for cutting of grass within the Parish.

13/158.9 Relevant received correspondence for Councillors in addition to emails. There was no further action on the items received.

13/159 Planning Applications.

13/159.1 Southfield Lane Tockwith York North Yorkshire YO26 7QP. – Erection of first floor extension to form additional office space. Cllr Pearce left the room as she had an interest in the application. It should also be noted that she is the neighbouring property to the proposed application. Councillors discussed the application and could see no major problems with the proposal.

RESOLVED that the Council respond No Objection to the application. Cllr Pearce returned to the meeting.

13/160 Planning Responses/Enforcement

13/160.1 Moorside Business Park, Tockwith, York, North Yorkshire YO26 7QS Erection of Wood pellet silo and flue for biomass boiler. Planning permission was granted subject to conditions.

13/160.2 47 Fleet Lane Tockwith York North Yorkshire YO26 7QD possible breach of planning control with respect to building works.

13/160.3 Tockwith Airfield Former Agricultural Building Tockwith North Yorkshire. Possible breach of planning control with respect to change of use from former agricultural building to HGV workshop.

Cllrs noted that they were pleased to see that some action was now being taken by HBC with respect to this matter but they were also disappointed that it has taken so long as HBC have been aware of this matter for a number of years.

13/161 Accounts

13/161.1 To approve payment of Clerk's salary plus expenses of £62.08
RESOLVED that the Clerk's salary and expenses be approved.

13/161.2 To ratify payment of £956.52 to Zurich Insurance
RESOLVED to approve the payment of £956.52 to Zurich Insurance.

13/161.3 To ratify payment of £64.24 plus VAT £77.11 to Viking Direct.
RESOLVED to approve the payment of £77.11 to Viking Direct.

13/161.4 To ratify payment of £10.60 to Allied Westminster.
RESOLVED to approve payment of £10.60 to Allied Westminster.

13/161.5 To approve payment of WARDEN subscription for £10.
RESOLVED to approve payment of £10 to WARDEN.

13/161.6 To approve payment to aq for web hosting for £120 plus VAT £144.00
RESOLVED to approve payment to aq for£144.00.

13/161.7 To ratify payment to Farm & Land Services for £160 plus VAT £192.00
RESOLVED to approve payment to Farm & Land Services for £192.00

13/161.8 To ratify payment to Dell for laptop computer for £631.99 plus VAT £758.39
RESOLVED to approve payment to Dell for laptop computer for £758.39

13/161.9 To approve payment to church for meeting on 07/08/2013 for £20.00
RESOLVED to approve payment to church for £20.00.

13/161.10 To approve payment to church for meeting on 15/07/2013 for £20.00
RESOLVED to approve payment to church for £20.00.

13/161.11 To receive and approve a bank reconciliation.
RESOLVED that the bank reconciliation be approved.

13/161.12 To consider all applications for Section 137 payments and approve payments Tockwith Festivals application for up to £300.00

RESOLVED that the council will agree payment up to £300 but will need to be in receipt of a quote for materials used.

Correspondence from Tockwith Players regarding fundraising project for shed. Cllr Corbett declared an interest and left the room. Cllr Smith gave her apologies and left the meeting as she had another appointment.

Remaining Councillors discussed the correspondence received the new cost of the shed has reduced from £10,000 to £5000 this is due to finding another supplier. The Players also now have most of the funding in place for this project to begin they have had grants and funding from other organisations enabling the project to begin. A proposal was made and seconded to support Tockwith Players with their project this was seconded and a vote was taken.

RESOLVED that Tockwith Players be awarded a section 137 payment of £500 toward the cost of their project.

13/162 Date of Next Meeting

RESOLVED that the next Parish Council meeting will be held on Wednesday 16th October 2013 7.30pm at Tockwith Church.

13/163 Exempt Matters

13/163.1 To discuss the recent revised pay scales for Clerks reached under the national agreement communicated from Yorkshire Local Council's Association. The Clerk left the meeting and the Chair read the exempt matters communication.

Exempt matters were concluded and the Chair declared the meeting closed.