



# 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 Monday 25 March 2024 at Tockwith Village Hall, 1 Marston Road, Tockwith, YO26 7PR.

**Present:** Cllr Arnold Warneken (Chairman), Cllr Alex Marsh, Cllr Simon Blake, Cllr Stuart McHenry, Cllr Ray Clark.

**Apologies:** Cllr Kriston Wright.

**Guests:** Police Sergeant Pierre Olesqui (NYP)

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

Fifteen members of the public were in attendance.

### MINUTES

<b>195.</b>	<b><u>Apologies:</u></b>
<b>i)</b>	<b>To note any apologies received</b> Apologies had been received from Cllr Wright.
<b>ii)</b>	<b>To approve any reasons for absence submitted for consideration</b> <b>RESOLVED:</b> That the reasons for absence submitted by Cllr Wright be accepted.
<b>196.</b>	<b><u>To Note any Declarations of Interest:</u></b>
<b>i)</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> Cllrs Warneken and Marsh declared an interest in agenda item 204ii - ZC24/00001/FUL - Land Comprising OS Field 2062, Warfield Lane, Cowthorpe. <b>RESOLVED:</b> That the declarations of interest be noted and the above Councillors be excluded from a vote on such matters.
<b>ii)</b>	<b>To approve any dispensation requests received</b> None.
<b>197.</b>	<b><u>Public Open Forum:</u></b> One member of the public attended the meeting to raise his concerns and obtain clarification on the North Yorkshire Home to School Travel Policy Consultation. It has been stated that transport will only be funded to the closest secondary school. For Tockwith this would be Wetherby, which is outside the NY Local Authority. The resident asked if clarification could be sought on whether this would be the case or whether funded transport would still be provided to King James School in Knaresborough. It was also asked when the new policy would come into place and whether it will apply to existing pupils who are part way through their secondary education. The resident was asked to send his questions to the Clerk. One resident came to

	<p>report concerns about sewage in the dike during period of high rainfall. The resident has spoken to YW who have visited the site, but nothing has been done. Cllr Warneken said Ainsty Drainage Board should be contacted to ascertain who is responsible for the dike as this will likely be the Environment Agency. The resident was asked to send more details to the Clerk so that this could be investigated. Two allotment holders attended to ask if a recently vacated plot at Bridlepath could be used as a shared community allotment, giving more people the opportunity to grow produce. The Clerk confirmed that there was currently nobody on the waiting list at Bridlepath, but asked how such as shared space would be managed and whether there were enough people wanting to grow their own produce to make full use of the plot. The allotment holders said this is something they would need to explore and requested time to do this. It was confirmed that the plot is currently in a good state of cultivation. The requesting allotment holders said they would maintain it whilst they put together a plan for a community shared plot. The PC agreed to consider this under item 205ii.</p>
<b>198.</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 Paraskos had given his apologies prior to the meeting. Cllr Warneken confirmed he had nothing to report at present.
<b>199.</b>	<b><u>North Yorkshire Police:</u></b>
	<b>To receive an update from representatives from North Yorkshire Police</b>
	Police Sergeant Pierre Olesqui attended the meeting. Police Officers are looking into the recent incidents of Anti-Social Behaviour (ASB) but cannot comment on individual cases. It was stated that Tockwith is a very low crime area with only 6 reports of ASB made in the last 6 months. PS Olesqui reinforced the importance of reporting all cases of ASB. Residents are encouraged to sign up to the North Yorkshire Community Messaging Service where they can receive alerts about events, crime appeals and safety advice. PS Olesqui said that Ring Doorbells have provided very useful video evidence in a number of recent cases and that residents are encouraged to look at the crime alerts to see if they can help in any way with providing video evidence. Cllr Warneken said it would be very helpful if the What3Words location could be used when reported incidences of ASB to the police.
<b>200.</b>	<b><u>Minutes:</u></b>
<b>i)</b>	<b>To approve the minutes of the Ordinary Parish Council Meeting held 26 February 2024 as a true and accurate record of that meeting.</b>
	<b>RESOLVED:</b> That the minutes of the Ordinary Parish Council meeting held 26 February 2024 be approved as a true and accurate record of that meeting.
<b>201.</b>	<b><u>Finance:</u></b>
<b>i)</b>	<b>To approve a bank reconciliation to 29/02/2024 (as evidenced by bank statement and ledger/cashbook).</b>
	<b>RESOLVED:</b> That the bank reconciliation to 29/02/2024 be approved. The PC's bank balance as at 01/03/2024 is £ 82,353.49.
<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 consider the 2023-24 assets list</b>
	The updated assets list had been circulated prior to the meeting.
	<b>RESOLVED:</b> That the Asset Register be confirmed as correct as at 25 March 2024.
<b>iv)</b>	<b>To consider the Parish Council's internal control list and financial risk assessment</b>

	All internal controls and the internal audit system were found to be effective.		
	<b>RESOLVED:</b> The Council accepted the reports, to be signed by the Chairman, the Clerk and two bank signatories.		
<b>202.</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	£930.54
	Village Hall	Room Hire	£45.00
	HMRC	PAYE Q4	£834.18
	John Sutcliffe	Village Hall Emergency Lighting	£876.00
	Yorkshire Green Team	Marston Road Playground Maintenance March	£70.00
	Brightpay	Annual Payroll Subscription	£94.80
	<b>Receipts</b>		
	Lloyd's Bank	Bank Interest	£90.13
	<b>RESOLVED:</b> That the invoices noted above be paid in full with immediate effect.		
<b>203.</b>	<b><u>Tockwith Parish Council Administration and Governance:</u></b>		
<b>i)</b>	<b>To consider topics and speakers for the Annual Parish Meeting on 9<sup>th</sup> May.</b>		
	Cllr Warneken proposed that representatives be invited from the Community Energy Fund to give an overview on the grant scheme for feasibility studies on cleaner energy initiatives. Cllr Blake proposed that he share an overview of the proposals for the Village Hall extension.		
	<b>RESOLVED:</b> That the above topics be included on the agenda for the Annual Parish Meeting.		
<b>ii)</b>	<b>To consider any requests for training</b>		
	No requests for training were received.		
<b>204.</b>	<b><u>Planning:</u></b>		
<b>i)</b>	<b>To consider planning applications received</b>		
	ZC24/00073/FUL	Tockwith Sportsfield Trust	Conversion of existing tennis courts to form a multi-use games area (MUGA) with associated flood lighting, fencing and resurfacing
	Cllr Clark said that he had attended the Sportsfield Trust meeting and recommended that the plans be supported. <b>RESOLVED:</b> That the above application be supported.		
<b>ii)</b>	<b>To note all planning decisions received</b>		
	ZC24/00001/FUL	Land Comprising OS Field 2062, War Field Lane, Cowthorpe.	Construction of six ponds as habitat for Great Crested Newts under Natural England's District Level Licensing programme
	<b>NYC Decision:</b> APPROVED subject to the conditions. <b>RESOLVED:</b> That the above be noted.		
<b>iii)</b>	<b>To consider any planning enforcement related matters</b>		
	24/00061/PR15	3 Bramblegate Road	Unauthorised works to protected trees

	24/00078/PR15	Jodhpurs Riding School, Blind Lane	Shipping containers and use of land for commercial storage activities
	24/00077/PR15	Tockwith Lane, Cowthorpe	Formation of stepped access
	<b>RESOLVED:</b> That the above be noted		
<b>iv)</b>	<b>To consider any other planning matters</b>		
	None.		
<b>205.</b>	<b><u>Public Open Spaces</u></b>		
<b>i)</b>	<b>To consider the purchase of a replacement battery at £223+VAT for the Tockwith Surgery defibrillator.</b>		
	<b>RESOLVED:</b> That the cost of £223+VAT be approved.		
<b>ii)</b>	<b>To receive an update on the allotments</b>		
	Two allotments holders had asked if the PC would allow the vacated Bridlepath plot 1A to become a community plot. The applicants agreed they would come forward with a plan for how this could be managed. Cllr Warneken proposed that the applicants be given two months to create the plan during which period they would be responsible for maintaining the plot.		
	<b>RESOLVED:</b> That Plot 1A be approved as a community plot in principle with plans for its management to be considered at the May PC meeting.		
<b>206.</b>	<b><u>Tockwith Village Hall:</u></b>		
<b>i)</b>	<b>To consider a specification for the Village Hall extension</b>		
	Cllr Blake circulated a revised specification prior to the meeting. The following updates had been made to the previous version: 17 - statement about the rear doors conforming to fire regulations, 20e - statement about linking the existing fire alarm system into the new extension, 21 – heating - the inclusion of 3 options for using air source heating.		
	<b>RESOLVED:</b> That the revised specification be approved and uploaded to the Government Contracts Finder.		
<b>ii)</b>	<b>To note additional emergency lighting costs at £170+VAT</b>		
	Three additional bulkheads and one circular light had been required as part of the lighting upgrade.		
	<b>RESOLVED:</b> That the additional cost of £170+VAT be approved.		
<b>iii)</b>	<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. <ul style="list-style-type: none"> <li>• Remedial work to the rear garden fence has been undertaken by Cllr Blake and Dave Hardman but the fence will need to be replaced in the near future. There are some spare panels and posts to do this. The owner of the land to rear will erect the fencing he needs to contain the sheep.</li> <li>• The small caravan in the car park will be moved to behind the Forge.</li> <li>• The VHMC are liaising with Cllr Clark regarding an alternative placement for the YAA Clothes Bank.</li> </ul>		
	<b>RESOLVED:</b> That the report be welcomed.		
<b>207.</b>	<b><u>Tockwith Sportsfield Trust:</u></b>		
<b>i)</b>	<b>To receive a report from TWWPC representative on Tockwith Sportsfield Trust</b>		

	<p>Cllr Clark submitted a written report prior to the meeting.</p> <ul style="list-style-type: none"> <li>• A date is being awaited for the install of the EV Chargers</li> <li>• The Bowls Club watering system is well on the way to a conclusion</li> <li>• The M.U.G.A planning application has been submitted</li> <li>• It was agreed pricing would be obtained for broadband installation to make the venue more attractive to hirers. The hiring out of the grassed areas is also being explored.</li> </ul>
	<b>RESOLVED:</b> That the report be welcomed.
<b>208.</b>	<b><u>Future Footprints</u></b>
<b>i)</b>	<b>To consider the undertaking of a feasibility study for the decarbonisation of PC buildings and the creation of local green energy.</b>
	Information about the Community Energy Fund had been circulated prior to the meeting. Funding of up to £40K is available for a feasibility study and up to £100k for a more detailed investigation of the technologies, planning applications and to develop a business case. Representatives from the North East & Yorkshire Net Zero Hub will be invited to the Annual Parish Meeting to give an introduction on the opportunities to use this funding on projects in the Parish.
<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>
	Cllr Marsh said that FF had not met since 29th January. BP Pulse sent an update on the EV Chargers on 22 <sup>nd</sup> March. Wayleaves are still being awaited and that there is no time frame for when this is expected to be concluded.
	<b>RESOLVED:</b> That the report be welcomed.
<b>209.</b>	<b><u>Tockwith Together</u></b>
<b>i)</b>	<b>To receive the results of the young person's survey</b>
	Cllr McHenery reported that data analysis is still taking place. A very loose first draft has been produced, but the relatively small sample means that further careful consideration is necessary before issuing it as an agreed document.
<b>ii)</b>	<b>To receive a report on the activities of Tockwith Together</b>
	<p>Cllr McHenery circulated a written report prior to the meeting.</p> <ol style="list-style-type: none"> <li>1. The last meeting of TT was on 3rd February. Next scheduled meeting is on 6th April but there was an extra session to discuss Skewkirk Bridge on 23<sup>rd</sup> March.</li> <li>2. Community Information boards design and content work continues.</li> <li>3. Community bus plan continues. Discussions with potential local user groups (e.g. school and Village Hall) has taken place to try to understand potential non 'bus route' style take-up and discussions with NYC have taken place.</li> <li>4. Community Plan document production continues. Third draft is on internal TT circulation pending additions. Intention is to present to the PC in May.</li> <li>5. A subgroup is looking at local history and heritage following the emergence of some interesting books and documents.</li> <li>6. Footpaths and cycleways continue to be an area of interest, the key focus being the Skewkirk Bridge. TT is looking to investigate the legal, political and land ownership questions surrounding this to formulate a more coherent approach to reinstatement should that be practical.</li> </ol>

iii)	<b>To discuss the PC's engagement with Tockwith Together</b>
	Cllr Warneken expressed his concern regarding a misstatement that had been made regarding the PC's views on Skewkirk Bridge. Cllr McHenry said he had liaised with members of TT and that the misunderstanding had been resolved.
<b>210.</b>	<b><u>Highways &amp; Transport Matters</u></b>
	<b>Home to School Travel Policy Consultation</b>
	The Clerk said she had requested a copy of the survey in word doc or pdf format so that the PC could review and respond to the questions as a body. This is still being awaited. Councillors were asked to consider the consultation documents which had previously been circulated. A number of questions are waiting to be addressed and Cllr Warneken said he would seek a response to these. An extension to the deadline date would be requested to allow the PC time to consider the answers and formulate a response at its April meeting.
	<b>Southfield Lane Road Surface</b>
	A resident had written to say that the road surface outside Tockwith School continues to deteriorate and that previous pothole reports had been closed on the NYC Highways portal. It was suggested that the S106 team be consulted to see if there was any additional funding available for road repairs.
	<b>RESOLVED:</b> The Clerk to contact the S106 team to make enquiries.
<b>211.</b>	<b><u>Correspondence</u></b>
i)	<b>To note list of correspondence received and circulated</b>
	<b>RESOLVED:</b> That the correspondence be noted.
<b>212.</b>	<b><u>Media/Press releases:</u></b>
i)	<b>To consider any matters for press release or community news.</b>
	The Clerk proposed that the Annual Parish Meeting be promoted and said she would bring printed posters for mounting in the village at the April meeting.
	<b>RESOLVED:</b> That the APM be promoted with posters.
<b>213.</b>	<b><u>Next Meeting</u></b>
i)	<b>To receive any items for consideration at the next meeting</b>
	None.
ii)	<b>To confirm the date for the next Parish Council meeting on 22 April 2024</b>
	<b>RESOLVED:</b> That the date for the next Parish Council meeting be Monday 22 April at 7pm in the Village Hall.
<b>214.</b>	<b><u>Parish Councillor Vacancies</u></b>
i)	<b>To consider candidates for co-option</b>
	The PC had received four applications for co-option. One applicant gave their apologies that they were not able to attend the meeting. One applicant withdrew their application during the meeting and asked that they be considered at the April meeting. Two applicants gave a five-minute verbal presentation on why they wished to join the Parish Council. The Parish Council

	<p>went into closed session to discuss the applications before inviting the applicants and any members of the public to re-enter the meeting.</p> <p>Cllr Clark gave his verbal resignation and left the meeting before voting had taken place. Cllr McHenry proposed Ed Harrison, seconded by Cllr Blake. All in favour. Cllr Blake proposed Helen Algar, seconded by Cllr Warneken. All in favour. A third applicant had no proposer. It was agreed that the fourth applicant would be reconsidered at the April meeting.</p>
	<p><b>RESOLVED:</b> That Ed Harrison and Helen Algar be co-opted to the Parish Council. The Clerk to obtain Acceptance of Office forms and Declarations of Interest within 28 days.</p>
	<p><b>With no further business the Chairman declared the meeting closed at 21:15</b></p>

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