

BURTON LEONARD PARISH COUNCIL

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Minutes of the Ordinary of the Parish Council held on 12th October 2023 at 7.30pm. Held at St. Leonards Hall, Burton Leonard.

The Parish Council meeting was preceded by a presentation to the Parish Council by a team, headed by Kate Dawson from North Yorkshire Council on the subject of Commuted Sums. This presentation, which started at 6.30pm, had been organised by the Parish Council due to much concern among village residents about how sums available as commuted sums are to be spent within the village.

The presentation was publicised beforehand and approximately 30 members of the public as well as all Parish Councillors and the Clerk attended.

Handouts were available to those who attended. These were:-

- Commuted Sums : An Overview 2023 (North Yorkshire Council)**
- Commuted Sums : permissible expenditure (North Yorkshire Council)***
- Provision of Open Space and Village Halls (Supplementary Planning Document) June 2021 (Harrogate Borough Council).

It was confirmed by the North Yorkshire Team that the allocation of Commuted Sums was not in the power of the Parish Council; the amounts of money and the manner in which it was spent was purely a decision the Planning Authority* made.

Commuted Sums is a shorthand phrase for Section 106 agreement settlements. Section 106 agreements are legal agreements between a planning authority and a developer that ensure that certain extra works related to a development are undertaken. These works are used to mitigate the impact of the development on the local community and infrastructure, such as roads, schools, or services. Section 106 agreements are part of the planning permission process. Where and on what the sums of money are spent is negotiated and decided when the planning agreement is agreed. The Parish Council plays no part in the process except for expressing an opinion. Parish Councils are statutory consultees in the planning process. Specifically, for instance, the decision to spend a total of £29,444.54 on St Leonards Church was taken by the developer and (the then) Harrogate Borough Council at the time the planning permission was negotiated.

Following the presentation, members of the public were invited to ask questions.

The Parish Council wishes to thank all of those who attended the presentation, which was thought to be very illuminating.

* In this case the Planning Authority was (pre-31st March 2023) Harrogate Borough Council and (post 1st April) North Yorkshire Council.

** & *** This information will be available on the Parish Council website

<https://burtonleonard.chessck.co.uk/>.

The public meeting finished at 7.20pm.

The Parish Council meeting.

(2023-2024 – 041) Present were Cllr. Fiona Barwick, Cllr. Keith Townson, Cllr. Paul Bappoo, Cllr. Arthur Larry and Cllr. Cathy Kitchingman.

(2023-2024 – 042) Also present were David Taylor, Clerk. There were 7 members of the public.

(2023-2024 – 043) No **apologies** were received.

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(2023-2024 – 044) It was **resolved** that the minutes of the meeting held on 4th September 2023 having been circulated for consideration beforehand were true and correct records. The Chair was authorised to sign them accordingly.

(2023-2024 – 045) The Clerk **reviewed** the Task List from previous meetings.

Reports:

(2023-2024 – 046) The Clerk **reported** that:-

- a. North Yorkshire Council has asked that the Precept demand is sent to them by the end of December.
- b. He gave a brief summary of the Role of Responsible Financial Officer (RFO) which generally goes hand in hand with the role of the Clerk. Key to the role is to have access to the Parish Council bank account information and to have a degree of control over how money is paid out from the account. This information enables reports such as bank reconciliations (these have benefits for the annual audit process) and Income & Expenditure reports.
- c. He asked if he could assist, therefore, in the process of amending the banking mandate.
- d. He also told the meeting that he is still experiencing difficulties in accessing the website and therefore cannot amend the information on it.
- e. He asked if any member could assist him with a tour of the village, this would help him to get to know the parish issues more clearly.
- f. He asked what normally goes into the Parish Magazine?

(2023-2024 – 047) It was heard that the pile of earth adjacent to the telephone kiosk was now resolved.

(2023-2024 – 048) The matter of satellite dishes within the conservation area was further considered. It was noted that if they are not used, they should be removed. It was resolved to defer the matter until further notice.

Correspondence:

(2023-2024 – 049) Letter from Susan Smith - 14.09.2023. The Clerk is to respond.

(2023-2024 – 050) Letter from Liz Whapples – 07.09.2023. The Clerk is to respond.

(2023-2024 – 051) NYC. Parish recharge policy – 2024. The Clerk **reported** and explained the new North Yorkshire Council by-election re-charge policy whereby any Parish Council by-election expenses will be charged back to the Parish Council concerned. The Clerk shall write to NYC and suggest that such charges should be made for settlement in the following financial year.

(2023-2024 – 052) Email - Hedgehogs R Us Highway Project. Noted by the Council.

Financial Matters:

(2023-2024 – 053) The accounts for payment as listed on "**Appendix A**", below, were approved for payment.

(2023-2024 – 054) A Bank Reconciliation / Income & expenditure report to the period 12th October 2023_(including all payments up to and over £100.00) was not available due to a lack of information held by the Clerk.

(2023-2024 – 055) A Spending v Budget report to the period 12th October 2023_was not available due to a lack of information held by the Clerk.

Planning Matters:

Planning Decision Notices:

(2023-2024 – 056) **Planning Decision Notice No ZC23-02849-FUL.** Proposed Farm Building. Fir Tree Farm Apron Lane Burton Leonard. Bartle and Son. Noted. **Permission Granted Subject to Conditions.**

(2023-2024 – 057) New cable route application for approved BESS scheme. **Noted.**

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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.

Planning Applications:

(2023-2024 – 058) Planning Application ZC23-03034-FUL. Erection of 1no. two storey extension to the east elevation, and 2no. single storey extensions to the east and west elevations respectively, changes to fenestration and the re-use of covered parking/ storage area as habitable space. Scarah Mill Barn, Scarah Lane, Burton Leonard. HG3 3RS. Mr & Mrs J & L Heptonstall. After consideration it was resolved to return Option B - The Parish Council objects on the planning grounds set out below: *Due to both garages being lost it is feared that this will adversely impact on street parking – which is already a problem in the village. If one garage was retained then that would be more acceptable. Also, the design changes the physical appearance of a classical farm layout and does not fit the architectural vernacular.*

(2023-2024 – 059) Planning Application ZC23-03643-FUL. Demolition of existing garage, side extensions to be replaced with 2 no. side extensions. Installation of 16 solar panels to the southeast elevation main roof and air source heat pump to the south west elevation. Replacement doors and windows. 2 Pinfold, High Peter Lane, Burton Leonard. HG3 3RZ. Mrs Jackie Pope. After consideration it was resolved to return Option C The Parish Council does not object to or support the application but wishes to make comments or seek safeguards as set out below:

The Parish Council has concerns over the loss of onsite garage parking and that this will adversely impact on street parking – which is already a problem in the village.

(2023-2024 – 060) It was confirmed that the next Ordinary meeting of the Parish Council would be an ordinary meeting on Monday 27th November 2023 at 7.30pm.

(2023-2024 – 061) It was **resolved** to approve the schedule of meetings which appears at “**Appendix D**”, below.

(2023-2024 – 062) The meeting closed at 9.15pm.

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

Signed as a true record by the Chairman of the meeting.

Date:

At the Ordinary Meeting of the Burton Leonard Parish Council held on **27th November 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
- b. PAYE - Clerk
- c. Standing Office Expenses