



**Tockwith with Wilstrop Parish Council**  
**North Yorkshire**

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**MEETING OF TOCKWITH with WILSTROP PARISH COUNCIL**  
**WEDNESDAY 21 SEPTEMBER 2016 7.30PM**  
**AT TOCKWITH CHURCH**

**MINUTES**

**PRESENT: -** Councillors: Mr. N Waller (Chairman) Mr K Pope, Mrs J Marsden, Mr D Tanner, Mr A Warneken, Mrs A Wilson.

**ALSO PRESENT: -** Clerk: Ms Joy Richardson.  
District Councillor: Tim Myatt

**MEMBERS OF THE PUBLIC: -** 4

**16/330 APOLOGIES**

Apologies received from Cllr. Corbett for late arrival. County Cllr Savage unable to attend.

**16/331 DECLARATIONS OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS**

No declarations of interest.

**The Chairman welcomed the new Parish Clerk to her first meeting and all Councillors introduced themselves.**

**16/332 WELCOME NEW CLERK**

**16/332.1** Introduction by the clerk to full council.

**16/332.2** Clerk's Report: - A new lead administrator was required for the Wren Community Action Fund.  
Cllr. Waller proposed Cllr. Pope take over this role. Seconded by Cllr. Marsden.

**RESOLVED: Cllr. Pope agreed to be the lead administrator for the Wren Community Action Fund.**

**16/333 PARISH COUNCIL VACANCIES**

**16/333.1** No applicants for the Wilstrop vacancy. This can now be filled by parishioners from Cowthorpe or Tockwith.

**16/333.2** Approval has been received to Co-opt the Tockwith Vacancy which became vacant following the Resignation of Cllr. Dyason.

**STANDING ORDERS WERE SUSPENDED.**

**16/333.3** Councillor Co-option: Applicant Mr Allan Robinson spoke of his reasons for wishing to be Co-opted onto the Parish Council.

**STANDING ORDERS RESUMED.**

Cllr. Waller proposed that Mr Robinson be Co-opted onto the Parish Council. Seconded by Cllr Pope.

**RESOLVED: Mr Allan Robinson be Co-opted to serve as a Parish Councillor for Tockwith with Wilstrop Parish Council. Full Council agreed.**

Mr Robinson signed his Acceptance of Office and joined the Parish Council for the remainder of the meeting.

Adopted by: Keith a Pope (Chairman)

Date: 19 Oct 16 Page 1.

**16/334 MINUTES**

- 16/334.1 RESOLVED:** The amended minutes of the Ordinary meeting of the Council held on 15th June 2016 were a correct record. The minutes were duly signed by the Chairman.
- 16/334.2 RESOLVED:** The minutes of the Ordinary meeting of the Council held on 20th July 2016 were a correct record. The minutes were duly signed by the Chairman.
- 16/334.3 RESOLVED:** The minutes of the Extraordinary Meeting of the Council held on 24th August 2016 were a correct record. The minutes were duly signed by the Chairman.

The Chairman thanked Cllr. Marsden for acting as note taker for the previous meetings in the absence of a Clerk. Details recorded admirably.

**16/335 INFORMATION ON ONGOING ISSUES**

- 16/335.1** Cllr. Wilson updated Full Council in relation to the matters raised with Harrogate Borough Council planning enforcement for Tockwith Airfield. Correspondence was still ongoing with the relevant authorities. Discussion took place regarding a new application by Suttle Transport to increase the number of vehicles operating at Tockwith Airfield, which had been brought to the notice of the Parish Council. Full council **RESOLVED: Clerk to write to James Cullen, Planning Enforcement Officer to raise the following issues: 1. Use of Bus Depot site by Suttle Transport. 2. Operating hours plus noise 3. Siting of Storage containers. 4. Application to increase vehicles operating for Suttle Transport.**  
Discussion continued regarding the Control Tower at the Airfield. Planning application withdrawn, yet building already in place. Full Council **RESOLVED: Clerk to write to James Cullen, Planning Enforcement Officer to request he investigate a possible breach of planning.**
- 16/335.2** No updates received from Area6 Highways. Discussion took place regarding outstanding works/repairs. Full Council **RESOLVED: Clerk to contact Area6 and request an update and timescales for all outstanding work/repairs.**
- 16/335.3** Attendance by Ian Speirs, Emergency Planning Officer postponed until November meeting, when a test run/exercise of the Resilience Plan to be considered.  
Only 4 key holders required for the Resilience Plan. **Cllr. Pope to Action.**
- 16/335.4** Kathy Stevenson, Flood Risk Management Project Engineer had confirmed by letter the investigations carried out by HBC and NYCC regarding surface water flows at the times of heavy rainfall in the New Road area of Tockwith. It is her opinion that works carried out and property level resilience measures taken out by a resident at 103 New Row, Marston Road, Tockwith have greatly reduced the flood risk to this property.  
Cllr. Waller had requested an update from Yorkshire Water regarding outstanding repairs.  
**Action: Clerk to contact Matt Dawson, Area Case Coordinator. YW.**  
Cllr. Robinson gave an account of Flooding matters related to Prince Rupert's Drive.  
**Action: Clerk to request an update from Kathy Stevenson.**
- 16/335.5** Chairman and Vice Chair had updated the Bank Mandate to remove a signatory and change the Clerks details. **Noted.**
- 16/335.6** Quotation received for felling the vandalised tree in Westfield Green. **Action: Clerk to obtain 2 more Quotations.**

**16/336 REPORTS FROM COUNTY & DISTRICT COUNCILLORS**

- 16/336.1** County Cllr. Savage not present.
- 16/336.2** District Cllr. Myatt reported as follows:

**SHELAA Sites and the Local Plan:**

Expected that the sites recommended by officer to be included in Local plan consultation will be released for public viewing on 27 September. Poor consultation responses in the past, and criticism of the council from these, the council is expecting to have 3-weeks of pre-consultation engagement. This is likely to include press releases and a question and answer session. The plan will need to pass a full vote of council and be cleared by the Planning Inspectorate.

Adopted:.....*Keith a Pope*.....(Chairman)

Date:.....*19 Oct 16*.....

**Other matters:**

Harrogate Borough Council has applied to host the UCI Road Racing Championships in 2019. Estimated TdF brought £19.8m into local economy and would be hoping for something similar. The winning bid will be announced in Mid-October.

**Council Meeting:**

An extraordinary council meeting was held last week where a preferred bidder was selected for the Harrogate council offices. This is part of the office relocation expected to save £1million a year.

**Julia Mulligan to appear before Overview & Scrutiny:**

I am happy to discuss any issues which councillors would like to raise with Mrs. Mulligan.

**STANDING ORDERS SUSPENDED**

**16/337 PUBLIC QUESTIONS, COMMENTS OR REPRESENTATIONS**

No Comments or questions.

**RESUME STANDING ORDERS**

**16/338 POLICE MATTERS**

**16/338.1** Police had sent information regarding Rogue Traders. Advice to public is to always check the credentials of any callers.

**16/338.2** Adequate number of volunteers had come forward for the Community Speed Watch. A lead resident was required. Cllr Pope volunteered to take on this role. **RESOLVED: To proceed with the Community Speed Watch and send registration form to the CSW team at North Yorkshire Police.**

**16/339 VILLAGE HALL**

**16/339.1** Council received the following report:

Open Day resulted in new residents attending. An event of quality rather than quantity.

Evening of Entertainment was very well attended.

Work has been carried out on the damp, however now found in other areas. Workman organised to look into this.

Decorating has been carried out along the corridors.

A self-assessment of risk report carried out and the VHMC would like to raise the limit for people from 100 to 120. Parish Council agreed they would like to see a copy of this report. **Action: Clerk to confirm with Insurance provider.**

Cllr. Pope advised the event of 23/09/16 had been cancelled.

**PLANNING:**

**16/340 PLANNING ENFORCEMENT**

**16/340.1 15/00102/NENFNO 13/00434/PR** Former Agricultural Building Tockwith Airfield. **APPEAL DISMISSED.**

**16/340.2 16/00410/PR15** Manor Farm Cottage, erection of lean conservatory. Planning Officer. Mr C Keddle confirms owners have been informed that the conservatory must be removed. **Council will monitor.**

**16/341 PLANNING APPLICATIONS**

**16/341.1 16/02806/FUL** Southfield Lodge, Rudgate, Tockwith. Conversion of building to form ground floor tea room and first floor office, new access and car parking. Council discussed the implications of this application. **RESOLVED: To support.**

**16/341.2 16/03622/CLEUD** Lawful development Certificate Amblers Farm, Whinnythwaite Lane, Tockwith. Cllr. Pope confirmed, recorded lawfully as a garden. **RESOLVED: Parish Council has no comments to make.**

**16/342 PLANNING DECISIONS**

**16/342.1 16/03008/FUL 1** Goosemoor Cottages, Cowthorpe. **REFUSED. Noted**

Adopted:..... *Kevith a Pope* .....(Chairman)

Date:..... *19 Oct 16* .....

Cllr. Corbett arrived and joined the meeting.

**16/343 HARROGATE BOROUGH COUNCIL LDP and SHELAA sites.**

16/343.1 Lengthy discussion took place between Parish Councillor's and District Councillor Myatt. Parish Council and residents will be invited to comment. The Plan is something to work with. Chairman proposed that the Parish Council hold a Public Meeting following the release of the consultation document.  
**RESOLVED: To hold a Public Meeting before the November Parish Council meeting.**

**16/344 MATTERS REQUESTED BY COUNCILLORS**

16/344.1 Quotations obtained for work to fence at churchyard extension/Church Row Allotments.

Cllr. Waller proposed to make an application to Commuted Sums for this work to be carried out.

Cllr. Marsden seconded. **RESOLVED: To accept the quotation of £200. Clerk to make application.**

16/344.2 Quotations obtained for work to repair the Village Hall Car Park. Causing concern of safety.

Cllr. Pope proposed Council accept the lowest quote and to make application to Commuted Sums.

Cllr. Waller seconded. Cllr. Warneken requested Contractor re quote to carry out work at the higher specification offered by another contractor. **RESOLVED: To make application to Commuted Sums and accept lowest quotation, if work carried out at higher specification. Clerk to Action following receipt of new quotation.**

16/344.3 The Grant Application process was discussed. It was agreed that Notices would be displayed on the village boards and the website clarifying the application process. The date when all applications must be with the Clerk would be clearly shown and no late applications would be accepted.

**Action: Cllr. Waller to produce Notices in liaison with the Clerk.**

**16/345 BANK STATEMENTS AND ACCOUNT RECONCILIATION**

16/345.1 Bank Statements Noted & Agreed.

16/345.2 Bank Reconciliation Noted & Agreed.

16/345.3 Actuals v's Budget Noted & Agreed.

**16/346 PAYMENTS**

16/346.1 Clerk Salary 12 to 25 September 16 £276.30

HMRC PAYE £ 42.60

Full Council agreed payments.

**16/347 HBC PARISH COUNCIL CONSULTATION MEETING 24 OCTOBER 2016**

16/347.1 Cllr. Waller to attend. Discussion regarding questions to be put forward for this meeting took place.

Cllr. Waller to advise Clerk before the deadline of 7 October 2016.

**16/348 HBC BUDGET CONSULTATION 2017-2018**

16/348.1 Action: Cllr. Waller to complete questionnaire.

**16/349 INFORMATION EXCHANGE BY COUNCILLORS**

16/349.1 Cllr. Warneken requested the matter of discussing a possible Fracking Policy be put onto a future agenda.

**16/350 MINUTES EXEMPT MEETINGS**

16/350.1 **RESOLVED:** The minutes of the exempt meeting held on 20th July 2016 were a correct record.

The minutes were duly signed by the Chairman.

16/351 **16/351.1 RESOLVED:** The minutes of the exempt meeting held on 24th August 2016 were a correct record.

The minutes were duly signed by the Chairman.

**16/352 DATE OF NEXT MEETING**

16/352.1 The next meeting of the Council will be held on 19th October 2016, 7.30pm at Tockwith Church.

**MEETING CLOSED AT 9.50PM**

Adopted:.....*Kevith a Pope*.....(Chairman)

Date:.....*19 Oct 16*.....

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