

Little Ouseburn, Kirby Hall and Thorpe Underwood Parish Council

Minutes of the ANNUAL MEETING OF THE PARISH COUNCIL held at the Little Ouseburn Village Hall on Thursday 12th July 2018 at 7.30p.m.

Prior to commencement of the formal meeting, councillors completed their Declaration of Acceptance of office.

Present: Cllrs: Doug Smith, Nicholas Orr and Sarah Greensit. County Cllr. Andy Paraskos, Borough Cllr. Ann Myatt, Russ Harrison and 3 members of the public.

18/01 **To elect the Chairman** of the Council and receive the Chairman's Declaration of Acceptance of Office. It was approved by all that Cllr. Doug Smith be elected as Chairman and he signed the declaration of office.

18/03 To consider co-option of Russ Harrison on to the Parish Council. - Approved

18/02 **To elect the Vice Chairman** and to receive the Vice Chairman's Declaration of Acceptance of Office. It was approved by all that Cllr. Russ Harrison be elected as Vice- Chairman and he signed the declaration of office.

18/04 To approve that Amanda Kennerley be the new clerk to the Parish Council and to sign Contract of Employment. Approved and Contract of employment signed.

18/05 To receive apologies for absence: Cllr. Caroline Bligh (work) and PC Jan Powell

18/06 To receive declarations of disclosable pecuniary interest (not previously declared) on any matters of business. NONE

18/07 To approve the minutes of the meeting held on 12th April, 2018 – Approved and signed

18/08 Public Participation: We aim to allow approximately 15 minutes for comments and questions. Standing orders are suspended for this item.

Fishponds Bridge (included in 18/09).

Cllr. Andy Paraskos - NYCC highways now have no objections to PVC gates, which would be erected on the entrance to the village, hopefully to reduce traffic speed. These would cost £500 for each gate. He would approach the officer in charge at NYCC to contact the clerk and could also provide funds towards the costs. Cllr. Paraskos also to follow up resurfacing of the Main Street onto Boroughbridge Road, which was due to be done in 2017. It is now very slippery and in need of repair.

Cllr. Ann Myatt informed the PC about the current situation regarding the HDLP which was to go to the Secretary of State by the end of the year, with Greater Hammerton being the preferred option. She mentioned the Parish Council briefing sessions at HBC.

18/09 Fishponds Bridge - Great Ouseburn Parish Council has been approached by the family of Fred Jackson who wish to pay towards the replacement of the footbridge at the Fishpond in his memory. A small plaque would be placed on the new bridge commemorating this. The family introduced themselves and explained why funding a new footbridge would be special to the memory of Fred Jackson. The current bridge was erected as a temporary measure over 30 years ago when the road bridge was closed and is now very slippery when wet. The PC agreed that the possible designs were functional, fitted in with the rural aspect, had a non- slippery surface and a curvature that matched the road bridge. GOPC believe installation costs would be minimal as the fixings will already be there and they are willing to provide or raise all extra funds needed if necessary. LOPC approved the idea but wished to see the chosen design before it was finalised.

18/10 Planning –

a) To note applications received when the parish council was not quorate:

18/01928/FUL Conversion of garage to form 2 holiday cottages, Spacey House Farm YO26 8EJ for Messrs. S Walmsley and Partners

18/01457/FUL Erection of domestic outbuilding The Cabin, Tippets Lane YO26 9ST for Mrs M. McCaffrey

18/01618/FUL Single storey extension 7 Broomfield Cottages YO26 9TE for Mr P Bielby

18/00059/FUL Retrospective application for infilling of pond, Queen Ethelburgas College YO26 9SS for Foxlow Ltd.

b) To note decisions made by HBC since last meeting:

18/01928/FUL Conversion of garage to form 2 holiday cottages, Spacey House Farm YO26 8EJ for Messrs. S Walmsley and Partners – Approved subject to conditions

18/01457/FUL Erection of domestic outbuilding The Cabin, Tippets Lane YO26 9ST for Mrs M. McCaffrey- Approved subject to conditions.

18/00462/FUL Conversion of garage to form living accommodation and erection of detached garage and new access Hill Crest, Main Street YO26 9TD for Mr P McGann

18/01618/FUL Single storey extension 7 Broomfield Cottages YO26 9TE for Mr P Bielby – Approved subject to conditions

18/01020/DVCM AJ Removal of cond.3 and variation cond.4 genesis Centre, QEC – Approved

18/00613/FULMAJ Retrospective application 3 storey building QEC -Approved subject to conds.

18/00611/LB Listed building consent – stud walls, false ceiling etc. QEC – Approved subject to conditions.

18/00264/BRPC15 Possible breach of planning – removal of hedge and not according to plans (height of garage and Velux windows). Planning ref. 16/05157/FUL – Clerk to follow up.

c) No applications pending to consider at the meeting

18/11 To approve the Risk Assessment (Chairman to sign)- Approved

18/12 To approve and adopt revised Standing Orders as recommended by National Association of Local Councils (NALC) - Approved

18/13 To review the Council asset register – Approved. Clerk to enquire whether HBC own the play area equipment rather than LOPC.

18/14 The Annual Governance Statement on the Annual Return was approved.

18/15 The Accounting Statement on the Annual Return was approved. The Exemption Certificate for the External Auditor was also signed.

18/16 Finance:

(a) The current financial statement was circulated to the PC before the meeting:

			Current A/C		Reserve A/C		Deposit A/C	
Date	CHQ	Transaction	IN	OUT	IN	OUT	IN	OUT
		Carried Forward 14.04.18	3436.34		1396.49		1044.57	
20.04.18	S/O	HP Grant Grass Cutting		75.00				
26.04.18	377			21.60				
27.04.18		1st half precept HBC	1750.00					
30.04.18	376			15.00				
14.03.18		Interest			0.24			
29.05.18	378	Data Protection		40.00				
29.05.18	379	Council Insurance		365.93				
		TOTALS	1750.00	517.53				
		Balance 14.05.18	4668.81		1396.73		1044.57	

- (b) To formally approve donation of £500 towards Little Ouseburn playground play area refurbishment project agreed in April minutes - Approved
- (c) To consider renewal of YLCA 2018/19 £122. The PC approved to not renew.
- (d) Accounts paid since last meeting: Data protection £40, Insurance £365.93. Accounts paid: Clerks wages and expenses £189.61, HMRC (PAYE) £42, Playground donation £500. Poppy wreath (N. Orr) £12
- (e) To approve to change the bank mandate to include the new clerk - Approved
- (f) To approve an Internal Auditor. Approved to ask John Gawthrope

18/17 To note the renewal of the Council insurance policy - Noted

18/18 To formally adopt the Records Management Policy - Approved to adopt

18/19 Grass cutting – To approve that Land and Field take over the grass cutting contract from Green and Tidy. Approved.

18/20 To consider continuation of litter picking for 2018/19. £122.17 was received from HBC for 2017/18 – Approved.

18/21 Reports:

- (a) Police Liaison Group/Neighbourhood Watch – nothing to report. The village email system is considered a good way to inform residents.
- (b) Village Hall - Started a get together/village pub once a month on a Friday. Hoping that the village hall will be used by other groups during the day now the recent closure of the playgroup.
- (c) Holy Trinity Church – The organ has been sent away for restoration.
- (d) Playgroup - this has now disbanded
- (e) Open Gardens – 13th May 2018 A great village event which raised £5500
- (f) Police report - 17th June - Concern for the safety of a resident. Everything was found to be in order although a referral was made to social services.
29th June - Fault with the traffic lights at the Main Street Junction. This was repaired without issue.
Crime has been relatively low over the late spring/early summer although we've had several overnight thefts from farm premises close to Little Ouseburn. Please do encourage local residents to be vigilant, particularly overnight, and report any suspicious persons or vehicles to us.
North Yorkshire Police have now decided to close Boroughbridge Police Station, probably within the next few months. Boroughbridge officers and staff will be moved to Knaresborough Police Station.
- (g) Little Ouseburn No Calling Zone – This is now up and running

18/22 To give LOPC comments regarding PCC Julia Mulligan – Neighbourhood Policing Survey. Clerk to mention camera vans, closure of Boroughbridge police station and rural crime as relevant issues to LOPC.

18/23 To note correspondence received and circulated by the clerk.

1. Launch event THE LOCAL LOTTO for the Harrogate District
2. SHAPING OUR FUTURE: New strategic plan of the National Association of Local Councils.
3. HBC Community Infrastructure Levy Consultation 25th May to 6th July 2018.
4. York and North Yorkshire Play and Recreation Association info
5. YLCA White Rose update June 2018
6. **British Heart Foundation CPR COURSES** are held throughout the year run by the patient group volunteers from Green Hammerton and Tockwith GP surgeries
7. NALC weekly email newsletters

18/24 Clerk's notes (need no approval)

1. Fly tipping at the end of Main Street reported to HBC and NYCC highways.
2. A Privacy Policy has been placed on the SPC website to conform to data protection regulations.
3. The speed awareness sign on Main Street is out of order and has been reported.
4. The deep pothole/sinkhole outside Twyford has been reported. It was inspected by NY highways 26th June and is to be repaired.

18/25 Matters arising for inclusion in the next agenda: Gates into village – main road most important

18/26 The date of the next meeting is 11th October 2018 at 7.30pm.
Meeting closed 21.18

Amanda Kennerley (clerk)

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