



**Tockwith with Wilstrop Parish Council  
North Yorkshire**

Chairman – Cllr N R Waller  
Holmedale 3 Kendal Gardens  
Tockwith  
York  
North Yorkshire  
YO26 7QR  
Tel: 01423 358588  
e-mail: [nr.waller@btinternet.com](mailto:nr.waller@btinternet.com)

Parish Clerk – Ms Joy Richardson  
2 Station Court  
Tollerton  
York  
North Yorkshire  
YO61 1RH  
Tel : 07929 372352  
email: [parish.clerk@tockwith.gov.uk](mailto:parish.clerk@tockwith.gov.uk)

[www.tockwith.gov.uk](http://www.tockwith.gov.uk)

**TOCKWITH WITH WILSTROP PARISH COUNCIL  
MINUTES OF THE MEETING  
HELD ON 15TH MARCH 2017, 7.30PM AT TOCKWITH CHURCH**

**PRESENT:** Councillors: Mr N Waller (Chairman), Mr K Pope, Mr A Warneken,  
Mrs J Marsden, Mrs S Corbett. Mr D Tanner arrived at 7.45pm.

**ALSO PRESENT:** Clerk: Ms Joy Richardson

**MEMBERS OF THE PUBLIC:** 1

**17/47 APOLOGIES FOR ABSENCE**

Apologies received from Cllr. Robinson, Cllr Myatt and Cllr. Paraskos.  
Cllr. Tanner advised of late arrival.

**17/48 DECLARATIONS OF DISCLOSABLE PERCUINIARY AND OTHER INTERESTS**

No declarations of interest received.

**17/49 COUNCILLOR RESIGNATION**

17.49.1 The resignation of Mrs Angela Wilson had been received and was duly recorded.  
17.49.2 Chairman requested thanks from Council be recorded for the work Mrs Wilson had undertaken as a Cllr.  
17.49.3 Clerk had advised the elections office and the Notice of Vacancy had been posted.

**17/50 MINUTES**

17/50.1 The minutes of the meeting held on 15th February 2017 were agreed and signed by the Chairman.

**17/51 CLERKS REPORT**

17.51.1 Details of grants available relating to the Tour de Yorkshire were discussed.  
17.51.2 Correspondence from a resident reference the Ash Tree at Westfield Green was discussed.  
17.51.3 Progress with Cilca qualification updated.  
17.51.4 Clerks request to carry forward outstanding holidays was agreed by Full Council.  
17.51.5 Clerks holidays for the 2017/18 year agreed with Chairman were advised.

**17/52 COUNTY & DISTRICT COUNCILLORS REPORTS**

17.52.1 Cllr. Myatt sent the following information: Nothing major, budget had now been settled. HBC have been asked to ensure they monitor the Linden Homes Development No further developments regarding the proposed villages.  
17.52.2 County Cllr not present.

**17/53 PUBLIC OPEN FORUM**

17.53.1 No matters raised.

Agreed:.....N.R.Waller..... (Chairman)

Date:.....19/4/17.....

**17/54 POLICE MATTERS**

- 17.54.1 February crime report had been circulated and contents noted.
- 17.54.2 Chairman had contacted community police reference incidents of substance abuse at the Sportsfield Trust car park.
- 17.54.3 The Community Speed Watch continues and a vehicle travelling at 53 mph had been recorded.
- 17.54.4 Cllr Marsden confirmed the monitoring box had been in place for 2 weeks at Cowthorpe. Reports from this had not yet been received.

**17/55 VILLAGE HALL**

- 17.55.1 Council received the following report: -
    - NY Fire and Rescue had carried out safety checks - recommended Fire Risk Assessment annually.
    - Chubb - current systems acceptable.
    - VHMC to source other contractor for Fire Safety Equipment - Cllr. Warneken gave a recommendation.
    - Parish Council given a copy of the letter from NY Fire & Rescue. Some inaccuracies in the letter i.e. date etc. Visit took place on 6th March 2017. Clerk to request letter be resent with correct information.
    - The visit itself had been very good, comprised of:
      - All questions answered.
      - No major repairs required.
      - Hatch acceptable, should be locked.
      - Monthly fire alarm test demonstrated.
      - Check with Insurers if manual Fire Alarm is acceptable. (Checked and confirmed this was acceptable).
      - Panel does not have to be changed.
    - All regular groups using hall must carry out a fire drill.
    - All groups had been notified.
    - Wiring may need to be checked. Cllr. Pope to deal with this.
    - VHMC currently working hard with preparations for the May Fair on 6th.
    - Confirmed the VHMC AGM is the 2nd Wednesday in May (10th) PC to be invited.
- Chairman expressed the thanks of full council for all of the hard work done by the VHMC.

**17/56 PLAY AREAS/OPEN SPACES**

- 17.56.1 Cllr Tanner updates full council regarding his application to Tesco Bags for help scheme. Currently taking place at Tesco stores and at this time going well. Cllr. Tanner attended the Sportsfield Trust meeting and received some positive comments. There were some concerns relating to the siting of the equipment, questions about insurance etc. Estimated total cost for 6 pieces of equipment £8000.

**17/57 TOCKWITH AIRFIELD**

- 17.57.1 Lengthy discussion took place regarding further correspondence from a resident and HBC planning enforcement. Council agreed that now only hard evidence supplied to the enforcement team at HBC could move this matter forward. Residents would need to supply photographs of unlawful activity or recording of the noise which was having a detrimental impact on their lives.

**17/58 LINDEN HOMES SOUTHFIELD LANE**

- 17.58.1 This building work has now commenced, Chairman feels it is now important to work with Linden Homes as the development will take up to 3 years to complete. A meeting has been arranged with representatives of Linden for Monday 20th March 2017, in order that Developers and Council can work together for the benefit of the community. Chairman and Clerk will represent the Council. Mr Justin Reeve will represent the school. A programme/timetable for the building will be requested.

Agreed:.....M.R. Waller..... (Chairman)

Date:.....19/4/17.....

The deterioration of Southfield Lane was discussed and council are concerned that this will deteriorate further with the extra amount of vehicles to and from the site. **Action: Clerk to report the condition of the road to highways.**

**17/59 PLANNING APPLICATIONS**

17.59.1 13.1 17/00227/FUL Demolition of workshop and erection of single dwelling, formation of hardstanding, associated landscaping and bin store, installation of gates and erection of fences. Land North of Acorn House, Oak Road, Cowthorpe.  
Thorough discussion took place. Proposal for full council to support this application. **RESOLUTION** by a majority vote of 5 for and 1 against the **Parish Council support the application.** Cllr Pope requested that it be recorded within the minutes that he had voted against supporting the application.

**17/60 PLANNING DECISIONS & ENFORCEMENT NOTICES**

17.60.1 **16/00092/HOUSER** Erection of single storey and two storey extensions. 1 Goosemoor Cottage, War Field Lane, Cowthorpe. **PART ALLOWED/PART DISMISSED. Noted.**  
17.60.2 **16/05220/REM** The Paddock Kendal Lane Tockwith York North Yorkshire YO26 7QN APPROVED. Subject to conditions. **Noted.**

**17/61 PARISH ASSEMBLY**

17.61.1 Chairman has called a Parish Assembly (Annual Parish Meeting) for Wednesday 19th April, 7.00pm at Tockwith Church.  
17.61.2 Clerk to send invitation to all community groups and organisations.

**17/62 POLICIES**

17.62.1 Document Retention Policy reviewed and **adopted.**  
17.62.2 Information available from TwWPC under the model publication scheme reviewed and **adopted.**  
17.62.3 Data Protection Policy **adopted.**  
17.62.4 Clerk advised Council of updates for policies taking place on the Council website.

**17/63 MATTERS REQUESTED BY COUNCILLORS**

17.63.1 Cllr Marsden proposed that the Appraisal Policy be cancelled and a Performance Management Schedule be adopted. **Full Council agreed. Action: Clerk to update/amend all documents.**

**17/64 ALLOTMENTS**

17.64.1 Tenancy agreements reviewed. **Council agreed no changes at this time.**  
17.64.2 Request to site a Bee Hive on an allotment plot was discussed at length. **Full Council agreed to allow the siting of the Hive with the condition that the owner became a member of Defra.**

**17/65 FINANCIAL REPORTS**

17.65.1 Bank Statements and Balances as at 28th February 2017. **Agreed.**  
17.65.2 Bank Reconciliation as at 28th February 2017. **Agreed.**  
17.65.3 Actuals v's Budget as at 28th February 2017. **Agreed.**  
17.65.4 Correspondence from HBC reference Parish Council Grass Cutting Grant was **Noted.**  
17.65.5 Details of the expenditure limit for S137 grants for the financial year 2017/18 were **Noted.**  
17.65.6 Vat reclaim details for period ending 31st March 2017. **Noted.**

**17/66 PAYMENTS**

17.66.1 The following payments:

Clerks Salary 26 Feb 2017 to 25 March 2017	£690.95
HMRC PAYE 26 Feb 2017 to 25 March 2017	£ 65.13
Office Expenses Feb to March 2017	£ 3.50
*Replacement cheque for Church Rear grounds maintenance:	£256.00

were **Agreed.**

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Agreed:.....*N.R. Waller*..... (Chairman)

Date:.....*19/4/17*.....

**17/67 PARISH COUNCILLORS REPORTS/INFORMATION EXCHANGE**

17.67.1 No reports.

**17/68 CORRESPONDENCE (Non agenda items)**

Wetherby Lions Cycle Race (Circulated 16/02/2017)

Rural Services Network. Weekly Digest. (Circulated 20/02/2017)

RAF Linton On Ouse, Night Flying March 2017. (Circulated 20/02/2017)

Knaresborough Safer Neighbourhood Meeting/agenda. (Circulated 20/02/2017)

Neighbourhood Plans update from the YLCA. (Circulated 27/02/2017)

Rural Services Network, weekly digest news. (Circulated 27/02/2017)

Wheelie Bin Speed Awareness Stickers Sales. (Circulated to Chairman 01/03/2017)

Rural Services Network. Weekly Digest. (Circulated 6/03/2017)

Outdoor Gym Equipment Poster from Cllr. Tanner. (Information put onto website 07/03/2017)

All noted.

**17/69 DATE OF NEXT MEETING**

17.69.1 Parish Assembly 19th April, 7.00pm 2017 at Tockwith Church.

17.69.2 Parish Council Meeting 19th April, 7.30pm 2017 at Tockwith Church.

**MEETING CLOSED 9.15PM**

Agreed:.....*N.R. Waller*..... (Chairman)

Date:.....*19/4/17*.....