



Tockwith with Wilstrop Parish Council

North Yorkshire

www.tockwith.gov.uk

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Draft Minutes of the Annual Meeting of Tockwith with Wilstrop Parish Council (TWWPC) held at 7pm on Monday 26 June 2023 at Tockwith Village Hall, 1 Marston Road, Tockwith, YO26 7PR.

To be approved at the ordinary meeting TWWPC on Monday 24 July 2023.

Present: Cllr Arnold Warneken (Chairman), Cllr Stuart McHenry (Vice Chairman), Cllr Ted Tomes, Cllr Alex Marsh, Cllr Graeme McBride, Cllr Kriston Wright, Cllr Ray Clark.

Apologies: Cllr Sue Corbett, Cllr Simon Blake, Cllr Sarah Pearce.

Guests: None.

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

Five members of the public were in attendance.

DRAFT MINUTES

25.	<u>Apologies:</u>
i)	To note any apologies received Apologies had been received from Cllrs Corbett, Blake and Pearce.
ii)	To approve any reasons for absence submitted for consideration RESOLVED: That the reasons for absence submitted by Cllrs Corbett, Blake and Pearce be approved.
26.	<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 None.
ii)	To approve any dispensation requests received None.
27.	<u>Public Open Forum:</u>
	One member of the public said that the verge alongside the footpath on Marston Road had not been cut recently by NYC and that vegetation is now overhanging the footpath, narrowing it and making it difficult for pushchair users. Cllr Warneken said that NYC currently had some

	resourcing issues and paths are not being maintained as well as they should be. He said he would follow this up.						
28.	<u>County Councillor Reports:</u>						
i)	To receive reports from North Yorkshire County Councillors Warneken and Paraskos.						
	Cllr Paraskos had sent his apologies for the meeting. Cllr Warneken said he has raised a serious concern to full council regarding the water quality in the river Nidd and the amount of raw sewage that is being released.						
29.	<u>Minutes:</u>						
i)	To approve the minutes of the Annual Parish Council Meeting held 22nd May 2023 as a true and accurate record of that meeting.						
	Cllr McHenry request an amend to item 11.6 to remove his name from the YLCA representation.						
	RESOLVED: That the amended minutes of the annual meeting of Tockwith with Wilstrop Parish Council held 22 May 2023 be approved as a true and accurate record of that meeting.						
ii)	To approve the minutes of the Allotments and POS Meeting held 23 May 2023 as a true and accurate record of that meeting.						
	RESOLVED: That the minutes of the Allotments and POS Committee meeting held 23 May 2023 be approved as a true and accurate record of that meeting.						
30.	<u>Finance:</u>						
i)	To approve a bank reconciliation to 31/05/2023 (as evidenced by bank statement and ledger/cashbook.						
	RESOLVED: That the bank reconciliation to 31/05/2023 be approved. The PC's bank balance as at 31/05/2023 is £53,465.52.						
ii)	To note receipts and payments against 2023-24 budget.						
	RESOLVED: That the receipts and payments against budget for 2023/2024 be noted.						
iii)	To consider a payment of £85 for garden waste collection at Cowthorpe Church and consider future payments for this service.						
	It was noted that the volunteers had already paid for this year's NYC waste collection licence from their own pockets. It was recommended they be reimbursed via Hunsingore PCC and be asked if they would share the bin for Bert's Garden in the next financial year.						
	RESOLVED: that the cost of £85.00 be approved and the volunteers be asked to share the Bert's Garden waste collection.						
iv)	To agree the transfer of £3,000 allocated for the Village Hall in the 2023-24 budget to the Village Hall reserve.						
	RESOLVED: That the £3,000 be transferred to the Village Hall Reserve.						
v)	To consider costs and budget for the purchase of a new noticeboard						
	The Clerk had obtained a quote from Newton & Dunn for a custom noticeboard at £1,450 as there is no prefabricated model available in the correct size. It was suggested that the PC make use of the Village Hall noticeboard going forward and that the broken noticeboard outside the shop be removed and the wall made good. Cllr McBride said he would speak to the shop owners to gain their permission.						
	RESOLVED: That the Village Hall noticeboard be used for PC business going forward and permission sought to remove the old noticeboard.						
31.	<u>To approve payment of invoices as listed below:</u>						
	<table border="1"> <thead> <tr> <th>Payee:</th> <th>Description of goods/services:</th> <th>Total Value:</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	Payee:	Description of goods/services:	Total Value:			
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	Clerk/RFO	Salary & Expenses	£915.78
	HMRC	PAYE Q1	£741.52
	Village Hall	Room Hire	£45.00
	Yorkshire Green Team	Marston Road Playground Maintenance	£150.00
	Hunsingore PCC	Garden Waste Collection Reimbursement	£87.00
	Yorkshire Joinery	Village Hall Fire Door Replacement	£670.00
	Streetscape	Marston Road Playground Balance Beam Removal	£330.00
	DW Plumbing & Heating	Village Hall Boiler Service	£70.00
	SECOM	Fire Extinguisher Maintenance	£129.36
	Receipts		
	Various	Allotment rents	£140.81
	NYC	S106 (allotments)	£2,400.00
	RESOLVED: That the invoices noted above be paid in full with immediate effect.		

32. Tockwith Parish Council Administration and Governance:

i) To consider any requests for Parish Councillor training

Cllr McHenery requested he undertake the YLCA Charing Skills course at a cost of £66.80.

RESOLVED: That the cost of £66.80 be approved.

ii) To consider any feedback on the Government's onshore wind farm consultation

Cllr Marsh reported that she had circulated the consultation to the members of Future Footprints but that the deadline for comments was too tight and the documents too difficult to understand. It was resolved that the PC were unable to submit any comments at this time.

iii) To consider the formation of a young person's council

Cllr McBride said he had been researching junior councils and that Tockwith Primary School were keen to get involved as they have a school council. It was noted that most Junior Councils seem to be quite formal and it was questioned whether this might be offputting for those wanting to join. Cllr McBride said he would circulate the NALC Guidance on Junior Councils for consideration at the next meeting.

RESOLVED: That the decision on a Junior Council be deferred to the July meeting.

33. Planning:

i) To consider planning applications received

ZC23/02031/FUL

**Folly Cottage 1 - 2
Springfield Terrace
Westfield Lane**

Replacement of Chimney pots

Cllr Wright said he viewed the application and had visited the property and the new chimneys appeared to be the same as old. **RESOLVED:** That the PC have no objections to this application.

ii) To note all planning decisions received

None.

iii) To consider any planning enforcement related matters

	23/00163/PR15	2 Cowstail Lane	Encroachment onto land extending domestic curtilage
	23/00046/BRPC15	Scrubland And Disused Runway At 446456 451983 South Field Lane	Potential non-compliance with approved plans.
	RESOLVED: That the above planning enforcement matters be noted.		
iv)	To consider any other planning matters		
1)	To consider a complaint regarding access to the Millstone Granary via the electric gate at the Old Malt Kiln		
	Cllr Warneken had received notification from a business owner that the gates were being locked on a Saturday morning, restricting access to the businesses at Millstone Granary. It was recommended that a breach of planning consent be reported to NYC Planning.		
	RESOLVED: That the PC submit a complaint to NYC Planning.		
34.	<u>Public Open Spaces</u>		
i)	To consider a request to NYC for relaxed grass cutting in May and June on the Green at PRD		
	A resident had asked whether the areas outside the playground could be left to grow long on the months of May and June as partridges had nested there. It was suggested that this be delegated to the Allotments, POS and Playgrounds Committee for consideration at their next meeting now that the grass had already been cut this year.		
	RESOLVED: That this be considered at the next Allotments, POS and Playgrounds committee meeting.		
ii)	To consider quotes for the power washing of play equipment at Marston Road		
	The Clerk said she had contacted three companies, two of whom had declined to quote and one of whom was yet to respond. Cllr Warneken said he was aware of a company in Kirk Hammerton and would send over the details. Cllr Clark said that he didn't think the equipment needed to be cleaned now that the Yorkshire Green Team had done a wipe over. Cllr Tomes said he would inspect the playground and report back.		
iii)	To consider NYC meeting dates to discuss the S106 monies for Prince Rupert play area		
	The Clerk confirmed that a meeting had been arranged for Thursday 3rd August at 6pm. Cllr McBride requested that the same review be undertaken for the allotment sites.		
	RESOLVED: That the meeting be held on Thursday 3 rd August.		
iv)	To receive an update on the allotments		
	The Clerk reported that a tenant had asked permission to dig a pond as there were no exclusions for this in the allotment agreement. It was agreed that a meeting of the Allotments, POS and Playgrounds Committee would be organised in August so that this could be discussed in more detail.		
35.	<u>Community Plan Working Group (CPWG)</u>		
i)	To receive an update from the CPWG		
	Cllr McHenry reported that a meeting had been arranged for Saturday 1 st July to discuss outcome of survey.		
36.	<u>Tockwith Sportsfield Trust:</u>		
i)	To receive a report from TWWPC representative on Tockwith Sportsfield Trust		
	Cllr Corbett had advised the PC before the meeting that no report was available as the trust had not met since the last PC meeting.		
37.	<u>Tockwith Village Hall:</u>		

i)	To consider quote from Yorkshire Joinery for the replacement of additional emergency doors
	Cllr Blake had circulated a quote for 3 replacement emergency doors at a cost of £1,350 and five weather bars at £50 for the courtyard doors.
	RESOLVED: That the quote of £1,350 for 3 doors and £50 for five weather bars be approved.
ii)	To receive a report from TWWPC representative on the Village Hall Management Committee
	Cllr Blake circulated a report prior to the meeting: <ul style="list-style-type: none"> • Costs for the work identified as a result of the fire system service are being awaited • The VHMC are drawing up specifications for the carpark wall and the Village Hall sign so they can go out and get quotes for the repair / replacement work • Specifications need to be drawn up for exterior repointing near the main entrance, the preparation and repainting of the roofline timber, gutters and downpipes and the checking and replacing of slate coverings on the roof. <p>Cllr Clark requested that the VHMC consider marking out parking spaces at the Village Hall and providing a disabled parking space.</p>
	RESOLVED: That the report be welcomed.
38.	<u>Highways and Transport Matters:</u>
i)	To consider the purchase of a third SWARCO VAS at £3,512.50 (including installation)
	The Clerk noted that £3,400 had been allocated in the 2023-24 budget for the VAS and suggested that the £112.50 shortfall be taken from the Community Plan budget.
	RESOLVED: That the purchase of the VAS be approved with £112.50 shortfall taken from the Community Plan budget.
ii)	To receive an update on the 412 bus service
	Cllr Warneken said he had visited Passenger Transport at NYC. A tender had been put out for a Saturday service following feedback from the survey, but no companies had applied. It was reported that a Saturday service would cost £400 to run per journey from Wetherby to York. Cllr Clark asked he could contact Connexions directly to ask them again if they would consider a Saturday service. Cllr Warneken said he had no objections to this.
39.	<u>Future Footprints</u>
i)	To receive an update on the EV Charging Points at Tockwith Sportsfield Trust
	Cllr Marsh confirmed there had been no response from OZEV to confirm that the grant agreement had been received or progressed despite the Clerk chasing several times by email and phone. Lighting at the site is no longer a condition for the grant, but solar powered lighting is being explored. BP Pulse is keen to receive the purchase order so they can confirm the order to National Power Grid as they are concerned about rising installation costs.
ii)	To consider any feedback on the Government's Onshore Wind Consultation in England
	This was already considered under item 32ii.
iii)	To receive a report from delegated Councillors Warneken, Marsh and Clark on the activities of the Climate Emergency Working Group (Future Footprints)
	Cllr Clark attended the last meeting of Future Footprints. He had asked whether a constitution was available for the group. Cllr Warneken said he would request a copy be sent to Cllr Clark.
40.	<u>Parish Councillor Surgeries:</u>

i)	To consider any issues raised at PC surgeries
	Cllr McBride reported two people had attended the June surgery at which there had been two queries which had been addressed.
ii)	To agree Councillor attendance at the next surgery on Saturday 1st July
	Cllrs McBride, Wright and Clark confirmed their availability for the July surgery. The Clerk reported that Tockwith Players had asked whether the PC would move the 4 th November surgery because of a scheduled performance. It was suggested that 28 th October or 11 th November would serve as alternative dates. The Clerk said she would check hall availability.
	RESOLVED: That Cllrs McBride, Wright and Clark attend the July surgery.
41.	<u>Correspondence</u>
i)	To note list of correspondence received and circulated
	The list had been circulated prior to the meeting. The Clerk said she had reported the two missing Give Way signs at the Tockwith Lane/ York Road junction. Cllr Tomes said he had met with Highways and Cllr Paraskos on 9 th June to discuss multiple issues, but no progress had been made by Highways. Cllr Warneken reported that the Give Way sign at Cattal Crossroads will be moved as it is frequently hit by HGVs.
	RESOLVED: That the correspondence be noted.
42.	<u>Media/Press releases:</u>
i)	To consider any matters for press release or community news.
	None.
43.	<u>Next Meeting</u>
i)	To receive any items for consideration at the next meeting
	None.
ii)	To confirm the date for the next Parish Council meeting
	RESOLVED: The next meeting will be on Monday 24 th July at Tockwith Village Hall.
	With no further business, the Chairman declared the meeting closed at 20:35