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# Tockwith with Wilstrop Parish Council

## North Yorkshire

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

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**Minutes of the Ordinary Meeting of Tockwith with Wilstrop Parish Council (TWWPC) held at 7pm on Tuesday 22 August 2023 at Tockwith Village Hall, 1 Marston Road, Tockwith, YO26 7PR.**

**Present:** Cllr Arnold Warneken (Chairman), Cllr Ted Tomes, Cllr Alex Marsh, Cllr Ray Clark, Cllr Sue Corbett, Cllr Simon Blake, Cllr Stuart McHenry, Cllr Sarah Pearce.

**Apologies:**, Cllr Graeme McBride, Cllr Kriston Wright.

**Guests:** None.

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

Four members of the public were in attendance.

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### MINUTES

<b>63.</b>	<b><u>Apologies:</u></b>
i)	<b>To note any apologies received</b>
	Apologies had been received from Cllrs McBride and Wright.
ii)	<b>To approve any reasons for absence submitted for consideration</b>
	<b>RESOLVED:</b> That the reasons for absence submitted by Cllrs McBride and Wright be approved.
<b>64.</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 received.
ii)	<b>To approve any dispensation requests received</b>
	None received.
<b>65.</b>	<b><u>Public Open Forum:</u></b>
	One member of the public expressed their concerns about speeding traffic on Marston Road near the entrance to the bridlepath. Residents from the cottages have to park on the roadside and their vehicles are frequently getting chipped. There is a risk to children and the elderly

	who are crossing the road to get to Sandholes Wood. The resident believes the distance between National Speed Limit sign and the 30mph sign is too short and does not give drivers enough time to reduce speed before entering the village. Cllr Warneken said he would discuss this with NY Highways.		
<b>66.</b>	<b><u>County Councillor Reports:</u></b>		
<b>i)</b>	<b>To receive reports from North Yorkshire County Councillors Warneken and Paraskos.</b>		
	Cllr Warneken reported that August had been a quiet month. A £5 million benefit has reduced North Yorkshire Council's deficit to £25 million.		
<b>67.</b>	<b><u>Minutes:</u></b>		
<b>i)</b>	<b>To approve the minutes of the Ordinary Parish Council Meeting held 24th July 2023 as a true and accurate record of that meeting.</b>		
	<b>RESOLVED:</b> That the minutes of the Ordinary Parish Council meeting held 24th July 2023 be approved as a true and accurate record of that meeting		
<b>ii)</b>	<b>To approve the minutes of the HR Committee meeting held on 26<sup>th</sup> June 2023 as a true and accurate record of that meeting.</b>		
	<b>RESOLVED:</b> That the minutes of the HR Committee meeting held 26th June 2023 be approved as a true and accurate record of that meeting.		
<b>68.</b>	<b><u>Finance:</u></b>		
<b>i)</b>	<b>To approve a bank reconciliation to 31/07/2023 (as evidenced by bank statement and ledger/cashbook).</b>		
	<b>RESOLVED:</b> That the bank reconciliation to 31/07/2023 be approved. The PC's bank balance as at 01/08/2023 is £82,824.69		
<b>ii)</b>	<b>To note receipts and payments against 2023-24 budget.</b>		
	<b>RESOLVED:</b> That the receipts and payments against budget for 2023/2024 be noted.		
<b>iii)</b>	<b>To receive the outcome of the Annual External Audit and consider any recommendations</b>		
	The Clerk circulated the report prior to the meeting. AGAR Section 2, Box 4 incorrectly includes items which are not staff costs. The auditors have requested that boxes 4 and 6 be restated in the 2023-24 AGAR.		
	<b>RESOLVED:</b> That the report be noted and the recommendations accepted.		
<b>69.</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	£854.69
	Village Hall	Room Hire	£53.50
	Vision ICT	Annual gov.uk domain	£78.00
	YLCA	Chairman Training	£66.80
	Yorkshire Green Team	Marston Road Playground Grass Cutting	£190.00
	Zurich	Annual insurance premium	£1,435.09
	PKF Littlejohn	External Audit Fee	£378.00
	<b>Receipts</b>		

	Lloyd's Bank	Bank Interest	£35.29
	Department for Transport	EV Charger Grant	£31,334.00
<b>RESOLVED:</b> That the invoices noted above be paid in full with immediate effect.			
<b>70.</b>	<b><u>Tockwith Parish Council Administration and Governance:</u></b>		
<b>i)</b>	<b>To consider any requests for Parish Councillor training</b>		
	None.		
<b>ii)</b>	<b>To consider the draft Terms of Reference for a young person's forum</b>		
	The draft terms of reference were circulated prior to the meeting.		
	<b>Resolved:</b> That the Terms of Reference be approved.		
<b>71.</b>	<b><u>Planning:</u></b>		
<b>i)</b>	<b>To consider planning applications received</b>		
	<b>ZC23/02924/FUL</b>	<b>Unit 86 Marston Business Park</b>	<b>Single storey side extension</b>
	Cllr Clark confirmed that he undertaken a site visit and recommended that the PC support the application.		
	<b>Resolved:</b> That the application be supported.		
<b>ii)</b>	<b>To note all planning decisions received</b>		
	<b>ZC23/02547/FUL</b>	<b>146 Prince Rupert Drive</b>	<b>Single storey rear extension</b>
	<b>NYC Planning Decision: Approved.</b>		
	<b>Resolved:</b> That the above planning approval be noted.		
<b>iii)</b>	<b>To consider any planning enforcement related matters</b>		
<b>a)</b>	<b>23/00257/PR15</b>	<b>Manor Farm, Oak Road, Cowthorpe</b>	<b>Unauthorised works to outbuilding</b>
	Cllr Warneken confirmed that he had visited the site as there were concerns that the buildings had not been checked for owls and bats prior to work commencing. The developers have agreed to work in a different area on the site until a wildlife survey can be carried out. Cllr Warneken reported that the weight of the new concrete carport base had broken the main drain and that that this would now need to be repaired.		
	<b>RESOLVED:</b> That the above be noted.		
<b>b)</b>	<b>23/00265/BRPC15</b>	<b>Spruce And Hawe Ltd, Blind Lane, Tockwith</b>	<b>Potential breach of condition 4 (highways) from 20/04792/FUL</b>
	Cllr Warneken advised the PC that the complaint regarded the installation of crash barriers without planning consent.		
	<b>RESOLVED:</b> That the above be noted.		
<b>iv)</b>	<b>To consider any other planning matters</b>		
	<b>ZC23/02783/DVCON</b>	<b>Broad Oak Farmhouse</b>	<b>Application for removal of condition 3 of Planning Permission 15/04023/FUL - Erection of mixed use building to include agricultural store,</b>

		<b>workshop and cider making process (Revised Scheme).</b>
	<p>Members of the PC raised concerns that the separation and subsequent sale of the agricultural workshop would increase the number of articulated lorries visiting the site on a road which is not appropriate for such vehicles and has a dangerous junction. It was recommended that the PC object to the application, repeating the concerns regarding road safety that were expressed in the objection to 22/00001/FUL</p>	
	<b>RESOLVED:</b> The PC raise an objection to the removal of condition 3 in 15/04023/FUL	
<b>72.</b>	<b><u>Public Open Spaces</u></b>	
<b>i)</b>	<b>To receive any updates on S106 funded play equipment at PRD</b>	
	<p>The POS and Allotments committee members met with Kate Dawson and Lee Jones from NYC on 3<sup>rd</sup> August at the PRD play area. There are currently S106 funds of £66,880 which it is hoped can be part used to bring the play area up to the required standard and release funds for the Marston Road play area. It was proposed that two picnic benches, two activity boards and a basket swing would be suitable additions.</p>	
	<b>RESOLVED:</b> That the Clerk obtain quotes for the above equipment for PRD Play Area.	
<b>ii)</b>	<b>To consider the maintenance of Westfield Green</b>	
	<p>It had been noted that the contractor had not mowed the grass at the northern end of the site and it had now become very untidy. It was recommended that the site be fully cut as soon as possible. A local ecologist has offered wildflower seeds as these will be spread on the site. A revision of the existing maintenance specification was proposed.</p>	
	<b>RESOLVED:</b> That the contractor be asked to fully mow the site and the existing maintenance contract be revised at the next meeting of the POS, Allotments and Playgrounds Committee.	
<b>iii)</b>	<b>To consider a quote for the repair of the log walk at Marston Road</b>	
	<p>Streetscape confirmed that the log walk was too rotten to repair and had quoted £375 + VAT to remove it. Cllr Warneken asked that a quote be obtained for a replacement piece of equipment as there may be Locality Funding available. Cllr McHenry reported that the wet pour surface at the swings had started to shrink. Cllrs McHenry and Tomes agreed to undertake a detailed inspection of the park and report back at the next meeting.</p>	
	<b>RESOLVED:</b> That the removal cost of £375 be approved. The Clerk to obtain a quote for a replacement piece of equipment.	
<b>73.</b>	<b><u>Community Plan Working Group (CPWG)</u></b>	
<b>i)</b>	<b>To receive an update from the CPWG</b>	
	<p>Cllr Corbett confirmed that actions are still being allocated. A representative from Future Footprints has now joined the group.</p>	
<b>74.</b>	<b><u>Tockwith Sportsfield Trust:</u></b>	
<b>i)</b>	<b>To receive a report from TWWPC representative on Tockwith Sportsfield Trust (Cllr Corbett)</b>	
	<p>The Sportsfield Trust AGM took place on Monday 24th July. Stuart Coggrave has stepped down from the trust but has offered to help when needed. A Sportsfield Trust meeting was held after the AGM at which S106 funds were discussed. The Trust has agreed to invest in a MUGA and bowling green watering system. Results from the Community Plan survey were considered, and the trust is happy to offer the Sportsfield Hall as a café space. The Trust would like to work more closely with the Village Hall and has discussed the sharing of a cleaner / caretaker and having a centralised booking system for the two facilities. There has been a recent spate of vandalism at the Sportsfield including bins being pushed over, litter strewn about, broken bottles and attempted break ins to doors and containers. Cllr Clark</p>	

	asked if it was possible to see the minutes of the AGM. Cllr Corbett said she would distribute them to the PC members.
	<b>RESOLVED:</b> That the report be welcomed.
<b>75.</b>	<b><u>Tockwith Village Hall:</u></b>
<b>i)</b>	<b>To receive a report from TWWPC representative on the Village Hall Management Committee</b>
	Cllr Blake said the VHMC had not met over the summer. Work to replace the emergency doors has now been booked in for Monday 23rd October. Quotes are still being obtained for the other repairs. Cllr Clark asked if the hall had considered marking out the parking spaces. Cllr Blake said this had not been discussed. The PC was in agreement that car park lines were now a necessity. Cllr Blake was asked to obtain quotes to undertake the work.
<b>76.</b>	<b><u>Highways and Transport Matters:</u></b>
<b>i)</b>	<b>To receive an update on the 412 bus service</b>
	Cllr Warneken confirmed he had been in discussions with the other Parish Councils on the bus route to see if they would be happy to fund a Saturday service. The response so far had been positive. Cllr Warneken confirmed he would report back at the next meeting.
<b>ii)</b>	<b>To consider other highways and signage complaints</b>
	Cllr Tomes expressed his disappointment with Area 6 due to the lack of progress and communication from the Highways Officers on a growing number of reported issues. Cllr Warneken said he had put Tockwith forward as a pilot scheme for a 20mph zone. Cllr Tomes proposed that the PC also apply to Highways for the 20mph scheme.
	<b>RESOLVED:</b> That the PC apply for a 20mph scheme in Tockwith.
<b>77.</b>	<b><u>Future Footprints</u></b>
<b>i)</b>	<b>To receive an update on the EV Charging Points at Tockwith Sportsfield Trust (Cllr Marsh)</b>
	The Clerk confirmed that grant funding of £31,334 had now been received from the Department for Transport. The BP Pulse Contract is being awaited for signing.
<b>ii)</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>
	The group met on Monday 21 <sup>st</sup> August for an EGM to elect officers. Cllr Warneken was elected as Chairman. The group's focus will be on three areas: Tree and hedgerow planting, 20's Plenty, and information sharing around biodiversity, public open spaces and rights of way. Cllr Warneken said Barry Wright and Brooks Ecology were advising the group on public open spaces. The group's next meeting will be via Zoom on Wednesday 4 <sup>th</sup> October.
<b>78.</b>	<b><u>Parish Councillor Surgeries:</u></b>
<b>i)</b>	<b>To consider any issues raised at PC surgeries</b>
	Two issues were raised at the last surgery: <ul style="list-style-type: none"> <li>• Flooding and drainage at Church Farm. Cllr Warneken is meeting the NY Planning Officer on site to inspect the drainage and its impact on wildlife.</li> <li>• A resident had complained about the uncut grass at Westfield Green. An online poll was suggested to obtain residents' views on grass cutting.</li> </ul>
<b>ii)</b>	<b>To agree Councillor attendance at the next surgery on Saturday 2<sup>nd</sup> September</b>

	Cllrs Blake, McHenery and Clark confirmed their availability.
	<b>RESOLVED:</b> That Cllrs Blake, McHenery and Clark attend the September surgery.
<b>79.</b>	<b><u>Correspondence</u></b>
<b>i)</b>	<b>To note list of correspondence received and circulated</b>
	<b>RESOLVED:</b> That the correspondence be noted.
<b>80.</b>	<b><u>Media/Press releases:</u></b>
<b>i)</b>	<b>To consider any matters for press release or community news.</b>
	None.
<b>81.</b>	<b><u>Next Meeting</u></b>
<b>i)</b>	<b>To receive any items for consideration at the next meeting</b>
	None.
<b>ii)</b>	<b>To confirm the date for the next Parish Council meeting</b>
	<b>RESOLVED:</b> The next meeting will be on Monday 25th September at Tockwith Village Hall.
	<b>With no further business, the Chairman declared the meeting closed at 20:30</b>