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Tockwith with Wilstrop Parish Council North Yorkshire

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TOCKWITH WITH WILSTROP PARISH COUNCIL

Minutes of a Council Meeting held on Wednesday 18th February 2015 in Tockwith Church at
7.30pm

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

In Attendance: Mrs C Porter (Clerk to the Council).

Apologies: Councillor J Savage (District)

Councillor Waller welcomed all to the meeting.

15/23. Parish Council Vacancies

15/23.1 Cowthorpe Vacancies

Cllr Waller explained that there was a vacancy for Cowthorpe that can be co-opted. Mr Andrew Dyason asked to be considered for the post. Cllr Waller asked Mr Dyason to explain why he wanted to be a Councillor. Mr Dyason explained he had moved into Tockwith village to live 7 months ago and wanted to be more involved.

Resolved: to co-opt Mr Dyason as Councillor for Cowthorpe Parish. Proposed Cllr Gill, seconded Cllr Wilson. All in favour.

Mr Dyason completed a Declaration of Interest form. Clerk to forward Standing Orders to Mr Dyason.

15/23.2 Wilstrop Vacancy

Clerk informed Council that a letter had now been received from Cllr Gill Hall stating she no longer wished to be a Councillor for Wilstrop. Clerk advised that an official notice from HBC had now been placed on the Parish noticeboards. No interested parties had come forward yet.

Resolved: to continue advertising for Wilstrop Councillor.

15/24. Minutes

15/24.1 – to resolve that the minutes of the meeting of the council held on Wednesday 21st January 2015 be signed as a correct record.

Proposed Cllr Pope. Seconded Cllr Corbett. All in favour.

Resolved: that minutes correct.



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15/24.2 – to resolve that the amended minutes of the meeting of the council held on Wednesday 19th November be signed as a correct record.

Proposed Cllr Corbett. Seconded Cllr Pope. All in favour.

Resolved: that minutes correct.

15/25.To receive information on ongoing issues and decide further action where Necessary.

15/25.1 ref minute 15/9. To update the Council with regards to the Grant Information for the Village Hall roof.

The Council agreed that the grant application needs to be submitted before the next meeting, and that Cllr Pearce to meet Clerk and Margaret Dalglish in order to compile information.

Resolved: for Clerk, Cllr Pearce and Mrs Dalglish to meet and compile application. Proposed Cllr Waller. Agreed by all.

15/25.2 To update the Council on Tockwith Airfield Matters.

Cllr Waller read out a letter from HBC which stated the noise matter at the Airfield has now been closed. It was agreed to respond to Alison Tierney at HBC Environmental Health Dept stating the matter should not be closed, and that the lack of activity is due to the winter months and people not being outside.

A letter had been received from the Environment Agency relating to the tyre situation on the Airfield. A draft response was circulated at the meeting and it was approved for forwarding to the EA.

A further 2 draft letters to Harrogate Borough Council were circulated. The first relating to a courier/haulage operation that had been recently established on the airfield and the second relating to the outstanding tyre issue. Both draft letters were approved for forwarding to HBC.

Resolved: Clerk to forward all 3 letters to relevant parties. Proposed Cllr Waller, Second Cllr Pearce. All in favour.

15/25.3 ref minutes 15/12.4 To discuss the progress of the recycling bins outside the village hall located in the car park.

Cllr Pope explained that the bin situation had been resolved and that there were now 3 cardboard bins at the Village Hall.

15/26. Report by County & District Councillor

As Cllr Savage was unable to attend the meeting, Cllr Waller advised the Council on behalf of Cllr Savage that HBC had reported a nil rise to Council Tax, and that the NYCC Police and Fire Precept was to increase by 1.99%.

15/27. Public Questions, Comments or Representations

Suspend Standing Orders.

Resident 1 asked what the view of the PC is on the development? Cllr Waller confirmed that the area of land was part of the Harrogate development plan. He advised the resident to go



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onto Signet website and make comments, and confirmed that the PC are aware of issues regarding drainage, schools, etc. He confirmed that no formal planning application had been made yet by the developers and the PC will await this to be done before taking further action.

The resident asked if the PC felt that they had the ability to apply pressure in order to get resident's views heard? Cllr Waller replied that the PC would comment if our comments were not addressed. He confirmed that the PC were consultees and that HBC can take on-board or ignore comments, however they have to justify on planning grounds their decisions.

The resident wanted to point out that the number of homes suggested is a higher figure than people were lead to believe.

Resident 2 thanked Mr Dyason for standing for Cowthorpe. She thanked the PC for supporting the Defib stating that a training date had been arranged. She was happy to inform the Council that the patching up of the holes and resurfacing of War Field Lane in Cowthorpe had now been completed.

Standing Orders were resumed.

15/28. Police Matters

PC Sue Brookes sent her apology for not attending, however forwarded an email of the crimes in January in the Marston Moor Ward.

1st January 2015 – Criminal Damage to Vehicle – rear window smashed – Tockwith.

26th January 2015 – Burglary Dwelling – Jewellery/Cash stolen – Long Marston.

The PC spoke of the speed of traffic coming through the village towards Long Marston between 4.30pm and 6.30pm.

Resolved: Clerk to email PC Brookes informing of this.

15/29. Village Hall

Suspend Standing Orders.

Mrs Unsworth informed the PC that the Youth Club had now closed at the VH.

Cllr Waller explained that there may be a Covenant with regards to keeping the VH open and would want to look into this.

Resolved: Clerk/Cllr Waller to check deeds/covenant for VH with regards to keeping open the Youth Club facility.

Mrs Unsworth informed of the Wildlife Fundraising meeting, Quiz and a few party bookings bringing in extra money.

Standing Orders resumed.



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15/30. Planning Applications

15/30.1 Protected Tree Works Application (2nd application) Lateral reduction (2.5m) of 1 Ash T1 and crown reduction (20%) of 1 Ash T3 – **40 Marston Road** (deadline 20th Feb).

Proposed Cllr Pope, All in favour.

Resolved: Option D to support application.

15/30.2 Erection of Memorial Monument – **Land Adj to 44 and 46 Marston Road** (deadline extension until 19th Feb).

All Councillors signed the red book 'Declaration of Interest'.

Proposed: Cllr Pope. Seconded Cllr Pearce. All in favour.

Resolved: Option D to support application.

15/30.3 Protected Tree Works Application – **Land surrounding footpath connecting Westfield Road and Westfield Green** – (deadline extension until 19th Feb)

Proposed Cllr Pope. Seconded Cllr Pearce. All in favour.

Resolved: Option D to support application.

15/31. Planning Responses/Enforcement

15/31.1 Protected Tree Works Application (1st application) - **40 Marston Road** – Granted.

15/32. Matters requested by Councillors

15/32.1 To discuss with the Council future funding for the Tockwith Community Responder Scheme.

Cllr Gill informed PC that the training dates were confirmed as March 21/22, and that there were 9 volunteers. She said the VH had agreed to let the hall for free. She advised that the Ambulance Service need to hold 6 meetings per year, 1 of which involves re-training. This would cost £150 for this year. Cllr Pearce asked if the PC could pay for these fees?

Proposed Cllr Gill. Seconded Cllr Wilson. All agreed.

Resolved: PC to pay for the meetings for the AS at a cost of £150.

15/32.2 To discuss emails received by two residents regarding the clearing of the site between Prince Rupert Drive and Southfield Lane.

Clerk read out the emails received.

Cllr Waller advised Council that there were no trees subject to a TPO according to HBC.



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Cllr Waller advised that Clerk should inform Sue Brookes/ NYP Wildlife Officer, and update Council when necessary on responses.

Resolved: Clerk to email PC Brookes with this information.

15/32.3 To discuss the impact of the CIL on commuted sums for Open Space and Village Halls post April 2015.

Cllr Waller informed PC that the way we deal with our commuted sums stays the same. Cllr Pearce advised that the specifics should be part of the Budget precept. Cllr Waller asked for guidance of what we can spend on.

Resolved: Cllr Corbett to provide Clerk with a list of specifics.

15/32.4 To discuss the signage – Rudgate and Cattal.

Cllr Pope proposed that North Yorks Highways should review the signage and road markings for Rudgate/Fleet Lane junction.

Proposed Cllr Pope. All in favour.

Resolved: PC to contact highways regarding signage and road markings.

15/32.5 To discuss the website, in particular the role of the Parish Council, and giving out direct information.

Cllr Gill informed PC of the Anti-social leaflet and Trading Standards information. Cllr Wilson agreed to scan this on to the website.

Resolved: Cllr Wilson to scan above information onto PC website.

15/32.6 To discuss the Parish Council's image and ways to improve this and be more accessible to the public.

Cllr Corbett spoke to PC about promoting the positive side of the PC and ensuring the public understand what we can and cannot do, our achievements, and ensuring the public understand the process regarding meetings i.e. when to speak, and how to put items on the agenda. Cllr Pearce recommended a brief overview of a PC meeting in digital format being placed on the website. Cllr Pope stated we could hold an extended meeting to encourage people to come and discuss how the PC works. Cllr Wilson advised of a Linden Homes/Signet link. Cllr Pearce spoke of a Community Calendar.

Suspend Standing Orders

Mrs Unsworth (VHMC) informed PC that they would be willing for the PC to advertise on part of their noticeboard.

A Cowthorpe resident informed the PC of not being able to hear very well what was being said in the Church.

Resumed Standing Orders

15/33. Clerks update and received Correspondence

15/33.1 To discuss an email from Mr Corbett regarding the Community Field, and its use by the Scouts and TJFC



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Cllr Corbett and Mr Dyason left the room and signed the Declaration of Interest red book.

Standing Orders suspended.

TJFC spokesperson explained that there were 300 children at TJFC now. They would like to convert a further 85 yards of the Community Field to playing field surface and leave the remaining 85 yards as a rough ground.

Resolved: The PC deferred their decision until after the Scouts and TJFC had met.

15/33.2 To give update on who will be attending the Parish Council workshop on the Harrogate District local plan on March 4th 2015.

Clerk advised that there was only one place on the course and that would go to Cllr Pope.

Resolved: Cllr Pope to attend course and report back to PC

15/33.3 To approve ILCA online training course for newly posted Parish Clerk.

Clerk asked if she could have more time to consider if there were other more appropriate training programmes.

Resolved: Agreed to defer this for the time being.

15/33.4 To discuss Keeping Well and Warm Together in Winter event 24th & 25th March 2015.

Clerk explained event and if anyone wished to go to let her know.

15/33.5 To discuss quotations for Grounds Maintenance.

Clerk explained that she could only get two contractors to quote for this work. These were Farm and Land Services who quoted £1034 + vat for the year, and Fletchfield Landscape Services who quoted £1600 + vat for the year.

Proposed Cllr Pearce. Seconded Cllr Corbett. All in favour.

Resolved: To appoint Farm and Land Services for a further year.

15/33.6 To approve internal auditor for next financial year.

Clerk informed Council that Mr Ian Scott had offered to work for the same price as previous years conducting the Audit for the PC, and was happy for him to continue for a further year. Proposed Cllr Pearce. Seconded Cllr Pope, All in favour.

Resolved: To appoint Mr Scott as Auditor for a further year.

15/33.7 Relevant received correspondence in addition to email.

- Lloyds Bank Statements
- Grant Application from Tockwith Show received 23rd January 2015
- Viking direct brochure
- Letter from P Appleby giving notice on allotment plot 3 Church Row.



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Clerk proposed for plot 3 to be split in to two plots namely 3A and 3B.
Proposed Cllr Pearce. Seconded Cllr Pope. All in favour.

Resolved: Clerk to split the plots and allocate to next on waiting list.

- Email from D Pogson giving notice on allotment plot 2A & 2B at Bridlepath.

15/34. Accounts

15/34.1 To approve payment of Clerks salary and expenses

Resolved to approve the Clerks salary and expenses.

15/34.2 To approve payment to Vision ICT for the sum of £594.00

Cllr Wilson opposed this sum stating that she felt this was not what was agreed.

Resolved: Clerk to contact Vision ICT.

15/34.3 To approve last months bank reconciliation

Resolved: PC approved bank reconciliation.

15/34.4 To approve this months bank reconciliation

Resolved: PC approved bank reconciliation.

15/34.5 To approve this months spend against budget report.

Resolved: PC approve spend against budget.

15/34.6 To approve bank signature form for Parish Account.

Resolved: PC approved Clerk as a new non-signatory on the bank accounts.

15/35. Information Exchange by Councillors.

None.

15/36. Date of Next Meeting

Wednesday March 18th 2015 at 7.30pm.

15/37. Exempt Matters

15/37.1 – to resolve that the minutes of the exempt meeting of the council held on Wednesday 4th February 2015 be signed as a correct record.

Proposed Cllr Waller. All in favour.

Resolved that the minutes be signed as correct.

15/37.2 – to discuss an allotment issue (waiting list)

Minutes in Exempt Matters Minutes.



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15/37.3 – to approve the Clerk's backpay.
Minutes in Exempt Matters Minutes.

Claire Porter Claire Porter

16th March 2015