

BURTON LEONARD PARISH COUNCIL

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Minutes of the Ordinary of the Parish Council held on 4th September 2023 at 7.00pm Held at St. Leonards Hall, Burton Leonard.

(2023-2024 – 001) Present were Cllr. Keith Townson, Cllr. Paul Bappoo, Cllr. Arthur Larry and Cllr. Cathy Kitchingham.

(2023-2024 – 002) Also present were David Taylor, Clerk and Cllr. Robert Windass of North Yorkshire Council. There were no members of the public.

(2023-2024 – 003) Apologies were received from Cllr. Fiona Barwick.

(2023-2024 – 004) As Vice Chairman, Cllr. Bappoo acted as Chairman for the meeting.

(2023-2024 – 005) There were no **Declarations of Interest** received and so no dispensations were needed.

(2023-2024 – 006) It was **resolved** that the minutes of the meeting held on 7th August 2023 having been circulated for consideration beforehand were a true and correct record. The Chairman of the meeting, Cllr Bappoo, was authorised to sign them accordingly. Proposed by Cllr. Townson & seconded by Cllr. Larry.

Reports:

(2023-2024 – 007) Cllr. Robert Windass from North Yorkshire Council reported that:

1. With regard to highways issues the Parish Council experiences Cllr Windass said that he has no influence over how Area 6 operates; they make their own decisions and information is not forthcoming unless he asks specific questions.
2. The members present pointed out clearly that the junction at the Chartford Homes development and Limekiln Lane was not yet completed according to the specification as laid down in the approved planning application. It is dangerous; the sight lines for traffic are wholly inadequate. Cllr. Windass said that he would take this up with Area 6 and the Planning Enforcement Officer at North Yorkshire Council (Chris Kettle) although he pointed out the development was not yet finished; the building contractors were still on site.
3. The members also pointed out there are other enforcement matters in need of attention concerning the Chartford Homes development.
4. Members pointed out that there is a growing problem with parking on the "Cross Road" in the village. They asked Cllr. Windass if he could assist with seeking advice as to how to address the problem. He said he get back to the Council.
5. Cllr. Windass reported that with over 100 days since the formation of the new unitary authority, North Yorkshire Council is beginning to settle down. There have been problems with waste and (in particular) garden waste collections. These are getting better with fewer complaints and adverse reports. These and other problems are due largely to staff shortages. Recruitment is going ahead with success however getting statutory checks carried out takes time and causes delay. The Council is keen to employ its own full-time staff as agency staff are very costly to engage.
6. He told the meeting that the Council is strapped for funds; it has had to use £30m from reserves this year. Clearly, this is not sustainable.

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7. There is an ongoing assessment of property the new Council uses. Any rented properties in use will, if possible, be surrendered in order to save funds. Where there are clear duplication of services then premises will be consolidated and real estate either redeployed or disposed of.
8. As the new Council beds down there will be redundancies that will result in eventual savings.
9. In May 2024 there will be elections for the office of Mayor. The majority Conservative Party group have chosen their candidate. The other parties are yet to do so.
10. When the new Mayor is in place it is expected that more funding will be available from Westminster.

(2023-2024 – 008) It was the Clerk's first meeting for the Parish Council and as such he had no **report** to give. He introduced himself, however. It was **resolved** that his terms and conditions of employment should be finalised between he the Cllr. Barwick when she returns from holiday.

(2023-2024 – 009) The meeting further **considered** the matter of the use of satellite dishes in the village, it being a conservation area. Further guidance as been sought from North Yorkshire Council concerning how to resolve this situation. We await a reply. **Noted. Clerk to monitor.**

(2023-2024 – 010) The meeting **considered** the ongoing impasse regarding the installation of speed gates. The gates have been delivered but the installation costs are far beyond the budgeted amount allowed for. This is due to extra requirements / costs imposed post order / delivery of the gates. It was **resolved** that the Clerk shall take advice from Area 6 regarding there installation as, ultimately, it is they who have the final word concerning signing off the finished project.

(2023-2024 – 011) The installation of bollards on the verges in the vicinity of Copgrove Terrace has been instructed; the Parish Council requires a date for the start of the work.

(2023-2024 – 012) The Parish Council awaits a quotation from the contractor concerning refurbishing the village benches. **Noted. Clerk to monitor.**

(2023-2024 – 013) It was **resolved** that the Clerk shall appraise himself of the actions required regarding the registration of the village green land in the village. Having done this he shall report back to the Council.

(2023-2024 – 014) The matter of Traffic & Parking issues in the vicinity of the Church was further **considered**. It is noted that advice has been sought from NYC and the Police in this matter. A reply from both bodies is awaited. **Noted. Clerk to monitor.**

(2023-2024 – 015) The matter of the removal of the litter bin concrete base was further **considered**. It is noted that a request has been made to NYC in this matter. A reply is awaited. **Noted. Clerk to monitor.**

(2023-2024 – 016) A quotation has been received from the contractor concerning the provision of access to the upper village green seating area. No decision was reached and so the matter was deferred to the next meeting.

(2023-2024 – 017) With regard to the matter of weedkiller having been applied to the grass verge on the road from the A61, it was noted that no reply has been received from NYC in this matter. **Noted. Clerk to monitor.**

(2023-2024 – 018) With regard to possible projects for s106 monies due to the Parish it was **resolved** that Cllrs. Kitchingham & Bappoo report back on specific proposals when they

have more information and that Cllr. Townson shall research specific criteria concerning the award to monies to Parish Councils.

(2023-2024 – 019) The Clerk **presented** a draft social media policy for consideration. It was **resolved** that with minor alteration this was approved and shall become part of the governance portfolio of the Parish Council.

(2023-2024 – 020) It was **resolved** that the Clerk shall review the revised (draft) Financial Regulations before they are presented to the Council for approval.

(2023-2024 – 021) It was **resolved** that the Clerk shall ensure that the comments from residents concerning bus usage have been sent to the bus company.

(2023-2024 – 022) Discussions regarding any possible event to celebrate / commemorate D-Day in 2024 are ongoing.

(2023-2024 – 023) Discussions regarding updating the Parish Council community emergency / contingency plan are ongoing.

Correspondence:

(2023-2024 – 024) A letter has been received from a village resident raising the following points:

1. The benches in the village require maintenance.
2. The white lines on the road out of the village to Wormald Green require re-painting before the winter fog sets in.
3. Drainage gully gratings require cleaning out especially from the Royal Oak to the Tollhouse.
4. Grass verge near Copgrove Terrace requires reseeding due to cars parking on the grass.

The Clerk **shall write** thanking the correspondent for the time spent and noting that:

1. A programme to address this is underway.
2. The Clerk shall report this to the Highways Authority.
3. The Clerk shall also report this to the Highways Authority.
4. This situation is under review with a contractor.

(2023-2024 – 000) A letter received from NYC regarding the policy approach to village speed limits. **Noted.**

Financial Matters:

(2023-2024 – 025) The meeting was presented with the latest Bank Statement. It was **resolved** to approve this as a financial record and the Chairman of the meeting was authorised to sign it accordingly.

(2023-2024 – 026) The accounts for payment as listed on "**Appendix A**", below, were approved for payment.

(2023-2024 – 027) An Income & Expenditure report to the period 4th September 2023 (including all payments up to and over £100.00) were received and unanimously approved. The Chairman signed it accordingly. This appears at "**Appendix B**", below.

Planning Decision Notices:

(2023-2024 – 028) Planning Application 19/05043/DVCMJ to allow for the substitution of house types on plots 5, 6 and 20. Flats House Scarah Lane Burton Leonard HG3 3RS. **Permission granted** subject to conditions on 6th August 2023.

(2023-2024 – 029) Planning Application ZC23/01722/TPO. Works to 15/00059/TPORDR - Lateral reduction of 1no. Ash (T1 on plan) by 1.5m. Lateral reduction

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of 2no. Holly (T2 and T3 on plan) to boundary line. 17 Grove Avenue Burton Leonard. HG3 3FH. **Permission granted** subject to conditions on 31st July 2023.

(2023-2024 – 030) Planning Decision No ZC23/02432/TPO. Crown lift 1no. Ash tree etc. Thorn Bank, Scarah Lane Burton Leonard. **Planning Consent refused** on 11th August 2023.

Planning applications:

***NB- Planning applications.** All Comments and returns from the Parish Council can be seen on the NYC planning portal. Please see the note below for the meaning of Return Options.*

(2023-2024 – 031) Planning Application ZC23/02849/ FUL. Proposed Farm Building. Fir Tree Farm, Apron Lane, Burton Leonard, HG3 3SY. Bartle and Son.

After consideration it was **resolved** to return Option A – “the Parish Council has no Objections.”

(2023-2024 – 032) Planning Application ZC23/02938/FUL. Erection of 2no. glass roofed open sided canopies to the rear and side elevation. 1 Hymas Court Burton Leonard HG3 3FE. Mr Martin Jackson. After consideration it was **resolved** to return Option A – “the Parish Council has no Objections.”

(2023-2024 – 033) Planning Application 21/01249/SCREEN. Screening opinion for development of solar farm and battery storage system. Land Comprising Field at Station Lane Burton Leonard. Although this matter has been decided and passed by the planning authority, the Parish Council are maintaining a watching brief and have requested and been promised new boundary maps / drawings. None have been forthcoming so far. **Clerk to monitor / chase.**

(2023-2024 – 034) Planning Application 21/03626/DISCON. Approval of details required under condition 14 (groundworks) of Planning Permission 19/03854/FULMAJ etc. Land Comprising Former Alfred Hymas Depot. Copgrove Road, Burton Leonard. Enforcement matters have been raised by the Parish Council and we await a response from the planning authority. It is understood that the relevant person is away on annual leave. **Noted. Clerk to monitor.**

(2023-2024 – 035) It was confirmed that the next Ordinary meeting of the Parish Council would be an ordinary meeting on **Monday 2nd October** 2023 at 7.00pm.

(2023-2024 – 036) It was **resolved** to approve the schedule of meetings which appears at “**Appendix C**”, below, however it was further resolved to discuss the frequency of future meetings at the next meeting.

(2023-2024 – 037) The meeting closed at 8.50pm.

These minutes were recorded and prepared by the Clerk to the Burton Leonard Parish Council, David Taylor.

Signed as a true record by Cllr. Fiona Barwick, Chairman.

Date:

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These minutes are in draft form only and will not be classed as officially recorded minutes until ratified at the next meeting of the Burton Leonard Parish Council.

At the Ordinary Meeting of the Burton Leonard Parish Council held on **12th October 2023** it was resolved by unanimous vote to approve these Minutes, copies of which had been previously circulated to Members, as a true and correct record. These Minutes were then signed by the Chairman accordingly.

The signed Minutes are held in the Parish Council minute book at the Clerk's address, below, and can be viewed by prior appointment.

Clerk : David Taylor. Thornfield, 57 Whitcliffe Lane, Ripon, HG4 2LB. 01765 601693

When returning a standard form Parish Council Notification consultation decision there are four options that the Council can return. These are:-

Option A – The Parish Council has no objections.

Option B – The Parish Council objects on the planning grounds set out overleaf.

Option C – The Parish Council does not object to or support the application but wishes to make comments or seek safeguards set out overleaf.

Option D - The Parish Council supports the application.

Appendix "A" – Schedule of accounts approved for payment.

- a. Clerks Salary - £357.33
- b. Website fees – £11.99

Appendix "B" –

Income and Expenditure sheet could not be compiled at this time due to a lack of information from the bank.

Appendix “C” – Schedule of Forthcoming Meetings of Burton Leonard Parish Council:

1. 2nd October 2023
2. 6th November 2023
3. 00 December 2023
4. 8th January 2024
5. 5th February 2024
6. 4th March 2024
7. 15th April 2024
8. 13th May 2024 – to include the Annual meeting of the Parish Council and annual village meeting.
9. 10th June 2024.

All meetings that are held at St. Leonard’s Hall, Burton Leonard on the 1st Monday of the month unless otherwise stated.

All meetings start at 7.00pm unless otherwise advised.

Annual Village Meetings will be held in succession before the Annual Meeting of the Parish Council