

BURTON LEONARD PARISH COUNCIL

Minutes of the Annual Meeting of Burton Leonard Parish Council
Monday 3rd September 2018 at 7.30pm held at St Leonards Hall, Burton Leonard.

Action

Present

Cllr. Cllr. K Townson (Chairman)
Cllr. F Barwick, Cllr. A O’Kane, Cllr. C Trout, E Boddy Clerk
Approximately 70 members of the public attended.

1. Apologies for Absence

Cllr. P Bappoo, Cllr. M Harrison, Cllr. Z Metcalfe

Open Discussion Forum Regarding item 9 Councillors Reports added as an Addendum to the Agenda Item 9 brought forward:

Item added:

xiv. Consideration to a further Appeal against:

Status Allowed

Application reference: 6.68.51.H.FULMAJ 17/00078/NREFPP

Appeal Reference: **APP/E2734/W/17/3181652**

Cllr. Townson circulated information regarding the potential for a legal challenge. Costs of such a project were advised. Information was supplied on the details of a challenge. This and legal charges were discussed in the open forum. Questions were raised on a number of issues and responses made by appropriate persons. Information was circulated on the legal challenge potential and legal costs and the meeting date of 12th September for the village to consider the matter further.
All member of the general public left the meeting at this point.

2. Declarations of Interest in Items on the Agenda

There were no declarations of interest.

3. Approval of the Minutes from the Previous Meeting held on 2nd July 2018

The minutes of the previous meeting held on 2nd July 2018 were approved as a correct record. Proposed by Cllr. O’Kane and seconded by Cllr. Barwick.

4. Matters Arising from the Previous Minutes

There were no matters arising that were not covered by the minutes.

5. Planning

Appeals

i. Status: Allowed

Application reference: 6.68.51.H.FULMAJ 17/00078/NREFPP

Appeal Reference: **APP/E2734/W/17/3181652**

Appeal Start Date: 17 November 2017

Proposed residential development (Use Class C3) comprised of 19 open-market dwellings and 12 affordable dwellings on land to the East of Scarah Lane, Burton Leonard HG3 3RS.

Cllr. Bappoo advised that there would be two representatives speaking on behalf of the village and parish council at the appeal. A landscape representative would also be representing the village.

It was agreed that villagers be encouraged to attend the hearing by putting information on Facebook, putting up posters and information drops to householders.

Discussed under the open discussion.

Planning Applications

ii. Status: Pending Consideration

17/00525/FULMAJ | Received Mon 6 Feb | Validated Fri 17 Feb 2017

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Erection of 23 no. dwellings. | 1 Copgrove Road Burton Leonard HG3 3SJ.

iii. Status: **Pending Consideration**

17/01006/OUTMAJ | Received 06.03.17 | Validated 21.03.17 201

Outline planning permission with access considered for the construction of approximately 42 residential dwellings. Land Comprising Field At 432759 463602 Copgrove Road Burton Leonard North Yorkshire.

Councillors unanimously agreed to Option B, The Parish Council objects reference the objections submitted on 8th May 2017 documents: 8811146, 8811147, 8811149.

Noted that the commuted sums calculation for the application had been received and showed the plan was for 42 three-bedroom houses. Cllr. Metcalfe undertook to find out whether the development plans had been changed.

iv. Status: Application Permitted 4th July 2018

18/01727/FUL | Received 26.04.18 | Validated 26.04.18

Formation of access and track, installation of gate and removal of 3.5metres of hedgerow (revised scheme). Firlands Farm, Apron Lane, Burton Leonard HG3 3SY.

Option A – The Parish Council has no objections

v. Status: Application Permitted 18th July 2018

18/01667/FUL | Received: Mon 23 Apr 2018 | Validated: Tue 08 May 2018

Erection of single storey extension; Installation of Dormer extension. Erection of garage. Lime Kiln Cottage Limekiln Lane Burton Leonard Harrogate North Yorkshire HG3 3TE

Option B – The Parish Council objects: The parish council has no objections to the house extension but objects to the scale and proportion of the garage building in relation to the size of the property and also the impact that such a building would make to the landscape on a greenfield site that is part of the Ripon Rowel.

vi. Status: Application Permitted Friday 3rd August 2018

18/02094/DVCON | Received: Thu 17 May 2018 | Validated: Thu 17 May 2018

Application for the variation of condition 2 (approved drawings) of planning permission 15/04400/FUL (Demolition of bungalow and outbuildings and erection of 1 dwelling (Site Area 0.5 ha.) to allow amendments to proposed dwelling. Curlew Common Balk Lane Burton Leonard Harrogate North Yorkshire HG3 3ST

Option D – The Parish Council supports the application.

vii. Status: Application Permitted 6th July 2018

18/02047/FUL | Received: Fri 18 May 2018 | Validated: Sat 19 May 2018

Erection of single storey and dormer extensions and replacement roof, alterations to fenestration and demolition of existing garage and conservatory (Revised Scheme). Green Gables Mill Lane Burton Leonard HG3 3SH.

Option B – The Parish Council objects as the design is overbearing to neighbouring properties and out of character for the street scene and the character of the village.

viii. Status: Application Permitted Monday 16th July 2018

Ref. No: 18/02076/FUL | Received: Fri 18 May 2018 | Validated: Tue 29 May 2018

Erection of single storey extension and demolition of existing extension. Thornfield Farm Apron Lane Burton Leonard Harrogate North Yorkshire HG3 3SY

Option D – The Parish Council supports the application.

ix. Status: Tree Work in Conservation Area Approved. 12 July 2018

Ref. No: 18/02468/TCON | Received: Mon 18 Jun 2018 | Validated: Mon 18 Jun 2018

Felling of one conifer tree within Burton Leonard Conservation Area.

Orchard House Peter Lane Burton Leonard HG3 3RZ

x. Status: Pending Consideration

Ref. No: 18/02991/TCON | Received: Mon 23 July 2018 | Validated: Mon 23 July 2018

Felling of 1 Rowan tree within Burton Leonard Conservation Area.

1 Burnett Close Burton Leonard HG3 3TX

xi. Status: Pending Consideration

Ref. No: 18/03203/FUL | Received: Fri 03 Aug 2018 | Validated: Fri 03 Aug 2018

Erection of single, first-floor and two storey extensions, formation of new vehicular access, and alterations to garage, driveway and fenestration (revised scheme). | Newton House Mill Lane Burton Leonard HG3 3SH

Option A – The Parish Council has no objections.

DRAFT

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- xii. To consider a response to HBC reference the email dated 9th August 2018 regarding electronic consultations on planning applications (circulated to councillors by email 9th August).

The Clerk drew attention to this correspondence advising that this would restrict plan sizes to the printer facility of either A4 or A3.

6. Members of the Public are Invited to Address The Council with Questions or Comments

There were no members of the public present at the meeting .

7. Finance

- i. The bank statement for: balance £12,431.50 dated 30.07.18 and balance £11,964.34 dated 20.08.18, was received and signed by the Chairman.
- ii. The Income and Expenditure dated 24th August 2018 balance £11,964.34 circulated to Councillors with the agenda was received and signed by the Chairman.
- iii. Notification of Receipts
- a) To note the receipt of £37.34 for Wayleaves payment banked on 1st August 2018 by the Parish Clerk was noted.
- b) To note the receipt of £20.00 as an ex gratia payment from Yorkshire Water for in recognition of the delayed timescale for dealing with the water leak on the low village green.
- iv. Invoices to Approve for Payment
- a) The payment of Clerk, E Boddy for August for £361 nett and September for £275 gross, claim sheet for Chairman to sign, payment by BACS.
- b) Payment for payroll services (April/May/June) for £36.00 invoice 0618010006 from EurAduit UK, payment BACS.
- c) Payment of Farm and Land Services Ltd, invoice 5100, value £296.40, invoice 5133, value £188.40 and invoice 5151, value £188.40 for grass cutting and tree work, payment BACS.
- d) To note payment for landscape consultants fee of £249.50 approved at the July meeting paid by BACS on 20.08.18.
- e) To note approval given for G Watson to paint the water pump cost £75 approved by Cllrs O’Kane, Barwick and Townson by email 19.07.18, as yet no invoice received.
- f) Payment for invoice 5148, value £420.00 for a tree survey from Farm and Land Services Ltd was approved, Payment by BACS.
- g) To note the new procedure to claim the grass cutting grant from NYCC to be confirmed by Cllr Bappoo to check/confirm work carried out so claim can be made.
- v. The quarterly September 2018-19 budget circulated to councillors with the agenda was approved.

all
payments
to be
actioned
by
Cllr O’Kane

- vi. Signatories for the Bank and Bank Statement Access

Cllr Townson and Cllr Barwick reported they had not received any authorisation to access and approve payments on the bank account and the Clerk had not received viewing access to the accounts. Following discussion, it was agreed that Cllr. O’Kane would contact the bank again to try and sort out new signatories, provide access for the Clerk and ultimately remove signatories that were no longer councillors.

Cllr O’Kane

- vii. Consider transfer to another bank for the PC account

Cllr Barwick advised she had looked at transferring the bank account and identified two potential banks. Reference agenda item 7 vi. it was agreed that this should be held in abeyance.

Cllr Barwick

8. Correspondence

- i. List of general correspondence received and circulated prior to the meeting was noted is attached to the minutes.

9. Councillors Reports

- i. Defibrillator Update
Cllr Townson reported that the defibrillator unit had been installed. A defibrillator familiarisation night was planned to be held soon.
- ii. School Access Road

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Cllr. Townson reported that NYCC had agreed to fund £10,000 towards the repair of the road. Two quotations had been received and the third was awaited. With the funding available a 'good repair' would need to be considered.

Cllr Townson

The sub-committee of interested parties be set up to deal with the future maintenance of the access road had been organised but was yet to meet.

A risk assessment of the school access road was in progress.

Cllr Barwick

iii. Scaffolding at the School

Cllr Townson reported that the project had been completed however further remedial work had been discovered so the scaffolding had not been removed on the date stated. No official contact had been received by the PC from NYCC

iv. Drainage on the Lower Village Green

Cllr Townson confirmed that the works had been completed on the green. No notification regarding whether the broken surface sewer pipe had been repaired. Cllr Townson agreed to check on progress.

Cllr Townson

v. Potentially Dangerous Wall on Dolly Walk

Cllr. Townson advised emails and telephone calls had been made to the North Yorkshire Pathways officer but no response had been received. He would continue to chase a reply.

Cllr Townson

vi. General Data Protection Regulations

No progress on this matter.

All

vii. Positioning of the Dog Poo Bin on the green near Scarah Lane

This has now been actioned.

viii. Tree Donation

Cllr. Townson reported that due to weather conditions the donated tree had not yet been planted.

Cllr Townson

ix. Councillor areas of responsibility.

A revised list of areas of responsibility areas allocated was circulated at the meeting. Further responsibilities were added and a new list would be circulated by the Clerk and updated on the website.

Clerk

x. HDC Infrastructure Levy Preliminary Charging Schedule Consultation.

Councillor Barwick advised she was working through the extensive documents. As this was a large project that would require assistance from another councillor.

Cllr Barwick

xi. HGV's travelling through Burton Leonard

Cllr Townson reported that these traffic should now have ceased. He also noted that NYCC failed in effective engagement with Burton Leonard and was extremely disappointed how they had treated the village over this issue.

xii. Risk Assessment for the Village Greens.

Draft Risk Assessments for the village greens and school access road had been prepared by Cllr. Barwick and been circulated to councillors by Cllr. Barwick 26.08.18 for comment. The assessments were discussed and Cllr Barwick noted changes to be made to the village green risk assessment. No agreement on the content of the risk assessment for the school access road was achieved. Cllr. Barwick requested that consideration be given to safety measure that could be made at the time of the school access road maintenance/repair.

Cllr Townson

xiii. Clerk Vacancy

Consideration was given to the application received for the vacancy. Cllr Townson to process the application.

Cllr Townson

10. Items for Discussion/Action

i. Update of Standing Orders

The Clerk reported that this was still to be actioned.

Clerk

ii. Items for the Parish Magazine

No items were put forward.

Clerk

11. Dates of Next Meeting

i. **Monday 1st October 7.30pm, St Leonard's Hall.**

ii. Monday 5th November 7.30pm St Leonards Hall

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12. Confidential Items

There were no confidential items for discussion

The meeting closed at 10.00pm.

Minutes Approved as a Correct Record:

Signed.....

Date 1st October 2018

Cllr. K Townson (Chairman)

BURTON LEONARD PARISH COUNCIL
Correspondence Received
Committee Meeting
3rd September 2018 at 7.30 pm

	Date	Subject	Date of Issue	Method	Issued by
1	03.07.18	Parish Consultation - Answers to questions Members Services HBC	03.07.18	Email	Clerk
2	03.07.18	NYCC TEE O&SCTtee Vehicle Activated Signs Review	03.07.18	Email	Clerk
3	03.07.18	YLCA CO-ORDINATION POLICE, PRINCIPAL AUTHORITIES, TOWN AND PARISH COUNCILS, REGARDING CCTV	03.07.18	Email	Clerk
4	04.07.18	NALC NEWSLETTER	04.07.18	Email	Clerk
5	05.07.18	Community Led Housing Affordable Housing Development Officer	05.07.18	Email	Clerk
6	06.07.18	Burton Leonard Parish Council - Neighbourhood Policing Survey: Julia Mulligan Police and Crime Commissioner for North Yorkshire	07.07.18	Email	Clerk
7	06.07.18	NALC CHIEF EXECUTIVE'S BULLETIN, WEEK ENDING 6 JULY 2018	06.07.18	Email	Cllr Townson
8	11.07.18	YLCA White Rose Update.	11.07.18	Email	Clerk
9	12.07.18	YLCA ONE-DAY CONFERENCE 2018	12.07.18	Email	Clerk
10	18.07.18	THE LOCAL LOTTO for the Harrogate District Fiona Friday Partnership & VCS Officer	18.07.18	Email	Clerk
12	20.07.18	NALC NEWSLETTER AND THE STAR COUNCILS AWARDS 2018	20.07.18	Email	Clerk
13	23.07.18	Consultation: Bye Laws on Sites of Special Scientific Interest (SSSI's)	23.07.18	Email	Clerk
14	23.07.18	NALC Chief Executive's Bulletin week commencing 23.7.18	23.07.18	Email	Clerk
15	23.07.18	An invitation from the National Association of Local Councils to attend their conference in October 2018	23.07.18	Email	Clerk
16	26.07.18	Parish Portal Workshops: Clerk	26.07.18	Email	Clerk
17	26.07.18	Town and Country Planning (Permission in Principle) Order 2017: Planning Support Manager, Economy and Culture, Harrogate Borough Council	26.07.18	Email	Clerk
18	28.07.18	Hole in Village Green: villager	28.07.18	Email	Clerk
19	01.08.18	The grant fund opportunity: community defibrillator grant fund scheme, Partnership & VCS Officer Legal & Governance, Harrogate Borough Council	01.08.18	Email	Clerk
20	02.08.18	Is your broadband in the slow lane? Legal and Governance, Harrogate Borough Council	02.08.18	Email	Clerk
21	06.08.18	NALC Chief Executive Bulletin	06.08.18	Email	Clerk
*22	06.08.18	NATIONAL ASSOCIATION OF LOCAL COUNCILS (NALC) – REVISED GDPR TOOLKIT	06.08.18	Email	Clerk
*23	07.08.18	NALC MODEL STANDING ORDERS (REVISED)	07.08.18	Email	Clerk
24	08.08.18	YLCA CONSULTATION: GREEN PAPER FOR ADULT SOCIAL CARE AND WELL-BEING	08.08.18	Email	Clerk
*25	09.08.18	Electronic Consultations on Planning Applications: Information & Systems Manager Planning & Development Service Harrogate Borough Council	09.08.18	Email	Clerk

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Correspondence Received

26	15.08.18	NALC Chief Executive Bulletin	15.08.18	Email	Clerk
27	17.08.18	Interested in a tour of the Harrogate Borough Council civic centre?: Organisational Development and Improvement Harrogate Borough Council	17.08.18	Email	Clerk
28	17.08.18	SLCC News Letter –of interest referendum principles and precept.	17.08.18	Email	Clerk
	22.08.18	Skipton & Ripon ACC 31 August 2018, agenda sheet and public notice for the forthcoming meeting.	22.08.18	Email	Clerk
29	21.08.18	YLCA – latest edition of White Rose Update in pdf format.	24.08.18	Email	Clerk
30	22.08.18	COMMUNITY LED HOUSING CONFERENCE – TUESDAY, 16 OCTOBER 2018 AT THE PRIORY STREET CENTRE, YORK	22.08.18	Email	Clerk
*31	21.08.18	YLCA – UPDATE TO THE GENERAL DATA PROTECTION REGULATION TOOLKIT	24.08.18	Email	Clerk
32	24.08.18	YLCA – NALC CHIEF EXECUTIVE'S BULLETIN, WEEK ENDED FRIDAY 24 AUGUST 2018	24.08.18	Email	Clerk