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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 15th April 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, Mr A Dyason, Mr J Savage.

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

15/55. Apologies for absence – None

Cllr Waller welcomed all to the meeting.

15/56. Declarations of Disclosable Pecuniary and other interests – *to disclose or draw attention to any disclosable pecuniary interests for the purposes of Section 31 of the Localism Act 2011 and paragraphs 16-18 of the Members' Code of Conduct. Also to declare any other significant interests which the member wishes to declare in the public interest, in accordance with paragraphs 13-15 of the Members' Code of Conduct. to be considered at the meeting.*

Cllr Waller informed of the sad news of the death of Stephen Milner, and asked for 1 minute's silence.

Cllr Waller brought forward item 15/65.1 to the front of the meeting.

15/65.1 To receive a Presentation from Lonsdale Development/QUOD/Evans Property Management regarding their proposal to build new homes on the Disused Airfield site on Southfield Lane, Tockwith.

Mr Alan Syers, Evans Property Management Portfolio Director introduced himself, and his colleague Hannah Smith, Planning Consultant for Quod. He began by informing Council that Lonsdale Development is owned by Evans Property Group based in Leeds. Mr Syers and Ms Smith informed Council of the following:

- 1) The site was bought some years ago, at the same time as the Industrial Estate.
- 2) An Exhibition is to be held for the Community on Tuesday 21st April in TVH.
- 3) HBC need to supply new homes and suitable sustainable sites are needed. HBC see the need for family housing.
- 4) Quod are promoting the site on Evans' behalf.
- 5) A Pre-Application Request was submitted a few weeks ago to HBC.
- 6) The landscape character is not remarkable.
- 7) Assessing the capacity for the development – looking at shops, services, are they capable of taking the development? Trees that are on site are protected under TPO's and are being kept. Flood risk and drainage – not at risk.



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- 8) Development away from Conservation site.
- 9) Up to 80 dwellings, 40% affordable housing.
- 10) Cllr Wardman questioned the impact of surface water drainage – Ms Smith said they would need to demonstrate this was not a problem. She had no specifics yet.
- 11) Improvements on Southfield Lane – recording current traffic movements on strips. One entry/exit to Southfield Lane. Need to demonstrate no severe impact on roads, if so, could widen road. Both developments exits (Linden and Evans) are far enough apart. Cllr Waller advised that there is a real need to sort out Southfield Lane.
- 12) House styles – Confirmed no builder yet, but house types not dissimilar to Linden Homes types.
- 13) Public amenity spaces – Cllr Waller confirmed that the PC do not want to manage the Public Open Space. Mr Syers confirmed that they would not want a long-term legacy to maintain the land. Could look at a management company to run this?
- 14) Cllr Pope wanted to make the developers aware that the clearance of the area had created a lot of bad will amongst residents, as it had been cleared with no knowledge to the people in the village.
- 15) Cllr Pope asked about the derelict runway? Mr Syers informed Council this was not owned by them, and that they would look to adequately screen this area from the development.
- 16) Cllr Pope asked about a projected number of residents? Ms Smith advised it depends on the mix but gave an example of 2.4 people per household.
- 17) Informed Council that if successful, looking at starting development middle of 2016, typically finishing 2 years later.

Suspend Standing Orders

A resident asked about Affordable Housing. Mr Syers informed that HBC would decide upon which housing association/housing associations, and the developers need to sell the dwellings to them at a reduced price of less than 50% of market value. These will be for rental, or shared ownership. He confirmed that often this is divided into 60% rental, and 40% shared ownership.

Resumed Standing Orders.

Cllr Waller thanked Mr Syers and Ms Smith for taking the time to come to the Meeting.

Cllr Waller brought forward item 15/62 so that Officers could resume their operational duties.

15/62. Police Matters – PC Brookes informed Council of following crimes recorded for last month in Marston Moor Ward:

- 08/03/2015 – Damage to new house being built – Long Marston
- 20/03/2015 – Burglary dwelling – jewellery stolen – Tockwith.



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15/57. Parish Council Vacancies – to discuss actions, progress and consider applications

15/57.1 Cowthorpe Vacancy

Clerk informed Council that no-one had come forward as yet to express an interest in this vacancy.

Resolved: To carry on advertising vacancy on noticeboards and website.

15/57.2 Wilstrop Vacancy.

Clerk informed Council that no-one had come forward as yet to express an interest in this vacancy.

Resolved: To carry on advertising vacancy on noticeboards and website.

15/57.3 Parish Clerk Vacancy

Cllr Waller informed Council that he had received a letter of resignation from Mrs Porter, Clerk to the Council, as due to a change in circumstances she has now been offered a full-time position and can no longer commit to this position. Clerk to advertise position of Parish Clerk / Responsible Financial Officer for 15 hours paid per week at a rate of pay of £8.613 per hour + any expenses incurred. Advertisement to have closing date of 3rd May and interviews week commencing 5th May. Two volunteers needed for interview panel, suggest Cllr Pearce and Cllr Pope, as well as Cllr Waller.

Proposed: Cllr Waller, All in favour.

Resolved: Clerk to type an advertisement for the position with closing date of 3rd May and interview panel as suggested above.

Cllr Pearce asked if she could advertise the position on social media sites?

Proposed: Cllr Pearce, Seconded Cllr Gill, All in favour.

Resolved: To place job advertisement on Social Media sites.

Cllr Waller asked Councillors if they would agree to appointing a new Clerk from the 18th May, and as the current Clerk finishes employment on the 31st May, if they would consider paying both Clerks for that handover period.

Proposed: Cllr Waller, All in favour.

Resolved: To pay both Clerks for working the period 18th May – 31st May 2015 during that handover period at the current rate of £8.613 per hour for 15 hours per week (plus normal expenses incurred by the current Clerk).

15/58. Minutes



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15/58.1 – to resolve that the minutes of the meeting of the council held on Wednesday 18th March 2015 be signed as a correct record.

Proposed: Cllr Pope, Seconded: Cllr Gill.

Resolved: that the minutes of the meeting of the Council held on Wednesday 18th March 2015 be signed as a correct record.

15/59. To receive information on ongoing issues and decide further action where Necessary.

15.59.1 – To update Council with reply from Environmental Health Officer regarding noise from Tockwith Multi Drive Centre.

Clerk informed Council of the letter she had received from Alison Tierney, Environmental Health Officer, regarding the closing of the complaints for 2014. The letter advises the Council that she would continue to log complaints and respond appropriately if a resident contacts her with a complaint and that she will take whatever appropriate action is necessary at the time.

15/60. Report by County & District Councillor

Cllr Savage unexpectedly had to leave the meeting due to personal circumstances. Cllr Waller advised that there was nothing further to add since March's meeting.

15/61. Public Questions, Comments or Representations

Jacqui Marsden of the Cowthorpe Community Forum raised the question of Commuted Sums in 2007. She asked where is the £456 for Hunsingore Woods?, and £4946 in 2007 which Mr Newis gave?. £4243 has been allocated and spent by Hunsingore VH. The matter was discussed by Councillors.

15/62. Police Matters

This matter was discussed at the start of the meeting.

15/63. Village Hall – to receive a report from VHMC representative.

Cllr Pope informed Council that HBC have stopped recycling brown cardboard, as that paper plant has now closed, and the remaining plants will not take cardboard. Brown cardboard has been left at the VH bins and needs collecting. New signs to go up at the VH bins. Recycling is now to be taken to Stonefall in Harrogate, or put in normal waste. It was suggested this information be placed in the Parish Magazine.

Proposer: Cllr Pope, All in favour.

Resolved: For Cllr Pope to organise with HBC getting the brown cardboard removed from the bins. Cllr Waller to place this new information in the Parish Magazine to make all residents aware.



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15/64. Planning Applications – to decide planning responses from the Parish Council.

15/64.1 Reference Minute 15/47.1 Revised Application - Erection of detached dwelling and garage and formation of hardstanding (site area 0.07ha). App No: 15/00705/FUL – **Land Adj to Rose Cottage, Kendal Lane** (deadline extended to 16th April 2015)

Council looked at the revised plans and came to the decision that previous comments regarding the objection to the plans still apply. (These are listed below).

The grounds are as follows: Outside the development limit of the village. Prominent position that would extend built view from the approach to the village. Detrimental to the rural character of the area. Destroys the openness of the countryside, urbanification of a rural view from Marston Road. Highways issues with the use of Kendal Lane conflict with other users vehicular, pedestrian and equestrian. Significant recent increase in traffic due to new livery. Drainage issues foul and surface water. Design of house, too high, of urban style, not sympathetic to location and adjacent properties. Should respect the scale, proportions and height of neighbouring properties. Site not in a sustainable position, lack of buses in Tockwith requiring car use and the distance to local facilities. Development would set a precedent for other sites closer to the village. Site on historic battlefield. Inaccuracy of plans – two east elevations

Proposed: Cllr Waller, All in favour.

Resolved: Option B to object to application.

15/64.2 Environmental Impact Assessment Screening Opinion for a residential development App No: 15/01457/SCREEN at Scrubland and Disused Runway at 446456 451983 **Southfield Lane** (deadline 22nd April 2015)

Proposed: Cllr Waller, All in favour.

Resolved: Option A The Parish Council has no objections.

15/64.3 – Erection of 2 dwellings and 2 detached garages with formation of hardstanding to create new access (site area 0.26 ha) (Revised scheme) – Acorn House, War Field Lane, Cowthorpe (deadline extended until 15th April 2015).

Cllr Pope informed Council of a letter received from a resident stating that he wished for the first 2 dwellings that are partially built on the site of the old parish rooms be completed either before or during the construction of the 2 new houses. Cllr Pope added that the blind bend is an issue which should be highlighted – possibly a mirror showing vehicles coming would help. Also, the need to address the issue of sewage capacity in the village.



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Proposed: Cllr Pope, All in favour.

Resolved: Option C The Parish Council does not object to or support the application but wishes to make comments or seek safeguards as set out above.

15/64.3 – Erection of detached garage and installation of oil tank (revised scheme)
App No: 15/01282/FUL – **Wilstrop Grange Cottage, Moor Lane, Wilstrop** (deadline 15th April 2015).

Proposer: Cllr Pope, All in favour.

Resolved: Option A The Parish Council has no objections.

15/65. Planning Responses/Enforcement - to receive the following planning Information/decisions.

15/65.1 To receive a Presentation from Lonsdale Development/QUOD/Evans Property Management regarding their proposal to build new homes on the Disused Airfield site on Southfield Lane, Tockwith.

This matter was brought forward and the comments of which are documented earlier in these minutes.

15/65.2 App No: 6.124.408.D.TPO – Crown thinning (5%) and lateral reduction (2m) of 1 Ash Tree T2 of TPO 19/2004 – 40 Marston Rd, Tockwith – **Granted** – subject to conditions.

15/65.3 App No: 6.124.297.A.FUL – Erection of Memorial Monument – Land Adj to 44 and 46 Marston Road, Tockwith – **Granted** – subject to conditions :- 1) shall be begun on or before 30.03.18, shall be carried out in strict accordance with details contained within application form, submission and approval by Planning Authority for sample of type, colour, coursing and size of bricks and coping stones, mortar and metal used.

15/66. Matters requested by Councillors

15/66.1 Cllr Gill to update Council regarding Tockwith Community Responder Scheme.

Cllr Gill informed Council that 6 volunteers have completed their training. Final training course is on the 12/5/15. Cllr Dyason's wife Dawn is to take photographs of this.

15/66.2 Cllr Wilson to update Council regarding local residents using the Household Waste Recycling Site – Thorp Arch.



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Cllr Wilson informed Council that Tockwith Residents can use the Thorp Arch site, and that we are just waiting for clarification and confirmation of this.

Resolved: to await confirmation of this.

15/66.3 Cllr Pearce to update Council regarding the WREN grant application.

Cllr Pearce informed Council that there has been a discrepancy with the figures, Margaret has re-checked these and they now add up. Margaret now needs confirmation from the PC that the PC will pay the 11% difference.

Proposed: Cllr Waller, All in favour.

Resolved: Clerk to type letter confirming that PC will pay the 11% difference and pass this to Margaret Dalgleish.

15/66.4 To discuss any green areas which the Parish would like protecting – Cllr Pope.

Due to time constraints, this matter was pushed back to next month's Council meeting.

Proposed: Cllr Waller, All in favour.

Resolved: that this matter be pushed over to May's meeting.

15/67. Clerks update and received Correspondence - *To receive updates and decide further action for the following items;*

15/67.1 Relevant received correspondence in addition to email.

- Viking Direct brochure
- SLCC brochure
- Invitation from St Leonards Hospice in York to a service at York Minster on 7 June 2015 at 4pm.
- Phone call / email from Mrs Mnabu regarding Erection of a bench in Tockwith village in memory of her relatives at a cost paid for by the Mnabu family. Council to discuss bench and location.
- Mrs Roberts verbal request for consideration to be given for more land to be freed up for allotments in the village.
 - Due to time constraints, this matter has been pushed back to next month's meeting.

Proposed: Cllr Waller, All in favour.

Resolved: that this matter be pushed over to May's meeting.

- NYCC Changes to Highways Grass Cutting Service Response Proforma



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- Allotment Rents received so far total £152.42, still outstanding £90.00.
- Church Row Allotment Tenant Request to remove gate and reinstate fencing between Church Row Allotment and Tockwith Church, and to erect fencing down one side of allotment to better define boundary.
The Council confirmed that they wish for the fencing to be the same height as other fencing in the allotment. Council were happy to agree for the fence to be reinstated where the gate was.
Proposed: Cllr Pearce, All in favour.
Resolved: The fence be re-instated between Church Row allotments and Tockwith Church to stop people from using the allotments as a cut-through. That fencing can be placed around the allotment plot with a gate for access to their plot only. The path in between the two plots to remain neutral ground.
- Bridal Path Allotment Tenant Request Letter to erect a shed size 6' x 4' pitched roof on a base of slabs in a convenient location on Plot 2B.
- Pensions Regulator Letter – Nominate contact(s)
Proposed: Cllr Waller, Seconded Cllr Dyason.
Resolved: that the nominated contact for Pensions be the Parish Clerk and Chairman.
- Cash Received in the sum of £38.40 for the Wheelie Bin Sticker Scheme
- Cheque Received in the sum of £234.83 from HBC for Grounds Maintenance grant 2014 reference 4625479.

15/68. Accounts – to pay/ratify invoices received, bank balances and receipt of payments.

15/68.1 To approve payment of Clerks salary and expenses

Proposed: Cllr Waller, Seconded Cllr Pearce.

Resolved: To pay Clerk's salary and expenses.

15/68.2 To approve expenses for the sum of £18.03 paid to Mrs Dalglish which she incurred completing the WREN grant application for the Village Hall remedial works.

Proposed: Cllr Pearce, Seconded Cllr Pope.

Resolved: To pay Margaret Dalglish the sum of £18.03 for expenses incurred.

15/68.3 To receive and approve this month's bank reconciliation

Proposed: Cllr Waller, Seconded Cllr Pope.

Resolved: that the bank reconciliation be approved for this month.

15/68.4 To receive and approve this month's spend against budget report.

Proposed: Cllr Waller, Seconded Cllr Pope.

Resolved: that the spend against budget report be approved for this month.

15/68.5 To consider all applications for Section 137 payments and approve payment of these. Applications have been received from the following organisations:



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- Tockwith Church for the sum of £750 to cover the maintenance of the church grounds, and for the sum of £250 to fund purchasing new equipment, and craft items for the youth club/messy church group.
- Tockwith Sportsfield Trust for the sum of £500 to fund the resurfacing of the car park area.
- Hunsingore Church for the sum of at least £150 for the maintenance and upkeep of the churchyard of St Michael and All Angels in Cowthorpe.
- Tockwith Players for the sum of £250 for the labour costs of laying flags to the front of the storage facility to protect the soft landscaping of the VH garden area.
- Tockwith Village Hall for the sum of £300 in order to purchase lightweight tables, and to discuss and approve a sum towards the VH Insurance (annual renewal figure to be confirmed by Clerk at the May PC meeting).
- Tockwith Junior Football Club for the sum of £500 to fund the purchase of a set of mobile goal posts for use on the Community Field.
- Tockwith Show for the sum of £250 to aid funding the show to be held on the 2nd August 2015

The Council considered all the grants for this year and were happy to approve all the grants and amounts asked for.

Proposed: Cllr Pope, Seconded Cllr Dyason.

Resolved: that all the grants be approved for the sums asked of above, with regards to Hunsingore Church this was for the sum of £150.

Cllr Pope asked if the budget for the coming year could be changed. He would like to reduce the budget under the heading 'Professional Fees' from £1250 to £650 and then put this same amount of £600 under the heading 'Village Hall Insurance'.

Proposed: Cllr Pope, Seconded Cllr Dyason.

Resolved: Clerk to check that it is possible to change the terms of the budget for the financial year 2015-2016 in this way, and if so, to reduce the amount listed under Professional Fees by £600 and replace this under the heading of Village Hall Insurance with the same amount.

15/68.6 To approve the Annual Return and Variance Explanation Sheet in preparation for the internal auditor.

Proposed: Cllr Waller, Seconded Cllr Pope.

Resolved: that the Annual Return and Variance Explanation Sheet be approved in preparation for the internal auditor.

15/68.7 To discuss and approve annual subscription for YLCA membership at a cost of £389.00.

Proposed: Cllr Wilson, Seconded Cllr Pearce.

Resolved: to renew our annual subscription for YLCA at a cost of £389.00.

15/69. Information Exchange by Councillors – To pass on any relevant information for



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potential consideration at a future date.

None

15/70. Date of Next Meeting – Wednesday 20th May 2015 at 7.30pm. (AGM at 7.00pm).

Claire Porter Claire Porter

14/05/2015