



Tockwith with Wilstrop Parish Council North Yorkshire

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Draft Minutes of the Ordinary Meeting of Tockwith with Wilstrop Parish Council (TWWPC) held at 7pm on Monday 23 January 2023 at Tockwith Village Hall, 1 Marston Road, Tockwith, YO26 7PR.

To be approved at the Ordinary Meeting of TWWPC to be held 27/02/2023.

Present: Councillor Arnold Warneken (Chairman), Councillor Sue Corbett (Vice Chairman), Councillor Graeme McBride, Councillor Simon Blake, Councillor Ray Clark, Councillor Ted Tomes, Councillor Kriston Wright, Councillor Sarah Pearce, Councillor Stuart McHenry.

Apologies: Councillor Alex Marsh.

Guests: Ward Councillor Andrew Paraskos

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

Three members of the public were in attendance.

DRAFT MINUTES

178.	<u>Apologies:</u>
i.	To note any apologies received
	RESOLVED: That apologies received from Councillor Marsh be accepted.
ii.	To approve any reasons for absence submitted for consideration
	RESOLVED: That the reasons for absence submitted by Councillor Marsh be approved.
179.	<u>To Note any Declarations of Interest:</u>
i.	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
	Cllr Warneken declared an interest in Planning Application 23/00125/FUL at Manor Farm as the land is adjacent to his property. A dispensation was requested.
ii.	To approve any dispensation requests received
	RESOLVED: That the dispensation for Cllr Warneken on Planning Application 23/00125/FUL be approved.
180.	<u>Public Open Forum:</u>

	There were no questions or comments from members of the public.
181.	<u>County and District Councillor Reports:</u>
i.	To receive reports from North Yorkshire County Councillors Warneken and Paraskos.
	<p>Cllr Paraskos said that the devolution was still ongoing and that taxi fares are being aligned across the county to create one zone with the same fares. Lisa Winward, Chief Constable for NY Police has been asked whether Tockwith can receive the additional security and policing. This has been declined at present due to the low level of crime in the area. Cllr Paraskos said that he hoped Tockwith could be included in the next phase. The 2023-24 draft budget is expected to create a 4.99 increase in council tax with social care provision making up 2%. This increase is low compared to the other councils that will eventually be part of North Yorkshire as Harrogate already has the highest Council Tax. The Council's deficit is likely to be £30 million. The cost of fuel has had a huge impact on the budget with £15 million spent on gas and electric for public buildings this year.</p> <p>Cllr Pearce joined the meeting at 19:09</p>
182.	<u>Tockwith Parish Council Administration and Governance:</u>
i.	To consider a date for the Annual Parish Meeting in 2023.
	<p>The Annual Parish meeting must be held between 1st March and 1st June each year. The Clerk had circulated a number of dates in May when the Village Hall was available. Cllr Warneken recommended that the focus of the meeting be the Tockwith Community Plan.</p> <p>RESOLVED: That the Annual Parish meeting be scheduled for Tuesday 23rd May 2023 at 7pm at the Village Hall and the focus of the meeting be the Tockwith Community Plan.</p>
183.	<u>Minutes:</u>
i.	<p>To approve the minutes of the Ordinary Parish Council Meeting held 21st December 2022 as a true and accurate record of that meeting.</p> <p>RESOLVED: That the minutes of the ordinary meeting of Tockwith with Wilstrop Parish Council held 21st December 2022 be approved as a true and accurate record of that meeting.</p>
184.	<u>Finance:</u>
i.	To approve a bank reconciliation to 31/12/2022 (as evidenced by bank statement and ledger/cashbook.
	RESOLVED: That the bank reconciliation to 31/12/2022 be approved. The PC's bank balance as at 31/12/2022 is £42,820.19.
ii.	To note receipts and payments to date as against budget for 2022/23
	RESOLVED: That the receipts and payments to date as against budget for 2022/2023 be noted.
iii.	To consider quotes from internal auditors for the 2022-23 financial audit
	The Clerk had obtained three quotes, one at £250, one at £350 and one at £375.
	RESOLVED: That the quote of £250 from Andrew Bosmans be accepted.
iv.	To consider quotes and funding for the installation of outdoor lighting at the Sportsfield Hall to meet the criteria for the installation of EV charging points
	No quotes had been received. This item has been deferred to next meeting.
185.	To approve payment of invoices as listed below:

	Payee:	Description of goods/services:	Total Value:
	Clerk/RFO	Salary & Expenses	£844.09
	Tockwith Village Hall	Room Hire	£17.00
	Yorkshire Water	Church Row Allotments Water Survey	£186.00
	Andrew Scott Electrical	Village Hall Fire Alarm Panel	£294.26
	Ben Aked	Village Hall Toilet Cistern	£236.23
	North Yorkshire CC	VAS Posts	£1,200.00
	Receipts		
	None		
RESOLVED: That the invoices noted above be paid in full with immediate effect.			
186.	<u>Planning:</u>		
i.	To consider planning applications received		
	Application ref:	Address:	Description:
	23/00027/FUL	Fieldfare, 2B Kendal Gardens	Erection of car port to side of garage
RESOLVED: Cllr McBride said he had visited the site but had not been able to consult the neighbour. It was considered that no objections be raised, subject to the neighbour having no concerns.			
	23/00134/FUL	3 Fleet Lane	Construction of a detached home gym or meditation outbuilding to the front of the property using screw pile foundations.
Cllr Pearce said she was aware of the location of the property. The Council raised concerns that the position of the extension at the front of the property would be visually intrusive, have an impact on neighbour amenity and cause root damage to existing trees. RESOLVED: That the Parish Council object to this planning application.			
	23/00125/FUL	Manor Farm, Oak Road	Formation of farm access and track (revised scheme - proposing relocated access to Warfield Lane).
The Parish Council considered the existing farm access track to be wholly suitable and better for drainage, access and the landscape than the proposed new scheme. Cllr Clark proposed to object. Seven Councillors were in favour. Cllr Warneken abstained. RESOLVED: That the Parish Council object to this planning application.			
ii.	To note all planning decisions received		
	None.		
iii.	To consider any planning enforcement related matters		
Complaint of vehicle storage at Tockwith Airfield. A response had been received from HBC Planning enforcement following a complaint raised by the Parish Council that the airfield is being used as storage for vehicles. Planning Enforcement have confirmed that the airfield can lawfully be used as a HGV Workshop which includes vehicle maintenance plus equipment and vehicle storage. The approval reference was 13/03816/CLEUD. There does not appear to be a breach of planning control. It was considered that the number of vehicles is now negatively affecting the landscape. It was			

	suggested that the owners of the land be sent a letter asking them to provide some sort of screening such as a hedge row or trees to obscure the view of the vehicles.		
	RESOLVED: That the landowner be sent a letter to request screening of the vehicles.		
iv.	To consider any other planning matters		
	APP/E2734/D/23/3314502	3 Ralph Garth	Appeal Lodged
	RESOLVED: That the above be noted.		
187.	<u>Community Plan Working Group (CPWG)</u>		
i	To receive an update from the CPWG		
	Cllr Corbett circulated the meeting notes following the last meeting on 7 th January. Chris Evanson talked about his background in relation to Commuted Sums. There was a discussion around the sums and Chris gave some useful information, particularly around the agreements between developers, councils and land sellers. The TRA have started work on the residents' questionnaire and Rob Edwards is assisting with this. Cllr Pearce asked whether a young person could be invited to join the Working Group. Cllr Corbett said that the Group would be open to this and that there would be dedicated questions for young people in the questionnaire.		
ii.	To consider a Draft Terms of Reference for the CPWG		
	Cllr Corbett said that the TOR would be reviewed at the next meeting of the CPWG on Saturday 4 th February.		
188.	<u>Tockwith Sportsfield Trust:</u>		
i.	To receive a report from TWWPC representative on Tockwith Sportsfield Trust		
	No report had been received as the Trust have not met since the last PC meeting. Their meeting is this evening and Cllr Corbett said she would attend the meeting later.		
189.	<u>Tockwith Village Hall:</u>		
i.	To receive a report from TWWPC representative on the Village Hall Management Committee		
	<ul style="list-style-type: none"> • The Clerk reported that the disabled toilet cistern had needed to be replaced. This was authorised as an emergency repair at a cost of £236.23. • The VHMC informed the PC that the use of the Village Hall on the fourth Monday of the month is on a trial basis for three months and if this doesn't work out the art group can revert back to the original booking. • The Village Hall is booked on Saturday 3rd June for a play. The PC were asked to consider moving the June surgery to Saturday 10th. This was approved. • The Village Hall will have the stage set up for panto on 23rd October. The PC were asked whether they would mind still using the hall with the stage in place. No objections were received. 		
ii.	To consider a quote for the repair of the Village Hall floor		
	One quote had been received for a day's labour at £300 to investigate and fix the floor. The PC questioned whether the floor was an emergency repair that would need to be undertaken this financial year. It was requested that two further quotes be obtained.		
	RESOLVED: That two further quotes be obtained by the VHMC.		
iii.	To consider quotes for replacement emergency exit doors		

	Two quotes had been received from one contractor including labour costs. One is for wooden doors at £902.50 and one for metal doors at £1,124. It was considered that further quotes should be obtained to ensure value for money. It was requested that the contractors also be asked to quote for the repair of the floor at the same time.
	RESOLVED: That two further quotes be obtained for the doors and the floor repair by the VHMC.
190.	<u>Highways and Transport Matters:</u>
i.	To receive an update on the 412 bus service
	Standing orders were suspended for the following item to allow participation by the public.
	Cllr Warneken attended a meeting with other local Parish Councils on 10 th January. Wetherby Town Council had been invited but had declined. The survey results have been analysed. The Chairman of Rufforth Parish Council will present the results to York City Council and Cllr Warneken is giving them to NYCC. The results will aid both Councils when they are putting together the invitation to tender. Cllr Warneken and Cllr Emmott from Long Marston PC are meeting with Tadcaster Community Transport to see if their service can be extended to Tockwith and the surrounding villages. A member of the public said that drivers would need to be found in Tockwith because of the travel costs associated with using drivers from Tadcaster.
ii.	To consider parking issues at the junction of Norfolk Gardens and Westfield Road
	Cllr Warneken reported there had been many complaints regarding disrespectful parking on the junction. The pavements have become damaged by vehicles parking on them and there is frequent flooding from the drain. It was recommended that Highways Area 6 be asked to inspect the area.
	RESOLVED: That the Clerk request a visit by NY Highways.
iii.	To consider a communication to Yorkshire Water regarding the hole in the road at the junction of Kirk Lane and Westfield Road
	Cllr Warneken confirmed that the hole had now been repaired and temporary traffic lights removed.
191.	<u>Public Open Spaces</u>
i.	To consider benches for the area at the Plane Memorial
	A shortlist of plastic benches from local suppliers had been circulated. The 'sloper' bench was considered to be most visually attractive with a preference for dark green. Cllr Warneken asked whether the bench could be used as a general memorial bench to which plaques could be added in the future.
	RESOLVED: That the budget of £600 be approved for the purchase of a sloper bench including delivery and memorial plaques and approval given for the bench to used as a general memorial bench.
ii.	To receive an update on the defibrillator at Prince Rupert Drive
	The Clerk confirmed the Locality Funding agreement had been received. The post and equipment will be ordered this week.
192.	<u>Future Footprints</u>
i.	To receive a report from delegated Councillors Warneken, Marsh and Clark on the activities of the Climate Emergency Working Group (Future Footprints)
	Cllr Marsh circulated a written report prior to the meeting.

	<ul style="list-style-type: none"> • A Repair Cafe is to be held on 22nd April in the Village Hall • BP Pulse are confirming the details of the ORCS EV chargepoint scheme for the Sportsfield Trust site. Peter Maloney is now passing responsibility over to Cllr Marsh to liaise with BP Pulse on behalf of the PC. Installation must be complete by end March 2024 to qualify for the grant. • The next meeting of Future Footprints will be on Wednesday 8th February at 8pm.
193.	<u>Parish Councillor Surgeries:</u>
i.	To consider any issues raised by residents at the Parish Councillor Surgeries
	<p>Cllr Tomes reported there were two attendees at the January surgery. Issues raised were street flooding, state of pavements and the broken pavement on Prince Rupert Drive. Cllr Tomes asked whether Highways could clear the drains as they were causing flooding during heavy rainfall. Cllr Warneken said he had an email address for Highways that he could pass to the Clerk for her to request this. Cllr Tomes asked whether the Councillors could have name badges. Cllr Warneken said he had badges and lanyards. The Clerk said she would prepare the artwork for the badges.</p> <p>Cllr Corbett left the meeting at 20:28</p>
ii.	To agree Councillor attendance at the next surgery on Saturday 4th February
	RESOLVED: That Cllrs Wright, Clark and McBride attend the next surgery.
194.	<u>Correspondence</u>
i.	To note list of correspondence received and circulated
	RESOLVED: That the correspondence be noted.
195.	<u>Media/Press releases:</u>
i.	To consider any matters for press release or community news.
	Cllr Pearce requested that the defibrillator at Prince Rupert Drive be included in the Parish Magazine.
196.	<u>Next Meeting</u>
I	To receive any items for consideration at the next meeting
	<p>The following items were requested for discussion at the February meeting:</p> <ul style="list-style-type: none"> • NYCC Parish Council Charter • Review of Parish Council Communications to the public • Improving engagement with young people in the parish • Allocation of Parish Councillor responsibilities • Review of Parish Council Committees <p>RESOLVED: That the above items be included on the February meeting agenda</p>
ii.	To confirm the date for the next Parish Council meeting
	RESOLVED: That the next Ordinary Meeting of Tockwith with Wilstrop Parish Council be held

	at 7pm on Monday 27 February 2023 at Tockwith Village Hall.
	With no further business, the Chairman declared the meeting closed at 8.46pm

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