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# Tockwith with Wilstrop Parish Council

## North Yorkshire

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

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**Draft Minutes of the Ordinary Meeting of Tockwith with Wilstrop Parish Council (TWWPC) held at 7pm on Monday 22 April 2024 at Tockwith Village Hall, 1 Marston Road, Tockwith, YO26 7PR.**

**To be approved at the ordinary meeting TWWPC on Thursday 30th May 2024**

**Present:** Cllr Arnold Warneken (Chairman), Cllr Alex Marsh, Cllr Simon Blake, Cllr Stuart McHenery, Cllr Kriston Wright, Cllr Helen Algar.

**Apologies:** Cllr Ed Harrison

**Guests:** None.

**In attendance:** Deborah Marshall, Clerk to the Parish Council.

Four members of the public were in attendance.

### DRAFT MINUTES

<b>215.</b>	<b><u>Apologies:</u></b>
i)	<b>To note any apologies received</b> Apologies had been received from Cllr Harrison.
ii)	<b>To approve any reasons for absence submitted for consideration</b> <b>RESOLVED:</b> That the reasons for absence submitted by Cllr Harrison be accepted.
<b>216.</b>	<b><u>To Note any Declarations of Interest:</u></b>
i)	<b>To note declarations of interests not already declared under members Code of Conduct or members register of Disclosable Pecuniary Interests (DPI) in the business to be transacted at this meeting</b> None.
ii)	<b>To approve any dispensation requests received</b> None.
<b>217.</b>	<b><u>Public Open Forum:</u></b> A member of the public thanked the Parish Council for obtaining answers from NYC to the questions he had raised regarding the H2S Transport Consultation.
<b>218.</b>	<b><u>County Councillor Reports:</u></b>
i)	<b>To receive reports from North Yorkshire County Councillors Warneken and Paraskos.</b>

	Cllr Paraskos was absent from the meeting. Cllr Warneken said the Call for Sites had launched for North Yorkshire. A meeting is being organised with the land owners and residents in Kirk Hammerton regarding the Skewkirk Bridge.		
<b>219.</b>	<b><u>Minutes:</u></b>		
i)	<b>To approve the minutes of the Ordinary Parish Council Meeting held 25 March 2024 as a true and accurate record of that meeting.</b>		
	<b>RESOLVED:</b> That the minutes of the Ordinary Parish Council meeting held 25 March 2024 be approved as a true and accurate record of that meeting.		
<b>220.</b>	<b><u>Finance:</u></b>		
i)	<b>To approve a bank reconciliation to 31/03/2024 (as evidenced by bank statement and ledger/cashbook).</b>		
	<b>RESOLVED:</b> That the bank reconciliation to 31/03/2024 be approved. The PC's bank balance as at 01/04/2024 is £80,914.35.		
ii)	<b>To note final receipts and payments against 2023-24 budget.</b>		
	<b>RESOLVED:</b> That the final receipts and payments against budget for 2023/2024 be noted.		
<b>221.</b>	<b><u>To approve payment of invoices as listed below:</u></b>		
	<b>Payee:</b>	<b>Description of goods/services:</b>	<b>Total Value:</b>
	Clerk/RFO	Salary & Expenses	£881.19
	Village Hall	Room Hire (Annual Cost)	£300.00
	Ainsty Drainage Board	Annual Drainage Rates	£15.63
	YLCA	Annual Subscription	£624.00
	Vision ICT	Annual email hosting	£168.00
	PWLB	Loan repayment	£3,791.93
	WEL Medical	Defib battery	£244.74
	<b>Receipts</b>		
	Lloyd's Bank	Bank Interest	£88.98
	<b>RESOLVED:</b> That the invoices noted above be paid in full with immediate effect.		
<b>222.</b>	<b><u>Tockwith Parish Council Administration and Governance:</u></b>		
i)	<b>To consider any requests for training</b>		
	Cllr Algar confirmed her attendance at the April 'Off to a flying start' training from YLCA at a cost of £70.20.		
	<b>RESOLVED:</b> That the cost of £70.20 be approved.		
ii)	<b>To consider the agenda for the Annual Parish Meeting on 9<sup>th</sup> May</b>		
	The draft agenda had been circulated prior to the meeting.		
	<b>RESOLVED:</b> That the agenda for the Annual Parish Meeting be approved.		
<b>223.</b>	<b><u>Planning:</u></b>		
i)	<b>To consider planning applications received</b>		
	ZC24/01133/FUL	Bluebell House, 20 Westfield Road	Proposed link extension to outbuilding to facilitate conversion

		to domestic use. Additional rooflights to outbuilding.
Cllr Wright had visited the property. The neighbour consultation had revealed no issues. It had been noted that the applicant had requested an exemption from a bat survey. This was queried by members of the PC as bats are known to be present on Westfield Road. It was recommended that a bat survey still be a requirement. It was noted that whilst this is an application to convert an existing outbuilding to create a link extension that a condition should be put in place to ensure the building cannot become a separate dwelling in the future.		
<b>RESOLVED:</b> That the PC have no objections but request that a bat survey be undertaken and a condition applied to ensure the building cannot become a separate dwelling in the future.		
ZC24/01178/FUL	Goosemoor Lodge, War Field Lane, Cowthorpe	Remodelling of existing house. Additional storey to dwellinghouse to create extra floor to existing bungalow. Addition of porch to the side elevation. Additional two storey extensions to front rear and side to square off house. Addition of dormers and fenestration alterations
Due to the late receipt of the above application, it was recommended that an extension be requested to allow time for the application be fully considered and to undertake a neighbour consultation.		
<b>RESOLVED:</b> That an extension until 31 <sup>st</sup> May be requested for the above application		
ZC24/01035/FUL	Barn End, Blind Lane	Extensions to dwelling known as Barn End, change of use of paddock land to extend domestic garden and construction of a double garage with new driveway to serve the property.
Cllr Wright had visited the property. There were no neighbouring properties with which to undertake a consultation. It was recommended that the PC has no objections.		
<b>RESOLVED:</b> That the PC has no objections to the above application.		
<b>ii) To note all planning decisions received</b>		
ZC24/00463/FUL	5 Fairfax Crescent	Construction of a single storey wrap around extension
<b>NYC Decision:</b> APPROVED subject to conditions		
ZC24/00577/FUL	The Brambles, Kendal Lane	Two storey and single storey rear extension
<b>NYC Decision:</b> APPROVED subject to conditions		
ZC24/01146/AMENDS	Cromwell House, 45 Marston Road	Non material amendments for an Ancillary outbuilding to main dwelling to accommodate caravan and garden maintenance equipment. Amendments to plan form and elevation treatment.
<b>NYC Decision:</b> APPROVED.		
ZC24/00073/FUL	Tockwith Sportsfield Trust Tockwith Lane	Conversion of existing tennis courts to form a multi-use games area (MUGA) with associated flood lighting, fencing and resurfacing
<b>NYC Decision:</b> APPROVED subject to conditions		
<b>RESOLVED:</b> That the above planning decisions be noted		

iii)	<b>To consider any planning enforcement related matters</b>
	<ul style="list-style-type: none"> <li>• Cllr Warneken advised the PC that there is an additional planning enforcement case at Broad Oaks Farm as a garage has been erected without consent</li> <li>• Cllr McHenery advised the PC that the shipping containers at Jodhpurs Riding School under enforcement case 24/00078/PR15 are temporary and will be leaving the site once filled. It was recommended that the PC continue to monitor the situation to ensure the containers do not return.</li> </ul>
	<b>RESOLVED:</b> That the above be noted.
iv)	<b>To consider any other planning matters</b>
	None.
<b>224.</b>	<b><u>Public Open Spaces</u></b>
i)	<b>To receive an update on the allotments</b>
	The Clerk confirmed that the annual allotment invoices were sent out at the beginning of April and that only two payments are outstanding. Correspondence is still being awaited from the organisers regarding the proposed shared community plot at Bridlepath.
ii)	<b>To consider the play area at Marston Road</b>
	Cllrs Warneken, McHenery and the Clerk met with Lee Jones of the S106 Team in April. Monies can now be released from the PRD site for new play equipment at Marston Road. It was recommended that three companies be contacted to submit ideas for the play area before a specification is drawn up. Cllr McHenery said that feedback should be used from the completed youth survey. The Clerk recommended Streetscape, Kompan and Wicksteed be approached to obtain initial ideas.
	<b>RESOLVED:</b> That the above companies be approached to come forward with ideas for the Marston Road play area.
<b>225.</b>	<b><u>Tockwith Village Hall:</u></b>
i)	<b>To receive a report from TWWPC representative on the Village Hall Management Committee (Cllr Blake)</b>
	Cllr Blake circulated a written report prior to the meeting. The current focus is the Village Hall extension. Lisa Bain is meeting potential contractors before the Committee meets again on 2 <sup>nd</sup> May to discuss the quotes.
ii)	<b>To consider a specification for the Village Hall car park and surrounding wall</b>
	Cllr Blake circulated a draft specification prior to the meeting. The car surface will be tarmac, with painted lines. The wall will be of brick construction standing at 1 metre with iron railings.
	<b>RESOLVED:</b> That the specification be approved.
<b>226.</b>	<b><u>Tockwith Sportsfield Trust:</u></b>
i)	<b>To nominate a PC representative for the Tockwith Sportsfield Trust</b>
	There were no volunteers. It was recommended that Cllr Harrison be asked if he would consider undertaking the role.
	<b>RESOLVED:</b> That Cllr Harrison be approached and for this to be reconsidered at the May PC meeting.
<b>227.</b>	<b><u>Future Footprints</u></b>

i)	<b>To receive a report from delegated Councillors Warneken and Marsh on the activities of the Climate Emergency Working Group (Future Footprints)</b>
	The group has not met since 29 <sup>th</sup> January. A new intended route for the electric supply for the EV Chargers had been received from BP Pulse and Cllr Marsh has provided the name and address of the person believed to own the land.
ii)	<b>To nominate a third PC representative for Future Footprints</b>
	Cllr Algar was proposed by Cllr Warneken, seconded by Cllr McHenry.
	<b>RESOLVED:</b> That Cllr Algar be the third PC representative for Future Footprints.
228.	<b><u>Tockwith Together</u></b>
i)	<b>To receive a report on the activities of Tockwith Together (Cllr McHenry)</b>
	<p>Cllr McHenry circulated a written report prior to the meeting.</p> <ul style="list-style-type: none"> <li>• The last meeting of TT was on 13 April. Next meeting will be on 11 May.</li> <li>• A Tockwith Together newsletter is being produced for the community</li> <li>• Community Information boards (aka Interpretation boards) design and content work continues. Target timeframe is next spring to allow time for research.</li> <li>• Analysis of the youth forum questionnaire is now complete. Play area most requested item is a zip-line. There is an interest in bug hotels and nature trails. Tockwith Sportsfield – there seems to be a lack of understanding as to the facilities available. There is interest in a youth forum and youth club.</li> <li>• The Community Bus Plan continues.</li> <li>• Production of the Community Plan document continues and will be ready to present to the PC in May.</li> <li>• A subgroup is now looking at local history and heritage following the emergence of some interesting books and documents. This is feeding into the interpretation boards.</li> <li>• Footpaths and cycleways continue to be an area of interest. The Skewkirk Bridge question has been followed up and some good documentation uncovered.</li> </ul>
	<b>RESOLVED:</b> That the report be welcomed.
ii)	<b>To receive the results from the Community Youth Survey</b>
	Cllr McHenry said the report was now available. Keep points raised are being used to formulate a response.
229.	<b><u>Highways &amp; Transport Matters</u></b>
i)	<b>To consider a response to the H2S Transport Consultation on NYC's Home to School Travel Policy</b>
	A pdf copy of the consultation had been circulated prior to the meeting. The questions are very much aimed at parents and are very specific. It was proposed that the PC use the feedback provided by parents in the parish to formulate a written response.
	<b>RESOLVED:</b> That feedback received from parents be used by the PC to formulate a response.
230.	<b><u>Correspondence</u></b>
i)	<b>To note list of correspondence received and circulated</b>
	<b>RESOLVED:</b> That the correspondence be noted.
231.	<b><u>Media/Press releases:</u></b>

i)	<b>To consider any matters for press release or community news.</b>
	Cllr Wright said he would prepare an article on the Marston Road play area for inclusion in the May edition of the Parish Newsletter. Cllr Blake said he would write an update on the Village Hall extension for inclusion in the June newsletter.
	<b>RESOLVED:</b> That the above items be included in community news.
<b>232.</b>	<b><u>Next Meeting</u></b>
i)	<b>To receive any items for consideration at the next meeting</b>
	<ul style="list-style-type: none"> <li>• Cllr Blake said he would progress the gateway signs with Highways now the 2024-25 financial year has commenced.</li> <li>• Cllr Algar asked about the presence of sewage in the dike on Westfield Road as this had been raised by a resident at the March meeting. The Clerk confirmed she had spoken to Ainsty Drainage Board and had been advised that sewage is discharged by YW into the watercourse when the foul / combined sewer becomes overwhelmed after heavy downpours. Pressure is being put on Yorkshire water to reduce pollution incidents into open watercourses but this can only be achieved with system upgrades or improvement. Cllr Warneken proposed that the PC draft a letter to Yorkshire Water to apply additional pressure for improvements in the Tockwith area.</li> </ul>
	<b>RESOLVED:</b> that the above items be included on the May agenda
ii)	<b>To confirm the date for the Annual Parish Council meeting on 30th May 2024</b>
	<b>RESOLVED:</b> That the Annual Parish Council meeting be held on 30 <sup>th</sup> May 2024
iii)	<b>To confirm the date of the Extra Ordinary meeting on 9<sup>th</sup> May 2024</b>
	<b>RESOLVED:</b> That the Extra Ordinary Meeting be held at 8pm on Thursday 9 <sup>th</sup> May following the Annual meeting of the Parish.
<b>233.</b>	<b><u>Parish Councillor Vacancies</u></b>
i)	<b>To consider candidates for co-option</b>
	NB: Members of the public may be excluded for the discussion of the above item.
	There were no candidates to consider for co-option.
	<b>With no further business the Chairman declared the meeting closed at 8.00pm.</b>

Signed \_\_\_\_\_ Date \_\_\_\_\_