

TOCKWITH WITH WILSTROP PARISH COUNCIL

Minutes of a Council meeting held on Wednesday 16th July 2014 in Tockwith Church

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

In Attendance: Mrs H Algar (Clerk to the Council), 3 members of the public, Cllr J Savage

Apologies: Mrs G Hall, Miss I Hatfield

14/128.Apologies for absence

Cllr Hall and Cllr Hatfield had sent apologies.

RESOLVED that the Council accept apologies for Cllrs Hall and Hatfield.

14/129 Parish Council Vacancies

14/129.1 Cowthorpe Vacancy

No interested parties had come forward.

RESOLVED to keep advertising the post on the noticeboards.

14/130 Declarations of Interest

Cllrs agreed to record interests as they came to that item on the agenda if necessary.

14/131 Minutes

Proposed Cllr Pope, seconded Cllr Gill.

Cllr Pope wanted the fact that it was recorded that the speaker at the last meeting discussing defibrillators was from the PPG removed from the minutes as he did not remember the speaker mentioning this during the meeting.

RESOLVED that the minutes of the 18th June 2014 meeting be signed and dated as a true record now this change has been made.

14/132 To receive information on ongoing issues and decide further action where necessary.

14/132.1 ref minute 14/37.3 Area 6 Highways outstanding issues particularly lack of response to issues including planting scheme Cowthorpe.

Councillors discussed the plans for the planting schemes in Cowthorpe in light of the fact that the Highways Authority approved plans for the schemes. Concerns had been raised to the Council by a local resident to the schemes.

The chairman suspended standing orders to ask questions about the long term care of some of the planting by the signs on entry to the village as a number of plants suggested would grow to a large height or span without adequate care. Council noted that the scheme adjacent to the phone box however looked like a more appropriate scheme when it came to long term maintenance.

Proposed by Cllr Wilson and seconded by Cllr Wardman and agreed by all.

RESOLVED that the Clerk should apply to Harrogate Borough Council Commuted Sums department for funding for the Cowthorpe Planting scheme which is located adjacent to the telephone box.

RESOLVED that the remaining two schemes adjacent to the village signs be referred back to the Cowthorpe Community Forum in order to take into account the views of the whole village and the long term maintenance of planting at these sites.

Other outstanding Highways issues were Pothole repairs on Southfield lane. The Clerk already had an outstanding resolution to write to Highways regarding this matter and to feedback comments on verge cutting. Cllrs asked that the clerk add to that response the

cutting of verges is inadequate on the junction from Southfield lane to Rudgate and needs to be assessed on a more frequent basis.

14/132.2 ref minute 14/10.5 Scouts community schemes and litter picking update on scheme.

Proposed by Cllr Waller and seconded by Cllr Gill

RESOLVED that the clerk write to thank both the Church Youth Club and the Scouts for their hard work litter picking the entire village.

14/132.3 ref minute 14/104.3 To discuss and decide action for response regarding letter from local residents requesting permission to do works on property adjoining Marston Road Play area requiring the closure of play area.

The Clerk reported that the major works had now been completed and the Play area had been reopened. The security fencing had been removed and the cost of the fencing was met by the property owner.

14/132.4 ref minute 13/138.1 Bert's Garden- update on planting and request payment of receipts to the value of £116.49 from volunteers.

Harrogate borough council have paid the cost of the planting which a Cowthorpe resident purchased on the Parish Council's behalf into the Parish Council Account.

Proposed by Cllr Pearce and seconded by Cllr Corbett and agreed by all

RESOLVED that the Council pay Mrs Marsden £116.49 in expenses to cover the cost of the planting she purchased on the Council's behalf.

14/132.5 ref minute 13/190.2 To discuss whether to replace the cracked cradle swing seats at Marston Road Play Area Tockwith and fit a buffer to the pedestrian gate at a cost of £582 including VAT.

Proposed by Cllr Pearce and seconded by Cllr Wardman and agreed by all

RESOLVED that the Council should go ahead with the proposed works to replace the cradle swing seats and a buffer to the gate at Marston Road Play area at a cost of £582.

14/132.6 ref minute 14/10.1 To discuss Sterling Air Crash Memorial.

Cllr Waller discussed the plans and explained that a design had been looked at which was in the style of a skeleton aircraft. The Cllr explained that he was in negotiations with local builders to do the ground works for a gift to the community. Council were also shown a google map of where the memorial is proposed to be situated. With respect to funding Cllr Waller wanted more information before proposing a final cost but had spoken to the church and local pubs and they were happy to get involved with fundraising should it be required. Cllr Waller proposed that the Parish Council meet the planning costs associated with installation of such a memorial.

Proposed by Cllr Waller and seconded by Cllr Gill and agreed by all

RESOLVED that once the final plans for the memorial have been decided upon then the Parish Council would be happy to meet the cost of the planning associated with its installation.

14/132.7 ref minute 14/52.7 ref minute 14/43.15 To appoint a firm to construct and manage the Parish Council website from the three received tenders to receive an update on progress so far.

The Clerk informed the Council that work had commenced on the site and that hopefully over the summer information could be put together to go on the site. Cllr Wilson offered her help in uploading the old minutes onto the website. Standing orders were also suspended as

a member of the Cowthorpe Forum also offered to help with the website. Standing orders were resumed and the member of the public was thanked for their offer and if required the Clerk would contact both Cllr Wilson and the member of the CCF.

14/132.8 ref minute 14/91 Allotment rents for the year 2015/16 – to approve in particular looking at reducing allotment sizes moving forward and considering advice received from YLCA.

The Clerk also informed the Council that correspondence had been received to report that they thought some sub-letting was occurring on some of the plots. Cllrs discussed whether the splitting of plots was the correct way to move forward or whether creating more allotments was the answer.

Proposed by Cllr Pope and seconded by Cllr Pearce

RESOLVED that the Clerk write a letter to all tenants reminding them about the clause in their agreement that does not allow sub-letting and to ask them if they wished then they could reduce their allotment size as a number of plots are currently double plots. Council also wanted it made clear that under special circumstances e.g. ill health, an agreement could be made with the Council that someone could maintain the plot on the tenants behalf until they were well enough to take the plot back on but this would be in full knowledge and agreement of the Council.

14/132.9 ref minute 14/116.1 to receive an update from defibrillator working group regarding progress with the project so far and to consider advice received from YLCA.

The Clerk explained that the working group had got together which consisted of the PPG and the Parish Council and the Cowthorpe Community Forum. Two avenues of funding had been applied for in order to purchase defibrillators and also the forum had contacted the Yorkshire Ambulance Service for them to come and give a presentation on defibrillation in the community. YLCA had also confirmed that the Parish Council have a legal power to be able to provide such equipment should they want to become involved in the purchasing.

14/133 Public Questions, Comments or Representations

The Chairman suspended standing orders.

One resident asked to be able to speak on item 14/140.60 when the Council came to that item on the agenda. The Council agreed.

Another resident asked if it was legal for an air balloon to land on the airfield?

Yes as far as the Council were aware this was legal.

Standing orders were resumed.

14/134 Clerks update and received relevant correspondence

14/134.1 Update on Wheelie bin sticker sales since implementation of the scheme

Clerk asked in Costcutter sales are steady and they still have plenty of stickers available for people to purchase.

14/134.2 Update on defibrillator working group progress

See item 14/132.9

14/134.3 Relevant received correspondence.

Clerk read through the list of correspondence and no comments or questions were asked by Cllrs.

14/135. Police Matters

PC Brookes was not at the meeting and no report had been received.

Proposed by Cllr Corbett and seconded by Cllr Wardman and agreed by all

RESOLVED that the Clerk write to PC Brookes to report that youths are gathering on Southfield lane and are throwing stones at the sports field building these are hitting the roof causing damage to the tiles.

14/136. Village Hall

Standing orders were suspended and a report was given by the chair of the Village hall management committee the main points of which were;

- Garden gathering went well and all those that attended had a really nice time.
- Word is getting around that the hall is looking great and a number of bookings have been taken for parties.
- CCTV is working and the Clerk gave training on how to use the system and provided a written set of guidelines of how to use it.
- Committee is working on marketing and also trying to encourage those using the hall to also aid in the fundraising for the hall. If they cannot help rents may have to increase.
- Working on a grant for Energy Efficiency want to try and look at purchasing an app that means the heating can be controlled from home. The committee is also looking at getting sensor taps in the toilets to try and reduce their water consumption as the taps quite often get left on. Secondary glazing is also being investigated.
- Aiming to get a 12 month programme of fundraising in place that will also include some events specifically aimed at the youth in the village.
- Most groups vacating the hall for the summer but youth club is going to keep running throughout.
- Thanks to the Parish Council for getting the outside of the building painted.
- Another computer course is to be planned for autumn.
- The chair also mentioned if fundraising is required for the Sterling air memorial then the village hall would be happy to help.

14/137. Report by County & District Councillor

A report was given by Cllr John Savage the main points of which were;

- Tour de France was a great success in our area.
- Road Closures and resurfacing works have been planned over the next 3 years in our area.
- The local development framework has collapsed which now gives builders an opportunity to potentially put in schemes that do not hold to particular boundaries.
- Cllr Savage thinks it would be a good idea to meet up with the new executive member for planning and discuss the issues associated with residents problems on Tockwith airfield.
- Buses in Cowthorpe will be discussed later on in the agenda but it seems sense to try and get a traffic regulation order in place to prevent them from going through.
- No update on Skewkirk bridge
- PC group are fighting the incinerator and Cllr Savage to add Tockwith PC to their email group so that we are fully informed of what is happening with the matter.
- Cllrs had a question for Cllr Savage they wanted to know how much the withdrawal of the Harrogate Local plan has cost the taxpayer and how much of the existing plan can be reused when formulating a new one.

- Cllr Savage responded that the Inspector had refused the local plan as not enough housing was proposed.
- Cllrs asked whether the proposal to sell Crescent Gardens and build a purpose built Council office was still going ahead.
- Cllr Savage replied that rates and heating wise it was still the cheapest long term solution.
- Cllr Savage also informed the public at the meeting that the Area Committee meetings were coming up in September and the Traffic Regulation Order that the people of Cowthorpe were seeking regarding the buses could be put on the agenda.

Standing orders were resumed.

14/138.Planning Applications

None

14/139.Planning Responses/Enforcement

14/139.1 **Land surrounding Footpath connecting Westfield green and Westfield Road Tockwith North Yorkshire** –Lateral reducing of Ash tree T1 and crown reducing of Ash tree T3 of Tree Preservation order 72/2008. – Application Refused.

14/139.2 Erection of two storey and single storey extensions, installation of 5 roof lights 2 windows and replacement windows, erection of garage and car port and installation of 5 roof lights to outbuilding and demolition of single storey extension, 2 stores and outbuilding within Tockwith conservation area. **Beck Farm 51 Marston Road Tockwith York North Yorkshire YO26 7PR Ref No: 14/01407/FUL** – Application withdrawn.

14/140.Matters requested by Councillors

14/140.1 To discuss the provision of services for young people within the Parish
Council discussed the matter and previous provisions that have been in place for young people and the outcome was that the Parish Council do not currently have the commuted funds available to implement a substantial scheme of their own for young people. They would be interested to look at any schemes that residents or interested parties put together. This way the Council could help facilitate funding from the borough council or other sources.

14/140.2 To decide whether to apply for consent to prune trees in a conservation area with regard to Marston Road Play area as the trees are overhanging in particular the play equipment.

Proposed Cllr Wardman and seconded Cllr Waller agreed by all

RESOLVED that the Clerk ask Harrogate Borough Council's arboriculturalist to come and look at the trees and make a suggestion as to what we should do with them.

14/140.3 To discuss and decide whether to send new Councillors on an YLCA What Councillors need to know training course. This would be for Cllr Pope, Cllr Hall, Cllr Hatfield and Cllr Pearce. At an approximate cost of £45 per delegate.

Proposed Cllr Waller and seconded Cllr Gill

RESOLVED to offer the courses to new Cllrs and for the clerk to send out details of courses from YLCA and for Cllrs to inform the Clerk which course they would like to be booked on.

14/140.4 To discuss and decide response regarding the state of footpaths in Cowthorpe.

The Council were informed that the Footpath officer had contacted local residents and that some improvements had been made. Proposed by Cllr Waller

RESOLVED that Cllrs were happy to leave this item until the matter was raised again by residents.

14/140.5 To discuss and decide responses regarding speeding by buses in the villages of Cowthorpe and Tockwith including in particular the recent accident on Marston Road.

Council discussed several incidents involving Connections buses and speeding observed in both Cowthorpe and Tockwith villages. Cllrs also noted that a number of buses had been seen cutting through Cattal village and going over the bridge back to the depot.

Proposed by Cllr Waller and seconded by Cllr Pope agreed by all.

RESOLVED that the Council contact NYCC and ask them to impose a local order to prevent buses going through the village of Cowthorpe unless it is a school bus or a service bus. The Clerk should also make mention of the report produced by the Cowthorpe Community Forum.

14/140.6 To decide whether the Parish Council should write to Highways to ask them to impose legislation to prohibit buses unless they are on a bus route in Cowthorpe.

See item 14/140.5

14/140.7 To decide whether to submit a proposal under the Sustainable Communities Act asking for the government to give all parish and town councils the right to sell electricity that they generate from local schemes.

Proposed by Cllr Waller

RESOLVED that Cllrs noted the correspondence but did not feel it relevant to respond.

14/141. Accounts

14/141.1 To approve payment of Clerks salary and expenses of £49.05

Proposed Cllr Corbett and seconded Cllr Pope agreed by all

RESOLVED to approve payment of Clerks salary and expenses of £49.05

14/141.2 To ratify payment of Village Hall Boiler service and landlord certificate at a cost of £105 plus VAT.

Proposed Cllr Gill and seconded Cllr Pearce agreed by all

RESOLVED to ratify payment of Village Hall Boiler service and landlord certificate at a cost of £105 plus VAT.

14/141.3 To approve a payment of £116.49 for expenses with regard to planting at Bert's Garden Cowthorpe to Mrs J Marsden.

Proposed Cllr Pope and seconded Cllr Corbett agreed by all

RESOLVED to approve a payment of £116.49 for expenses with regard to planting at Bert's Garden Cowthorpe to Mrs J Marsden.

14/141.4 To approve a payment of up to £1000 to organise payment of Parish Insurance.

Proposed Cllr Pope and seconded Cllr Corbett agreed by all

RESOLVED to approve a payment of up to £1000 to organise payment of Parish Insurance.

14/141.5 To approve a payment of up to £400 to organise payment of external auditors PKF Littlejohn LLP.

Proposed Cllr Pope and seconded Cllr Corbett agreed by all

RESOLVED to approve a payment of up to £400 to organise payment of external auditors PKF Littlejohn LLP.

Village Hall Management committee	(1138.85)
Harrogate Borough Council	(116.49)
	(1255.34)

Net balances at 16th July 2014 36,511.66
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The net balances reconcile to the Receipts and Payments account is as follows:

Opening balance both accounts 1 st April 2014	33221.29
Add: Receipts in the year	15232.74
Less: Payments in the year	11942.37

Closing balance as per Receipts and Payments book at 16th July 2014 36511.66
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Minus ring fenced loan (with £1400 decorators costs removed) 15311.80

Working balance **21,199.86**

14/141.7 To receive and approve current spend against budget report.
Proposed by Cllr Wilson and seconded by Cllr Pearce agreed by all
RESOLVED to approve the current spend against budget report.

SPEND AGAINST BUDGET AS OF
16/07/2014

PRECEPT 2014/15	Agreed Precept 2014/15	Current Spend as of JUNE 2014/15	Amount Available 2014/15
EXPENDITURE			
Grants	3000	2245	755
Salaries	6891.3	2297.12	4594.18
Expenses	700	165.17	534.83
SUB TOTAL	10,591.30	4,707.29	5,884.01
ESTABLISHMENT CHARGES			
Room Hire	300	0	300
Conferences & Training	250	0	250
Audit fee	700	129.3	570.7
Insurance	1000	0	1000
Ainsty IDB	15	12.69	2.31
Rural Arts Yorks.	0	0	0

YLCA	400	0	400
Warden	10	0	10
SLCC	116	0	116
Noticeboards	400	220	180
Play Area	800	0	800
Open Spaces and POS	1600	252	1348
Open Spaces and POS cowthorpe	350	0	350
Professional fees	1250	36	1214
Planning fees	250	0	250
posters/signs/repairs	0	59.95	-59.95
Equipment allowance	50	0	50
VH Insurance (reimbursed)	1100	1138.85	-38.85
VH expenditure	1605	1400	205
Information Commissioner	35	0	35
Web domain bi-annually	750	0	750
Sundries	300	128.31	171.69
SUB TOTAL	11,281.00	3,377.10	7,903.90
Loan repayments:			
Capital Scheme 1 (40,000)	2,999.46		
Capital Scheme 2 (10,000)	719.36		
Capital scheme 3 (70,000)	3,865.04		
TOTAL LOAN REPAYMENTS	7,583.86	3,791.93	3791.93
TOTAL EXPENDITURE	29,456.16	11,876.32	17,579.84

RECEIPTS			OUTSTANDING
HBC gr. maint. grant	212.78	0	212.78
VAT reclaim	1227.21	1227.21	0
Allotment rents	247.5	247.5	0
Rent - Junior Football pitch	1	0	1
VH Ins.reimbursement	1100	1138.85	-38.85
Wheelie bin stickers	59.95	0	59.95
reclaim from loan v hall decorating	1400	1400	0
HBC commuted sums		0	0
TOTAL RECEIPTS	4,248.44	4,013.56	234.88
NET REQUIREMENT	25,207.72	7,862.76	17,344.96

14/141.8 To receive a grant application request from Tockwith Village hall management committee asking for a grant of £600.

Cllr Corbett declared an interest in items 14/141.8 and 14/141.9 and left the room.

Cllrs looked at the budget remaining for grants and decided to consider agenda items 14/141.8, 9 & 10 together.

Proposed by Cllr Pope and Seconded by Cllr Gill agreed by all
RESOLVED that Tockwith Village Hall Management Committee be issued a grant of £500.

14/141.9 To receive a section 137 grant application from Tockwith Players asking for a grant of £250

Proposed by Cllr Pope and seconded by Cllr Gill agreed by all
RESOLVED that Tockwith Players receive a section 137 grant of £100.

14/141.10 To receive a section 137 grant application from Cowthorpe Church asking for an increased grant in line with other churchyards it supports within the Parish. Last year the grant amount issued was £150.

Proposed by Cllr Pope and seconded by Cllr Gill agreed by all
RESOLVED that Cowthorpe Church be issued a section 137 grant of £150
Cllr Corbett re-joined the meeting.

14/142.Information Exchange by Councillors – To pass on any relevant information for potential consideration at a future date.

Cllr Waller sent apologies for the September meeting of the Parish Council.

14/143.Date of Next Meeting

Wednesday September 17th 2014 at 7.30pm Tockwith Church.

14/144. Exempt Matters

The Clerk informed the Council that she did not wish to take any additional hours to complete the website as Cllr Wilson had offered to help earlier in the meeting so no exempt session was required.

The public were thanked for attending the meeting and the chairman declared the meeting closed.