

AZERLEY PARISH COUNCIL

CLERK: DAVID TAYLOR
THORNFIELD, 57, WHITCLIFFE LANE, RIPON, NORTH YORKSHIRE, HG4 2LB
EMAIL: AZERLEYPC@YAHOO.CO.UK
TELEPHONE: 01765 601693

Minutes of the Ordinary Meeting of the Parish Council held on Thursday 25th November 2021 at 7.30pm Galphay Village Institute, Galphay

(Without prior notice from the GVI it transpired that it was being used as a polling station and the meeting could not be held there. Cllr. Sanders volunteered that the meeting could be held at his home and this offer was taken up. A big thank you to Cllr Sanders for the use of his home. A note of where the meeting was being held was left at the GVI in case members of the public wished to attend)

(2021 – 123) Present were Cllr Neal Topham (Chairman), Cllr Robert Weatherhead (Vice Chairman), Cllr Jan Lawson, Cllr Bernard Sanders and Cllr Brian Thackray.

(2021 – 124) Also present were David Taylor, Clerk, Cllr Margret Atkinson and no members of the public.

(2021 – 125) Apologies were received from Cllr. Sheila Miller.

(2021 – 126) No **Declarations of Interest** were received, therefore no **Dispensations** were required.

(2021 – 127) It was **Resolved** that the minutes of the meeting held on 30th September 2021, having been circulated for consideration beforehand were true and correct records. The Chairman signed them accordingly.

(2021 – 128) Cllr Margaret Atkinson **reported** on the following from North Yorkshire County Council and Harrogate Borough Council:-

1. The Ripon swimming pool is due to open in the New Year now after initial delays in commissioning the pool.
2. HBC are short of planning officers.
3. Local Government elections will be held on 5th May 2022. These will be for Parish Councils and the new North Yorkshire Authority.
4. The new North Yorkshire Authority comes into existence.
5. The counties care sector is approximately 1000 staff short.
6. 50 care homes in the county have Covid infections.
7. Covid rates are now beginning to ease. 18 new road grit spreaders have been ordered by NYCC.
8. The YorBus scheme has been a great success with it being used by young people a great deal.

(2021 – 0129) The Clerk

9. - showed the meeting a copy of a future meeting dates chart for future dates across the other Parish Council that he serves. These dates were accepted by Councillors and can be published on the website.
10. - will make a VAT claim before the year end.
11. - asked about the person responsible for the <http://www.galphay.org> website. He would like to have the Parish Council website address updated.

Initial:-

AZERLEY PARISH COUNCIL

MINUTES OF THE MEETING HELD ON 25TH NOVEMBER 2021

12. – reported that PCSO Alison Swan from the Ripon Police station has made contact and has offered to attend a meeting of the Parish Council. This offer was encouraged by the meeting and the clerk will follow this up.
13. – the trees outside Yorebank, Mickley have been surveyed by the HBC team and a works order has been raised. There is no precise date for the work, though it should be completed over the winter.
14. – reported that the Parish Council has 121 shares in Lloyds Banking Group PLC Bank Shares. The dividends payable are generally below £1.00 per cheque issued. The shareholding is very longstanding and there are no longer serving Parish Council members on the mandate. The Clerk will explore the possibility of making a declaration in order to gain control of the holding. Not a priority.
15. – reported that the Parish Council Common Land & its trees should be surveyed this year. Also, the Common Land at Woodhouse Hill should be registered with NYCC.
16. – reported that there is a possibility of fees outstanding with Galphay Village Institute from the last couple of years. Clerk will follow this up.
17. – that Harrogate Borough Council have been informed of the new website address.
18. Seek clarification regarding insurance cover on office equipment used at the Clerks home office.

(2021 – 130) The Clerk **reported** that there was nothing to report regarding the dispute with PKF Littlejohn, auditors to local government. Nothing had happened to progress the situation.

(2021 – 131) It was **resolved** that the Clerk shall progress the matter of Back Lane, Galphay and follow up the matter of the “No Satnav” sign with NYCC highways.

(2021 – 132) The matter of “Planning application notices” was deferred until Cllr Miller returns.

(2021 – 133) It was **resolved** that the Clerk shall draft a Public Participation Session” policy note and a handout to display at meetings.

The following Correspondence was considered.

(2021 – 134) Re: An update on progress towards a new single council for North Yorkshire. **The Clerk shall** circulate all future correspondence in this series.

(2021 – 135) Re: Basketball equipment at GVI / commuted sums. **The Clerk shall** pursue the sums available regarding both the GVI play equipment and benches.

(2021 – 136) Re: The Home Library Service - available to people in your Parish. **The Clerk shall** publish this information on the PC Website,

(2021 – 137) Re: Letter from NYCC Highways re overhanging vegetation in Winskley. **The Clerk** has written back pointing out that it does not own / is not responsible for the land in question.

Financial Matters:

(2021 – 138) The accounts for payment as listed on “Appendix A”, below, were approved for payment.

(2021 – 139) A **Bank Reconciliation** to the period 25th November 2021 (including all payments up to and over £100.00) was **received and unanimously approved**. The Chairman was authorised to sign it. This appears at “Appendix B”, below.

(2021 – 140) A **Spending v Budget** report to the period 25th November 2021 was **received and approved** by the Council.

Initial:-

AZERLEY PARISH COUNCIL

MINUTES OF THE MEETING HELD ON 25TH NOVEMBER 2021

Planning Matters:

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

The following Planning Notices were received:-

(2021 – 141) Planning Enforcement Letter - re: 21/00446/PR15: Galphay Inn: No electric charge points, acoustic fence, weep vents or landscaping. **Noted – this is not a Parish Council Matter.**

(2021 – 142) Planning Decision Notification - 21-03935-FUL: Erection of single storey extension. Site Of Clayton Farm Mickley. Mr A Riddell. **Noted** - Planning Permission Granted Subject to Conditions.

(2021 – 143) Planning Decision Notification - 21-03584-FUL. Proposed single storey rear extension. Pasture Fields West Lane Galphay. Mr Brad Atkinson. **Noted** - Planning Permission Granted Subject to Conditions.

(2021 – 144) Planning Decision Notification - 21-03607-LB. Replacement of 3 timber gates etc. Dove Cottage. The Green Galphay. Mrs Christina Dove. **Noted** - Planning Permission Granted Subject to Conditions.

(2021 – 145) Planning Decision Notification - 21-03574-FUL. Erection of single storey rear extension to form ground floor bedroom. Victoria House Mickley. Mr and Mrs Pringle. **Noted** - Planning Permission Granted Subject to Conditions.

The following Planning Applications were considered:-

(2021 – 146) Planning Application 21/03135/FUL Winksley Banks Farm. It was **resolved** to return Option A – “The Parish Council has no objections”. It was **resolved** to return Option A – “The Parish Council has no objections”.

(2021 – 147) Planning Application 21/04505/FUL Retrospective application for dry stores. West Leas Farm Galphay. Mrs C Raw. It was **resolved** to return Option A – “The Parish Council has no objections”.

(2021 – 148) Planning Application 21-03770-LB. Listed building consent to alter the existing garage into a split-level living space etc. Prospect House Galphay. Carley. It was **resolved** to return Option C – “The Parish Council does not object or support the application but wishes to make comments or seek safeguards set out overleaf”. The comments being:-

1. The Parish Council is concerned that any alterations to the property will be in keeping and allowable within the Listed Building status.
2. The Parish Council is concerned that the application is “to alter the existing garage into a split level living space”. Galphay has an acute problem with on-street parking which is becoming ever more prolific with the diminution of parking facilities on private properties due to conversion and development.

The Parish Council therefore urges the Planning Authority to consider the impact of converting a garage and thus removing an off-street parking space.

(2021 – 149) Planning Application 21-02824-LB. Insertion of rooflights etc. The Watermill Gate Bridge Road Galphay. Mr Ian Charlton. It was **resolved** to return Option A – “The Parish Council has no objections”.

Initial:-

AZERLEY PARISH COUNCIL

MINUTES OF THE MEETING HELD ON 25TH NOVEMBER 2021

(2021 – 150) Planning Application 21-03135-FUL. Conversion of barn and erection of first floor extension to form annex. Winksley Banks Farm. Galphay. Mr & Mrs Stephenson. It was **resolved** to return Option A – “The Parish Council has no objections”.

(2021 – 151) The Clerk requested that agenda items to be considered at the next meeting of the Parish Council should be sent direct via email or post to arrive no later than 1 week prior.

(2021 – 152) It was confirmed that the next Ordinary Meeting of the Parish Council would be on 27th January 2022 at Winksley Parish Hall.

A schedule of meetings appears at “Appendix B”, below.

(2021 – 153) The **meeting closed** at 8.50pm

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

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

Date:

At the Regular Meeting of the Azerley Parish Council held on **27th January 2022** 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. 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.

Initial:-

AZERLEY PARISH COUNCIL

MINUTES OF THE MEETING HELD ON 25TH NOVEMBER 2021

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

1. Clerk's salary – Nov 2021
2. Standing office Expenses – Nov 2021
3. YLCA – training
4. Yorkshire Accountants Ripon – payroll services

Appendix "B"

Bank Reconciliation as at 25.11.2021 Including all payments (up to and over £100.00)

Santander a/c ****2922	£ 11,678.40	
Less Acs Outstanding - See Shed '1'	£ 333.58	
Sub Total	<u>£ 11,344.82</u>	£ 11,344.82

Cash Book - 30.09.2021

Santander a/c ****2922	<u>£ 12,867.75</u>	
Add receipts - See Shed '3'		
Sub Total	<u>£ 12,867.75</u>	£ 12,867.75
Subtract payments - See Shed '2'	<u>£ 1,189.35</u>	
	<u>£ 11,678.40</u>	£ 11,678.40
Subtract A/cs Outstanding - Shed "1"	<u>£ 333.58</u>	£ 11,344.82
Current State		£ 11,344.82

Shed '1'

DN Taylor	£ 333.58
	<u>£ 333.58</u>

Shed '2'

Yorks Acc Ripon	25/11/2021	£ 36.00
YLCA	25/11/2021	£ 7.50
Came & Company	25/11/2021	£ 218.00
STOFEX - Nov ,	25/11/2021	£ 27.95
Clerk Salary - Nov	29/10/2021	£ 337.58
StofEx - Oct	25/10/2021	£ 28.20
Website Setup	05/10/2021	£ 300.00
N Topham	05/10/2021	£ 180.00
DN Taylor	05/10/2021	£ 54.12
		<u>£ 1,189.35</u>

Shed '3'

£ -

Initial:-

AZERLEY PARISH COUNCIL

MINUTES OF THE MEETING HELD ON 25TH NOVEMBER 2021

Appendix "C" –

Schedule of Meetings 2022

Meetings begin at 7.15 for 7.30pm unless otherwise stated.

Planning meetings will only be held if there are new applications to consider.

Please check notice boards and the Parish Council website for changes to dates, times & venues.

Venues are Galphay Village Institute, Mickley Church Room & Winksley Church Room

Thursday 27 th January 2022	Ordinary Meeting Winksley Church Room.
Thursday 31 st March 2022	Mickley Parish Meeting, Ordinary Meeting Mickley Church Room.
Thursday 26 th May 2022	Galphay & Azerley Parish Meetings, AMPC & Ordinary Meeting Galphay Village Institute.
Thursday 28 th July 2022	Winksley Parish Meeting & Ordinary Meeting. Winksley Parish Room.
Thursday 29 th September 2022	Ordinary Meeting. Galphay Village Institute.
Thursday 24 th November 2022	Ordinary Meeting. Mickley Church Room.

Meetings begin at 7.30pm unless otherwise stated.

Planning meetings will only be held if there are new applications to consider.

Please check notice boards and the Parish Council website for changes to dates, times & venues.

Venues are Galphay Village Institute, Mickley Church Room & Winksley Church Room