

TOCKWITH WITH WILSTROP PARISH COUNCIL

Minutes of a Council meeting held on Wednesday 8th January 2014 in Tockwith Church

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

In Attendance: Mrs H Algar (Clerk to the Council), Cllr J Savage (District and County Councillor) and 5 members of the public.

Apologies: Mr C Billenness, Mrs S Pearce, PC Sue Brookes

14/1. Apologies for absence

None

14/2 Parish Council Vacancies

14/2.1 Cowthorpe Vacancies

The new Cllr for Cowthorpe will be elected and in post from the 9/01/2014. The Clerk has organised for the relevant paperwork to be completed.

Cllr Billenness informed the council that he has resigned his post, the clerk has contacted the elections office and a notice has been posted to allow electors time to exercise their rights.

RESOLVED that if the clerk receives information from elections office that no electors rights have been exercised then the clerk may advertise the vacant post for co-option on both the Cowthorpe and Tockwith noticeboards.

14/2.2 Wilstrop Vacancies

The Clerk reported that there had been an enquiry relating to the recent vacancy and that the Clerk had sent details as to how to apply.

14/3. Declarations of Interest

One Cllr declared an interest in item 14/12.3 on the agenda and agreed to record that interest as they came to that item on the agenda.

14/4 Minutes

RESOLVED that the minutes of the 10th November 2013 meeting be signed and dated as a true record.

14/5. To receive information on ongoing issues and decide further action where necessary.

14/5.1 To discuss future correspondence with HBC and the Environment agency in light of the recent enforcement report for activities on Tockwith airfield sent to the Parish Council and TAAG from HBC.

The chairman summarised where he felt the local authority now stand with activities on the airfield in light of their most recent information. It appears that HBC are now trying to close down taking action in the main against activities on the site. If they had acted in a pro-active manner over the past few years then enforcement action could have been progressed.

The Environment Agency had also given a report stating that they were giving more time for the Plan for the long term use of the remaining tyres to be submitted by the Agents acting for the leaseholder on the airfield. They also informed the Council that the case officer will be leaving at the end of the month but another officer will be assigned to the case.

Standing orders were suspended and Cllr Savage was invited to speak, it was asked whether building regulations on the buildings had to comply with respect to the CLU and it was thought that the regulations for Health and Safety need to be met but anything else will not be looked at for the assessment of the CLU.

Standing Orders were resumed.

RESOLVED that the chairman and clerk attend the next scheduled meeting of the TAAG group to pool ideas for how to respond to this information to be presented at the next Parish Council meeting for approval by full council.

RESOLVED that the Clerk send a letter as soon as possible to HBC to state that they thank them for the recent information to ask what the purpose of the report was? The letter should also state that further action from the planning committee on the airfield be held until the Parish Council can respond in detail.

RESOLVED that the Clerk contact the Environment agency and ask for a time constraint to be placed on the leaseholder for providing a report outlining the long term use of the remaining tyres on the airfield.

14/5.2 To discuss and decide action in light of quotations from Park Lane Services regarding quotations for issues highlighted in the the recent ROSPA report.

RESOLVED that the items be watched and the cost for repairs be put into the budget for next year as the items were highlighted as a watch item in the recent ROSPA report.

14/6 Public Questions, Comments or Representations

The Chairman suspended Standing orders.

A member of the public agreed that the Environment agency should set a date by which the plan for the use of tyres on the airfield be accepted.

Another member of the public asked if ex Cllr Billenness had written to the Police commissioner regarding speeding in the village of Cowthorpe.

The Chairman resumed Standing Orders.

14/7. Police Matters

A report was read by the Clerk

011113 – Theft – Compressor & Mower – Long Marston

211113 – Burg Oth – vehicle doors stolen – Long Marston

051213 – Burg Dwell – jewellery, tools, sports eqpt & cash – Tockwith

091213 – Burg Oth – Diesel – Tockwith

091213 – Attempt Burg Dwell – nothing stolen – Wighill

151213 – Burg Dwell – nothing stolen – Tockwith

311213 – Violence – Tockwith

RESOLVED that the Clerk ask PC Brookes if she could leave a note on any cars she sees Parking illegally in the village so that they are aware that they are doing so even if a fixed Penalty notice is not to be issued.

14/8. Village Hall

Cllr Pope gave a report the main points of which were:-

- Trees in village hall garden were pruned on Monday
- Doors broken in recent storm damage are in the process of being fixed a new bar has been ordered for the door.
- Radiator in the entrance hall has now been fixed.
- Next meeting of VHMC next Wednesday.

14/9. Report by County & District Councillor

Standing orders were suspended and the Councillor gave a report the main points of which Were:-

- Cowthorpe beck has been cleared by the drainage board.
- The Pumping station in Cowthorpe still vibrating a meeting has been set with residents and Yorkshire water.
- Flooding New Row Tockwith still ongoing Cllr Savage to chase up at HBC.
- There was talk of reducing bus service in Tockwith by three per day but hope is that services will not be cut but local authority have to save 2 million in bus subsidies.
- Cowthorpe Bus route would have to be a private company as no money for new routes.
- Noticed that there are lots of buses going back to the aerodrome a lot more than the 16 buses on the operator's licence.
- Concerns have been raised in Wilstrop regarding the pushing for electrification of the railway line.

A question was asked by one of the Cllrs whether NYCC is going to increase their portion of the council tax bill by 2% and it appears that is likely.

14/10. Matters requested by Councillors and public

14/10.1 To discuss Sterling Air Crash Memorial.

Cllr Waller proposed to look at the feasibility for providing a memorial for the Stirling Air Crash that occurred in the village after the end of WW2 by next year for the anniversary of the crash in October 2015.

RESOLVED that Cllr Waller can go ahead and look into the feasibility of a memorial for the Stirling Air Crash and to look for sponsors for the proposed memorial and to report back to full Council.

14/10.2 To discuss and decide action on how to take forward the takeover of the website from ex Cllr Billinness.

Cllr Waller and Cllr Wilson had made enquires with three firms and prices varied from £500 to £1300 for set up with various annual charges.

Cllr Waller proposed that a working group be set up to look at getting a website fit for purpose and that working group bring its findings back to the council at a later date.

Cllr Wilson Seconded this.

RESOLVED that Cllr Waller and Cllr Wilson in addition to the clerk form a working group whose function is to be able to consult with the current webmaster and put together a tender document to get out to a minimum of three suppliers and to report back to full Council.

14/10.3 To discuss progress on Acorn House site after updates from HBC.

HBC have reported that no planning applications have been received with relation to the site.

14/10.4 To discuss recent correspondence regarding the requests from Local Cowthorpe residents for a bus route and the setting of those routes in 2014.

See minute reference 14/9 for details from County Councillor

RESOLVED that the Clerk write to Connections buses and Eddie Brown Coaches to ask about the feasibility of adding Cowthorpe to their current bus routes.

This was proposed by the chairman.

14/10.5 To discuss and decide potential projects for the Scouts to carry out on behalf of the Parish Council during Scout community week.

Cllrs discussed potential projects

RESOLVED that the chairman contact a local farmer who had volunteered to put up some fencing in the community field and ask if the scouts could help erect the fencing. The clerk could also pass to the scouts a potential project of a community orchard on the scouts section of the community field.

The Chairman proposed that the Council move to item 14/10.7 and all agreed.

14/10.7 To discuss and decide whether it is necessary in light of recent highlighted works to confirm with the VHMC the Parish Councils responsibilities to the village hall and how they plan to carry out these responsibilities moving forward.

Council discussed the matter

RESOLVED that the Council would clarify the works to be completed in order to maintain the building and get scaled plan of works.

They also noted that the PC funds for the village hall maintenance are small and have to be targeted to maintenance not improvements.

The Chairman proposed that Council move to item 14/14/10 to discuss and decide the Precept.

14/14/10 To discuss and decide the setting of the Precept for the financial year

The Clerk presented to Council a draft budget and explained that costs were greater than the £25,000 precept which was demanded last year.

The budget was talked through and new figures were decided upon which could maintain the Precept demand at £25,000.

Cllr Pope then proposed that the existing precept of £25,000 be increased by 2% this was seconded by Cllr Corbett.

Cllr Gill then proposed that the precept of £25,000 be kept the same this was seconded by Cllr Wardman. A vote was taken.

IT WAS **RESOLVED** that the Precept remain at £25,000

RESOLVED that the budget (below) be approved for the next financial year 2014/15.

Note that the village hall expenditure will not come out of the main budget it will be paid for by the existing ring-fenced loan taking expenditure below the £25,000 mark.

BUDGET 2014/15

Agreed

Current

Agreed

Budget

estimate

Budget

HBC commuted sums		1286.4	
TOTAL RECEIPTS	<u>4,546.31</u>	<u>4,912.97</u>	<u>3,071.28</u>
NET REQUIREMENT	<u>27,183.39</u>	<u>25,744.74</u>	<u>26,384.88</u>

Parish Precept calculation 2014/2015
Estimated Parish Expenditure 1.4.2014 to 31.3.2015
(ROUNDED TO NEAREST POUND)

Running expenses						£
Grants, salaries, expenses						10,591.00
PWLB Loan repayment						7,584.00
Establishment charges						7,905.00
Audit fee/Insurance/Subscriptions						3,376.00
Provision to increase Parish funds						500.00
GROSS EXPENDITURE						29,956.00
Less: Parish Income (interest)						20.00
NET EXPENDITURE						29,936.00
Less: Use of Parish funds						4,936.00
(rounding adjustment)						
Amount demanded (PRECEPT)						<u>25,000.00</u>
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)

The Chairman moved to item 14/11

14/11. **Clerks Update** –

14/11.1 Update on application to highways authority for planters in the village of Cowthorpe.
Sent to Highways awaiting a response.

14/11.2 Response regarding intermittent speed monitoring signs.
Too late to enter the pilot scheme they have enough sites currently.

14/11.3 Recent storm damage.

Clerk had to use delegated emergency powers for emergency repair to Cowthorpe Notice

board see item 14/14.2.

Village hall fire door also blown open in wind causing problem closing current contractor RM Contracts called out and have ordered a new bar for the fire door.

14/11.4 Relevant received correspondence in addition to email.

RESOLVED that the clerk write to the Nidd Valley Methodist Circuit and ask what proportion of our grant is used for the annual cost of maintaining the churchyard.

14/12.Planning Applications

14/12.1 178 Prince Rupert Drive Tockwith York North Yorkshire - Felling of 1 Rowan Tree of T1 TPO 26/2001

Site visit was done and no objections from neighbours.

RESOLVED – The Parish Council has no objections.

14/12.2 Manor Farm Cottage Oak Road Cowthorpe Wetherby North Yorkshire LS22 5EY - Erection of conservatory

RESOLVED that the Parish Council has no objections

Cllr Corbett gave her apologies and left the meeting

Cllr Wardman declared an interest in the next item on the agenda.

14/12.3 Fieldside, 36 Kendal Gardens Tockwith York, North Yorkshire, YO26 7QR – Erection of 2 storey extension.

Site visit was done and the neighbours made the following comments;-

- Ancient hedge next to the property worried about hedge roots.
- Concerned the porch extension on North side may affect the roots of the hedge.
- Concerned it is two storey.

Standing orders were suspended by the Chairman to allow the property owner to speak to the council about this neighbours' concerns.

RESOLVED that the Parish Council has no objections.

Standing orders were resumed by the chairman.

14/12.4 104 Prince Rupert Drive Tockwith York, North Yorkshire – Erection of conservatory.

Site visit was done and there were no objections or comments from neighbours.

RESOLVED that the Parish Council has no objections.

14/12.5 Land surrounding footpath connecting Westfield Road to Westfield Green, Tockwith, York, North Yorkshire – lateral reduction of 2 Ash and selective pruning of 1 Ash comprising of T1, T2 and T3 of TPO 72/2008.

RESOLVED that the Parish Council has no objections.

14/12.6 Land comprising of OS field 6122 Tockwith North Yorkshire – Erection of replacement workshop.

Site visit was completed and no objections were made to the Council.

RESOLVED that the Parish Council has no objections.

14/13.Planning Responses/Enforcement

3 Westfield Green Tockwith York, YO26 7RE – Crown cleaning and lateral reduction (1.5-2m) to 1 Ash Tree of Tree T1 of preservation order 39/2010

GRANTED subject to conditions.

14/14. Accounts

14/14.1 To approve payment of Clerks Salary for Dec and January plus expenses of £57.52

RESOLVED to approve the clerks Salary and expenses of £57.52

14/14.2 To approve payment of Emergency repairs organised by Clerk using emergency powers in financial regulations following storm damage to Cowthorpe Noticeboard by House Doctor at a total cost of £245.00.

RESOLVED to approve payment to the House doctor at a total cost of £245.00 under Clerks emergency delegated powers.

14/14.3 To approve payment to Mr C Billenness for expenses incurred renewing the webhosting for the Parish Council website in order to keep the PC online for the next 2 years at a cost of £76.06 plus VAT again under emergency powers to prevent loss of service.

RESOLVED to approve payment to Mr C Billenness for expenses of £91.65 for the total payment of the bill for webhosting.

14/14.4 To agree payment to Duncan's Plumbing and heating to fix valve on radiator at village hall up to the value of £200.

RESOLVED to agree payment of Duncan's Plumbing and heating to fix valve on radiator at village hall up to a value of £200 plus VAT.

14/14.5 To agree payment to Viking Direct for printer cartridges and order of paper up to a value of £100.

RESOLVED to agree payment of Viking Direct for printer cartridges and order of paper up to a value of £100 plus VAT.

14/14/6 To agree payment to SLCC for membership at a cost of £116

RESOLVED to agree payment to SLCC for membership at a cost of £116.

14/14/7 To agree payment to Zurich Insurance for LCAS seminar Cllr Pope at cost of £36.00

RESOLVED to agree payment to Zurich Insurance for LCAS seminar Cllr Pope at cost of £36.00

14/14/8 To agree expenses payment to Cllr N Waller for reimbursement of payment of village hall raffle prize. A value of up to £25 has already been authorised for this item.

RESOLVED to reimburse Cllr N Waller expenses incurred paying for Xmas Hamper for the value of the invoice which has already been authorised for this item at a value of up to £25.00

14/14/9 To receive and approve a bank reconciliation

RESOLVED to approve the bank reconciliation.

The Chairman proposed to move back to item 14/10.6, all agreed.

14/10.6 To discuss and decide responses to the Harrogate district core strategy review: initial targeted survey for elected members, parish/town/city councils and neighbourhood planning teams.

RESOLVED that the clerk ask HBC for more time to respond to this survey.

The Chairman moved back to item 14/15.

14/15.Information Exchange by Councillors

Cllr Pearce asked if Planning could be moved further up the agenda in the interests of the Public at the meeting to after the report from District and County Councillor.

Cllr Wilson requested that a report from a recent WARDEN meeting be added to the agenda next month.

Cllr Wardman had, had mentioned to her that a number of groups in the village are not taken down after events have occurred.

Would be good to get the community resilience plan on the website

14/16.**Date of Next Meeting** - [Next Ordinary meeting Wed Feb 12th 2014](#)

14/17.**Exempt Matters** - None