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# Tockwith with Wilstrop Parish Council North Yorkshire

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Minutes of the Ordinary Meeting of Tockwith with Wilstrop Parish Council (TWWPC) held at 7pm on Thursday 29 September 2022 at Tockwith Bowls Club, Tockwith Sports Field, Tockwith Lane, York YO26 7PX.

**Present:** Councillor Arnold Warneken (Chairman), Councillor Sarah Pearce, Councillor Ray Clark, Councillor Stuart McHenry, Councillor Graeme McBride, Councillor Kriston Wright.

**Apologies:**, Councillor Simon Blake, Councillor Sue Corbett, Councillor Alex Marsh

**Guests:** None.

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

One member of the public was in attendance.

<b>88.</b>	<b><u>Apologies:</u></b>
<b>1.</b>	<b>To note any apologies received</b> <b>RESOLVED:</b> That apologies received from Councillors Corbett, Blake and Marsh be accepted.
<b>2.</b>	<b>To approve any reasons for absence submitted for consideration</b> <b>RESOLVED:</b> That the reasons for absence submitted by Councillors Corbett, Blake and Marsh be approved.
<b>89.</b>	<b><u>To Note any Declarations of Interest:</u></b>
<b>1.</b>	<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> Cllr Warneken asked for a dispensation on item 102.1 which relates the positioning of a VAS adjacent to his land.
<b>2.</b>	<b>To approve any dispensation requests received</b> <b>RESOLVED:</b> That the dispensation request be approved.
<b>90.</b>	<b>To consider any applicants for co-option.</b> No applications had been received.
<b>91.</b>	<b><u>Public Open Forum:</u></b> The member of the public had no issues to raise.

<b>92.</b>	<b><u>County and District Councillor Reports:</u></b>		
<b>1.</b>	<b>To receive reports from North Yorkshire County Councillors Warneken and Paraskos.</b>		
	Cllr Warneken reported ongoing teething problems with the local government devolution. Some transitions seem to have been made quite easily, but issues such as the standardisation of waste collections and recycling are proving more challenging. District Councils are also having to decide whether to introduce Parish and Town Councils where they do not currently exist, which will require the introduction of precepts. Harrogate and Scarborough are currently considering forming Town Councils and a survey has been released on which the public can provide their opinions on this and other matters. Cllr Warneken asked the Parish Councillors to promote the survey as much as possible in social media and local newsletters.		
<b>93.</b>	<b><u>Minutes:</u></b>		
<b>1.</b>	<b>To approve the minutes of the Ordinary Parish Council Meeting held 18th August 2022 as a true and accurate record of that meeting.</b>		
	<b>RESOLVED:</b> That the minutes of the ordinary meeting of Tockwith with Wilstrop Parish Council held 18 August 2022 be approved as a true and accurate record of that meeting.		
<b>2.</b>	<b>To approve the minutes of the Public Open Spaces and Allotments Committee of the Parish Council held on 2<sup>nd</sup> August 2022 as a true and accurate record of that meeting.</b>		
	<b>RESOLVED:</b> That the minutes of the Open Spaces and Allotments Committee of the Parish Council held on 2 <sup>nd</sup> August 2022 be approved as a true and accurate record of that meeting.		
<b>94.</b>	<b><u>Finance:</u></b>		
<b>1.</b>	<b>To approve a bank reconciliation to 31/08/2022 (as evidenced by bank statement and ledger/cashbook.</b>		
	<b>RESOLVED:</b> That the bank reconciliation to 31/08/ 2022 be approved. The PC's bank balance as at 31/08/2022 is £48,879.57.		
<b>2.</b>	<b>To note receipts and payments to date as against budget for 2022/23</b>		
	<b>RESOLVED:</b> That the receipts and payments to date as against budget for 2022/2023 be noted.		
<b>3.</b>	<b>To consider the payment of the invoice V1170 for Village Hall kitchen electrical works at £433.94 + VAT.</b>		
	The Clerk stated that the contractor had now been waiting since March for the payment of the invoice. The Parish Council considered the work to be part of the Village Hall's kitchen project and should therefore have been paid by the VHMC. As the contractor had waited so long, it was recommended that the invoice be paid, and the PC be reimbursed by the VHMC for the cost of the works.		
	<b>RESOLVED:</b> That the invoice be paid and reimbursement be made to the Parish Council by the VHMC.		
<b>4.</b>	<b>To consider the payment of the invoice for replacement light tube for the Village Hall from the annual safety check at £2.17 + VAT.</b>		
	<b>RESOLVED:</b> That this invoice be declined as the bulb is a consumable which should be paid for from Village Hall funds.		
<b>5.</b>	<b>To approve payment of invoices as listed below:</b>		
	<b>Payee:</b>	<b>Description of goods/services:</b>	<b>Total Value:</b>
	Clerk/RFO	Salary & Expenses	£801.98
	Tockwith Village Hall	Room Hire	£37.00
	Harrogate Borough Council	Village Hall wasp treatment	£61.80
	Brightpay	Payroll Software (annual fee)	£70.80

Andrew Scott Electrical Ltd	Electrical work to new village hall kitchen	£520.73
YLCA	Councillor Training	£66.80
YLCA	Annual Conference Fee	£120.00
WB Garden Care & Design	Gate spring fitting	£50.00
WB Garden Care & Design	Village Hall Garden Work	£3714.00
PKF Littlejohn	External Audit 2021-22	£240.00
Steve Tebbutt	Village Hall Coping Stones	£150.00
Scotton Tree Care	Village Hall Tree Works	£1680.00
Scotton Tree Care	Westfield Green Tree Works	£540.00

**RESOLVED:** That the invoices noted above be paid in full, with immediate effect.

**95. Planning:**

**1. To consider planning applications received (listed below):**

<b>Application ref:</b>	<b>Address:</b>	<b>Description:</b>
<b>22/03150/FUL</b>	<b>19 Westfield Green</b>	<b>Proposed Single Storey Front Extension.</b>

Cllr Clark had visited one neighbour who had no issues. There was no response on the opposite side. It was recommended there be no objection from the Parish Council.

**RESOLVED:** Tockwith with Wilstrop Parish Council has no objections to this planning application.

<b>22/03317/FUL</b>	<b>Field View, Oak Road, Cowthorpe</b>	<b>Erection of single storey front extension.</b>
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Cllr Warneken visited the above property. It was recommended there be no objection from the Parish Council.

**RESOLVED:** Tockwith with Wilstrop Parish Council has no objections to this planning application.

<b>22/03457/FUL</b>	<b>Spruce And Hawe Ltd, Blind Lane, Tockwith</b>	<b>Erection of a new building providing 6 no. 90m2 unheated units (use Class B2, B8)</b>
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The Parish Council considered the above application to place industrial/storage units on a field which is currently a greenfield site. Concerns were raised about the recent introduction of many similar buildings in the area and the industrialisation of agricultural land. Whilst the PC supports local business growth, placing industrial units on greenfield sites will have a negative impact on existing wildlife habitats and biodiversity. There are also concerns regarding infrastructure and drainage. Such units are often served by heavy duty and haulage vehicles that use Rudgate and similar narrow country roads to access these sites. This is causing damage to the roads and grass verges.

**RESOLVED:** That the Parish Council objects to above application for the reasons given above.

**2. Other issues**

Cllr Clark said that it was often the case that Councillors would call at properties neighbouring those with planning applications several times, only to find nobody at home. It was suggested that a note be posted through the door if there was no response to make the householder aware of the application and advise them how they can comment on it on the HBC Planning portal.

<b>3.</b>	<b>To note all planning decisions received</b>	
<b>1.</b>	<b>22/01734/FUL</b>	<b>Manor Farm, Oak Road, Cowthorpe</b>
		<b>Change of use of agricultural land to domestic curtilage and erection of car port for four cars</b>
	HBC DECISION: GRANT PLANNING PERMISSION SUBJECT TO CONDITIONS	
	<b>RESOLVED:</b> That the above be noted.	
<b>2.</b>	<b>22/02704/FUL</b>	<b>Sedona, 28 Kendal Gardens</b>
		<b>Erection of single storey rear extension with attached glazed canopy</b>
	HBC DECISION: GRANT PLANNING PERMISSION SUBJECT TO CONDITIONS.	
	<b>RESOLVED:</b> That the above be noted.	
<b>3.</b>	<b>22/02427/FUL</b>	<b>21 Ralph Garth</b>
		<b>Erection of single storey porch extension and bay window to front elevation and alterations to fenestration</b>
	APPLICATION WITHDRAWN	
	<b>RESOLVED:</b> That the above be noted.	
	<b>22/02992/FUL</b>	<b>Holly Cottage, 55 Marston Road</b>
		<b>Proposed ancillary accommodation outbuildings and garage to replace existing outbuildings</b>
	HBC DECISION: GRANT PLANNING PERMISSION SUBJECT TO CONDITIONS.	
	<b>RESOLVED:</b> That the above be noted.	
<b>3.</b>	<b>To consider any planning enforcement related matters</b>	
<b>1.</b>	<b>22/00313/PR01</b>	<b>Scrubland And Disused Runway At 446456 451983 South Field Lane, Tockwith, North Yorkshire</b>
	Removal of tree	
	Cllr Warneken visited the site and reported that several trees had been removed. The Parish Council recommended these be replaced with mature trees at least 10 foot tall as the previous trees were very mature hardwood over 30ft tall. The landowner should plant 3 trees for every one felled or if the saplings are small (4 foot or less) then 7 trees. They must be native. This is to achieve as much carbon sequestration as possible.	
	<b>RESOLVED:</b> That the above recommendation be accepted and submitted to HBC.	
<b>2.</b>	<b>22/00339/PR15</b>	<b>DPD Local, Rudgate, Tockwith</b>
	Erection of advertisements	
	<b>RESOLVED:</b> That the above be noted.	
<b>96.</b>	<b><u>Tockwith Parish Council Administration and Governance:</u></b>	

<b>1.</b>	<b>To consider requests for Parish Councillor training</b>
	Cllr Clark requested he undertake the Developing Your Skills as a Councillor Part 1 and 2 at a cost of £66.80.
	<b>RESOLVED:</b> That the cost for training be approved.
<b>97.</b>	<b><u>Parish Councillor Surgeries:</u></b>
<b>1.</b>	<b>To consider any issues raised by residents at the Parish Councillor Surgeries</b>
	Cllr McHenry reported that a resident had complained about several overgrown hedges which were impinging onto footpaths, one at Prince Rupert Drive and one at Kendal Gardens. Cllr Clark said he would speak to the resident at Prince Rupert Drive. Cllr Pearce said she would obtain the address for the resident at Kendal Gardens so that Highways could be informed. Cllr Clark had been asked whether trees could be planted at the Green at Prince Rupert Drive. Cllr Warneken confirmed the land belonged to HBC and that they would need to be approached. It had been asked whether the damaged tree which had been removed from Westfield Green could be replaced. Cllr Warneken said that he believed that the PC had previously approved a hornbeam. The Clerk said she would check the minutes from last year's meetings to see if this decision had been recorded.
	<b>RESOLVED:</b> That Cllr Clark speak to the resident at Prince Rupert Drive and Cllr Pearce obtain a house number for Kendal Gardens.
<b>2.</b>	<b>To agree Councillor attendance at the next surgery on Saturday 1<sup>st</sup> October</b>
	Cllrs McBride, Pearce and Wright confirmed their attendance at the surgery.
	<b>RESOLVED:</b> That Councillors Cllrs McBride, Pearce and Wright attend the surgery on 1 <sup>st</sup> October.
<b>3.</b>	<b>Other issues</b>
	Cllr Pearce asked whether a budget could be approved for the purchase of printed correx posters for the A board. The Clerk approved a budget of £50.
	The recording of enquiries was also queried so that the PC can report back to residents on the issues raised. It was agreed that enquiries and contact details would be taken from the residents, written down and then all enquires would be circulated to the PC via email after each surgery.
<b>98.</b>	<b><u>Matters relating to Tockwith Village Hall and Tockwith Sportsfield Trust:</u></b>
<b>1.</b>	<b>To consider quotes for the replacement of external pointing</b>
	The Clerk reported that two contractors had declined to quote and that two quotes had been received, one for £784.00 and one for £1,150.
	<b>RESOLVED:</b> That the quote of £784.00 be accepted.
<b>2.</b>	<b>Other issues</b>
	Cllr Blake had submitted a written report prior to the meeting. The VHMC have now moved their monthly meeting to a Monday from October onwards and this has allowed Cllr Blake to continue as the PC representative on the VHMC. Margaret Dagleish has offers her thanks to the Parish Council for their contribution towards the Village Hall garden improvements. This will make a big difference to the community.
	Cllr Pearce reported that the padlock on the rear garden gate only has one key. This could be an issue if the key cannot be located, and people need to escape in an emergency. Cllr Pearce recommended that a combination lock be purchased to replace the key lock. The Clerk approved a budget of £30. Cllr Pearce said she would purchase the padlock and inform the VHMC.
<b>2.</b>	<b>To receive a report from TWWPC representative on Tockwith Sportsfield Trust</b>
	A written report had been submitted by Cllr Corbett.

	<ul style="list-style-type: none"> <li>• The Sportsfield Trust are looking forward to the rearranged Commuted Sums meeting on Thursday 13th October and have submitted some questions to the Clerk as requested.</li> <li>• The Sportsfield Trust have declined the offer to take over the ownership and/or maintenance of the outdoor gym equipment. The equipment, when sited, was on the proviso that the PC would take responsibility for it and maintain it and its surroundings for its lifetime.</li> <li>• The Sportsfield Trust were approached some months ago about the Electric Vehicle Charge Points, following on from which the Village Hall was decided on by the newly formed Future Footprints as being the best location for the points. The Sportsfield Trust have now been contacted by Peter Maloney following last month's PC meeting where it was resolved that the Sportsfield would be a better location. The Sportsfield Trust will be discussing this item at their next meeting and making a decision as to whether they want to meet with Peter Maloney to discuss it further.</li> <li>• The Sportsfield Trust Committee has asked if any of the Commuted Sums under the heading 'verges' could be spent on the verge opposite the school and leading round the corner to the right and towards the opening to the car park. The white posts in this area are beginning to look untidy.</li> </ul>
<b>3.</b>	<b>Other issues</b>
	Cllr Pearce suggested that there should be two representatives on the Sportsfield Trust and that the minutes of the Sportsfield Trust meetings should be circulated to the Parish Council. The Clerk agreed that these items could be put on the agenda for consideration at the next Parish Council meeting.
<b>99.</b>	<b><u>Allotments, POS and Playground Committee</u></b>
<b>1.</b>	<b>To consider quotes for the rectification of matting at Marston Road playground</b>
	Three quotes had been obtained: One at £1,690, one at £2,912 and one at £1,144 for replacement matting. Further quotes had also been obtained for the reseating of the existing matting and for new wetpour surfacing. Cllr McBride asked why each company had quoted for different sized surfaces up to 24sqm even though the current area is only 9 sqm. The Clerk said she would contact the suppliers and report back at the next meeting.
<b>2.</b>	<b>To consider a quote for the annual play equipment inspections</b>
	The Clerk confirmed that a 3-year agreement was already in place with ROSPA through Harrogate Borough Council. The gym equipment at Tockwith Sportsfield Trust has been added to the annual inspection and the total cost for this and the two playgrounds will be £163 + VAT. Cllr McHenry confirmed that he would undertake the monthly inspections.
	<b>RESOLVED:</b> That the cost of £163 be accepted. Cllr McHenry to undertake the monthly inspections going forward.
<b>3.</b>	<b>To receive an update on the memorial bench for former Councillors Robinson and Waller at the Plane Memorial.</b>
	The Clerk had received a response from Highways that the location of the bench was fine in principle and have requested the exact location, base and fixings type and confirmation that an NRSWA accredited installer will be used. Cllrs McBride and Clark said they would confirm the exact location. The Clerk will obtain pricing from an approved installer and bring back options for a wooden effect recycled plastic bench.
<b>4.</b>	<b>To receive an update on tree works at Westfield Green</b>
	Cllr Pearce confirmed the work to trim back the ash tree had been completed.
<b>100.</b>	<b><u>Community Plan:</u></b>
<b>1.</b>	<b>To confirm the rescheduled date of the Extra Ordinary Parish Council Meeting to discuss CIL/S106 monies.</b>

	Representatives from HBC Community Development had confirmed their availability for Thursday 13 <sup>th</sup> October at 4pm. The Clerk had verified Village Hall availability.
	<b>RESOLVED:</b> That the Extra Ordinary Parish Council Meeting will take place at 4pm on Thursday 13th October at Tockwith Village Hall.
<b>101.</b>	<b><u>Climate Emergency Declaration:</u></b>
<b>1.</b>	<b>To receive a report from delegated Councillors Warneken, Marsh and Clark on the activities of the Climate Emergency Working Group (Future Footprints)</b>
	A written report had been submitted by Cllr Marsh from Future Footprints.  There were no August or September meetings mainly due to holiday commitments, so no minutes to share.  The EV Charging Point scheme (ORCS) offers the PC fully-funded chargers to enable both residents and visitors to charge their electric vehicles in the parish. The scheme has been researched by Future Footprints for many months during which time the Government grant proportion has been reduced, but the time to claim has been extended. From 2030 new petrol and diesel cars & vans will no longer be on sale. The shortage of chargepoints is a major stumbling block for EV takeup. It is possible that the Government could withdraw the scheme without warning, so it is important that prompt action is taken. Peter Maloney has offered to update the Sportsfield Trust with the latest proposal from BP Pulse.
<b>2.</b>	<b>To consider the nomination of Cllr Marsh to act as PC coordinator with BP Pulse for the EV Charging project</b>
	<b>RESOLVED:</b> That Councillor Marsh be approved as the PC coordinator with BP Pulse.
<b>102.</b>	<b><u>Highway Matters:</u></b>
<b>1.</b>	<b>To receive an update on the proposed new position for the VAS on Fleet Lane</b>
	Cllr Warneken confirmed he had met with Darren Griffiths from NYCC Highways at the proposed site on the roadside opposite 45 and 47 Fleet Lane. It has been advised that 100 metres of hedge would need to be reduced by 1 metre to give the speed sensor adequate clearance. Cllr Warneken said he would get a quote for cutting the hedge back, the usual arrangement as advised by Highways being that the PC makes an annual contribution to its maintenance. Cllr McBride asked whether the sign at Kirk Lane could be installed in the meantime. The Clerk said that the quote from HBC for the post installation was for two posts, but that she would check on the cost of having single posts installed.
<b>2.</b>	<b>To consider the replacement of the village entry sign at Marston Road</b>
	The Clerk reported that no response had been received from Highways on the cost of gateway signs despite chasing several times. Due to budget constraints, it was recommended that Highways be asked to replace the lost sign with a standard sign. <b>RESOLVED:</b> That a standard 'Tockwith' highways sign be requested for Marston Road.
<b>103.</b>	<b><u>Matters brought to the agenda by councillors:</u></b>
<b>1.</b>	<b>To receive any information from Councillors</b>
	Cllr McHenry asked whether any progress had been made on the new defibrillator. Cllr Wright said he would check through his emails to see if any correspondence had been received for discussion at the next meeting.
<b>2.</b>	<b>To note matters for the October meeting agenda</b>
	None.
<b>104.</b>	<b><u>Correspondence</u></b>
<b>1.</b>	<b>To note list of correspondence received and circulated</b>

	The list had previously been circulated. No actions were required.
<b>105.</b>	<b><u>Media/Press releases:</u></b>
<b>1.</b>	<b>To consider any matters for press release or community news.</b>
	Cllr McBride said that the Tockwith Councillor Vacancy and the Local Government Devolution survey would be included in the newsletter.
<b>106.</b>	<b><u>Next Meeting</u></b>
<b>1.</b>	<b>To confirm the next ordinary meeting of Tockwith with Wilstrop Parish Council to be held at 7pm on Wednesday 19 October 2022 at Tockwith Sportsfield Trust.</b>
	Cllr Clark confirmed that the Bowls Club is available on Wednesday evenings as the Sportsfield Hall is being used for bowling.
	<b>RESOLVED:</b> That the next Ordinary Meeting of Tockwith with Wilstrop Parish Council be held at 7pm on Wednesday 19 October 2022 at Tockwith Bowls Club.

**Meeting ended at 21:37**

Chairman Signature \_\_\_\_\_

Date \_\_\_\_\_