

BURTON LEONARD PARISH COUNCIL
MEETING: 15 February 2021 5.00pm (Via Zoom Webinar)
MINUTES

Present

Cllr. K Townson (Chair)

Cllr C Trout, Cllr P Bappoo Cllr A O'Kane, Cllr F Barwick, Cllr Z Metcalfe (HBC) (until 6pm), Cllr M Harrison (NYCC) (until 6pm), P Thornhill (Parish Clerk)

ACTION

1. Apologies for Absence

None

2. Declarations of Interest in Items on the Agenda

Cllr C Trout declared a possible interest in Agenda Item 9.vi. The Clerk advised that at this stage of discussion he did not perceive a conflict.

3. Approval of Minutes from the previous Meeting held on 11 January 2021 as a correct record

Proposed: Cllr P Bappoo ; Seconded: Cllr K Townson; Carried Unanimously

4. Matters arising from the previous Minutes not covered by the Agenda

None. However it was proposed by the Chairman that, unless there were any objections, those agenda items that directly involved Cllrs Metcalfe and Harrison should be dealt with first to allow them to leave the meeting. There were no objections to this proposal.

5. Planning

Recent notifications received:

i. **HBC Status: Registered** [21/00064/DISCON|Received 08.01.21|Validated 08.01.21]

Approval of details required under conditions 9, 10 & 11 (drainage) of planning permission 19/03854/FULMAJ - Partial demolition of Primrose House, demolition of existing commercial buildings, improvements to access from Copgrove Road, change of use of application site to residential (C3) and construction of 30 dwellings (including affordable homes). | Primrose House Copgrove Road Burton Leonard HG3 3SJ

15.02.21: Noted that NYCC LLFA has objected to the surface drainage proposal

ii. **HBC Status: Registered** [21/00391/DISCON|Received 01.02.21|Validated 01.02.21]

Approval of details required under conditions 3 (materials) and 14 (highways) of planning permission 19/03854/FULMAJ - Partial demolition of Primrose House, demolition of existing commercial buildings, improvements to access from Copgrove Road, change of use of application site to residential (C3) and construction of 30 dwellings (including affordable homes) | Primrose House Copgrove Road Burton Leonard HG3 3SJ

15.02.21: Noted that the materials aspect only relates to paved areas and road surfaces

Important planning applications on-going

Other planning applications on-going or approved since last meeting

iii. **HBC Status: Registered** [20/04332/FUL|Received 01.11.20|Validated 01.12.20]

Loft Conversion with erection of 2no. rear facing dormer windows. | Melbourne House Station Lane Burton Leonard HG3 3DG

Cllrs have resolved not to object. 15.02.21: Application approved since distribution of agenda

iv. **HBC Status: Registered** [21/00030/PBR|Received 21.12.20|Validated 21.12.21]

Prior notification for the conversion of existing agricultural buildings to form 3no. dwellings. | South Of Park House Station Lane Burton Leonard Harrogate North Yorkshire HG3 3RX

Clerk has already requested via email that Cllrs provide him with a coordinated view by 23 January 2021
15.02.21: Cllrs had not provided guidance on a response. Guidance would be provided when a formal planning application made

v. **HBC Status: Permitted** [20/04153/AMENDS|Received 23.10.20|Permitted 15.01.21]

Non Material Amendment to allow alterations to the house types approved under Condition 2 of 16/01869/FULMAJ as amended by 19/05043/DVCMAJ | Flats House Scarah Lane Burton Leonard HG3 3RS [27.11.20]: Parish Clerk briefing paper to Cllrs on issues (including lack of timely HBC

notification/consultation); [01.12.20]: Cllr Townson requests BLPC Cllrs views on next steps; No formal input yet submitted to HBC by BLPC. [11.01.21]: Discussed and agreed unanimously that there was a risk that other changes would be forthcoming/implemented and that all changes should be considered in one application. BLPC Clerk requested to draft and submit an objection on behalf of BLPC

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15.02.21: Clerk reported that due to lateness of Cllrs request, it had not been possible to prepare and submit an objection before HBC granted approval on 15.01.21

- vi. **HBC Status: Permitted** [20/02767/FUL|24.07.20|Permitted 01.02.21]
Installation of pedestrian gate. | Land Opposite 8 West Terrace Scarah Lane Burton Leonard Harrogate North Yorkshire HG3 3RR
[09.10.20] Parish Council has objected. [11.01.21]: Discussed revised proposals. Unanimously agreed to object again on the grounds that gate still located in an unsafe location adjacent to Scarah Lane, a better alternative would be adjacent to field gate; protection of orchard
- vii. **HBC Status: Permitted** [20/03910/FUL|Received 08.10.20|Permitted 01.02.21]
SHOWER ROOM EXTENSION AND STABLE BLOCK | Lime Kilns Farm Limekiln Lane Burton Leonard HG3 3TE
Cllrs have resolved not to object
- viii. **HBC Status: Permitted** [20/03205/FUL|24.08.20|Permitted 11.01.21]
Erection of garage. Installation of electric gates. Alterations to access. | The Lilacs Copgrove Road Burton Leonard

On-going tree and enforcement notifications

- ix. **HBC Status: Registered** [21/00040/PR15|Received 04.02.21]
Potential change of use from tourist accommodation to residential

6. Finance

- i. **Bank statement:**
To receive the bank statement for the period 28 November 2020 to 29 January 2021
- ii. **Income and expenditure:**
To receive and approve the I&E summary (31 January 2021) circulated in advance of the meeting.
Proposed: Cllr F Barwick; Seconded: Cllr C Trout; Carried Unanimously
- iii. **Confirmation of Income and Expenditure incurred during CV-19 lockdown since previous meeting:**
 - a) Noted that copies of all invoices (as shown on the I&E statement) were circulated (in line with Parish Council's standard financial procedures) as part of the payment initiation/approval process to Cllrs O'Kane, Townson & Barwick
 - b) Approval of invoices submitted for payment by Philip Thornhill (Clerk/RFO), initiated for BACS payment by Cllr O'Kane and approved for BACS payment by Cllr Townson and/or Cllr Barwick
Proposed: Cllr A O'Kane; Seconded: Cllr F Barwick; Carried Unanimously
- iv. **Parish Precept 2021-22**
Clerk reported that HBC had acknowledged receipt of and registered BLPC's Precept application.

Cllr Townson

7. Members of the Public are invited to Address the Council with Questions or Comments

One member of the public attended and under Agenda item 9.vi noted that no PROWs were identified as crossing the Station Sq village green
The Clerk reported that he had been asked by one member of the public who was unable to participate to raise the matter of construction vehicles exiting the village via Oucher Lane and causing verge damage.
Clerk to investigate and pursue

Clerk

8. Councillor's Reports

- i. **Implementation of speedgates following award of NY PFC grant funding**
Area6 had been requested around 6 weeks prior to meeting to advise on siting. Input still awaited. Four week lead time for Speedgates from potential suppliers.
Clerk advised that potential delay could adversely impact 2021-22 Parish expenditure in relation to s137 since Phases 1 & 2 had been anticipated to complete within 2020-21 financial year. Clerk to evaluate 2021-22 planned expenditure impact
Clerk advised that BLPC was required to give a 3-month progress update to NY PFC in early April. Clerk to contact NY PFC and update it on potential delay
- ii. **Road safety concerns related to incomplete highway improvements at Limekiln Lane/Copgrove Road and discussion of complaints from villagers concerning alleged inaction of the Parish Council**
Clerk had prepared formal analysis and Cllr Townson raised with Cllr Harrison (NYCC) since the apparent breach was of NYCC Highways conditions
Cllr Metcalfe updated BLPC on her discussion with Chartford in relation to mud on highway and other issues. Chartford has acknowledged mistakes (especially highway mud) and advised action being taken.
Cllr Metcalfe to also discuss the matter with Area6
- iii. **Yorkshire Water S/W drainage from George Armitage House (GAH)**

Cllrs Bappoo + Trout

Clerk

Clerk

Cllr Metcalfe

Cllr Townson

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Cllr Townson updated meeting. YW have now worked as far as Cherry House Birkhills to clear drains of tree roots from GAH. Drains to be re-lined with separate repairs to T junction where spring enters

- iv. **The absence of adequate sanitary facilities and CV19 safeguards at Chartford Homes' development**
Apparently addressed by Chartford

9. Items for discussion/review/action

- i. **Road ponding in vicinity of Village Hall**
Clerk
With pictures courtesy of Mr M King, Area6 had been contacted - without reply at time of meeting
- ii. **Provision of disabled access to upper village green seating area**
Clerk
Re-planned and re-budgeted in 2021-22 financial year to ensure Speedgate funding vs s137
- iii. **Registration of village greens with Land Registry (due by 2025)**
Clerk
- iv. **Postcode for Chartford Homes sales web page showing as Scarah Lane HG3 3RS**
Clerk
Clerk advised that he had written the day prior to the meeting
- v. **Request for BLPC to include link to village Facebook on BLPC website**
Clerk
Done
- vi. **Footpath (and access road) opposite St Leonard's Hall in vicinity of Station Square**
Clerk
Clerk advised that he had written to Area6. Cllrs commented on potholes in Station Sq access, as well as adjacent muddy areas adjacent side of Old PO and in vicinity of drain. Discussion centred on responsibility for the areas and what was required to address issues. A member of the public noted that no PROWs were recorded as crossing Station Sq. Cllr Harrison suggested contacting NYCC Highways to determine who was responsible for Station Sq access. Clerk noted that entire area was village green - with associated legal constraints and that the situation appeared complex. **Actions agreed:** Since potholes presented a trip hazard on BLPC property, Clerk to arrange for temporary filling; Clerk to obtain Land Reg entries for all Station Sq properties to determine what if any access rights were registered against those properties ; Clerk to re-contact NYCC Highways re its responsibility (if any) for maintaining Station Sq access
- vii. **Request for PC to install additional dog poo bins**
Cllr Metcalfe updated BLPC on action taken in response to a request by Meadow Court's Co Sec for dog poo bins on Scarah Lane. Cllr Metcalfe advised that one could be made available by HBC toward the year end. Cllrs discussed and agreed that this should be sited on the triangular grass area at the junction of Scarah & Limekiln Lanes
Cllr Metcalfe +Clerk

10. Dates of Next Meetings

Cllrs requested to advise Clerk within one week from meeting if proposed dates not OK
 Proposed as Webinars (confirmation required - schedule and timing to be reviewed in light of CV19 Public Meeting restrictions):
 Cllrs

Monday	8 March 2021	5.00pm
Monday	12 April 2021	5.00pm
Monday	10 May 2021	5.00pm
Monday	7 June 2021	5.00pm
Monday	12 July 2021	5.00pm
Monday	9 August 2021	5.00pm
Monday	13 September 2021	5.00pm
Monday	11 October 2021	5.00pm
Monday	8 November 2021	5.00pm
Monday	13 December 2021	5.00pm
Monday	10 January 2022	5.00pm
Monday	7 February 2022	5.00pm
Monday	7 March 2022	5.00pm

11. Confidential Items

None

The meeting ended at 18.30