

BURTON LEONARD PARISH COUNCIL

Minutes of the Burton Leonard Parish Council

Monday 6th November 2017 at 7.30pm held at St Leonard's Hall, Burton Leonard.

Action

Present

Cllr. P Gravestock (Chairman)
Cllr. P Bappoo, Cllr. A O'Kane, Cllr. H Parry, Cllr. K Townson, Cllr. I Galloway (HBC), E Boddy (Temporary Parish Clerk)
9 members of the public.

1. Apologies for Absence

Cllr. M Harrison (NYCC) and it was noted that the present Parish Clerk was unable to attend meetings at present due to ill health.

2. Declarations of Interest in Items on the Agenda

E Boddy (Temporary Parish Clerk) declared an interest reference Agenda Item 5. vii.

3. Approval of the Minutes from the Previous Meeting held on 4th September 2017

The minutes of the previous meeting held on 4th September 2017 were approved as a correct record. Proposed by Cllr. P Gravestock and seconded by Cllr. O'Kane.

4. Matters Arising from the Previous Minutes

There were no matters arising from the previous minutes not covered by the Agenda.

5. Planning

- i. Re-direction of correspondence of planning applications/information is in hand.
- ii. **No comments**
17/03785/FUL | Received: Wed 23 Aug 2017 | Validated: Wed 06 Sep 2017 | **Status: Registered**
Formation of access and track, installation of gate and removal of 3.5 metres of hedgerow. Firlands Farm, Apron Lane, Burton Leonard, HG3 3SY.
- iii. **Noted**
17/03888/FUL Received: Wed 30 Aug 2017 | Validated: Fri 15 Sep 2017 | **Status: Application Permitted**. Erection of single storey extension, conversion of loft space, installation of dormer window. Alteration to fenestration (Revised Scheme). Roseberry Mill Lane Burton Leonard Harrogate HGG3 3SH.
- iv. **Noted**
17/04117/FUL Received: Fri 15 Sep 2017 | Validated: Wed 20 Sep 2017 | **Application Permitted**, Erection of single storey and first floor extensions and canopy, conversion of garage to form kitchen and alterations to fenestration. 4 Vicarage Terrace, Burton Leonard, HG3 3SB.
- v. **Noted**
17/041412/DISCON | Received: Mon 18 Sept 2017 | Validated: Wed 18 Oct 2017 | **Status: Registered**
Application for approval of details required under condition 3 (Sample materials) of planning permission 17/03094/FUL- Erection of replacement dwelling and detached garage. Site of Field House Mill Lane Burton Leonard.
- vi. **17/04563/FUL** | Received: Fri 13 Oct 2017 | Validated: Fri 13 Oct 2017 | **Status Registered**
Erection of detached dwelling, formation of access and hardstanding and repositioning of telegraph pole (Revised Scheme) (Site Area 0.045 ha) Greenside Station Lane Burton Leonard Harrogate North Yorkshire HG3 3DG.
There was strong objection from the public members attending the meeting to the application on the grounds that the proposed development would cause substantial harm to a designated heritage

BURTON LEONARD PARISH COUNCIL

asset, namely, Burton Leonard Conservation Area by introducing a new dwelling to a plot in a way that would be detrimental to the spatial character and amenity of the conservation area. The existing wall is detailed in the conservation report and should be protected. The building materials needed to be more specific rather than just state facing brick. Providing an additional access across the village green was unacceptable and concern was expressed about the utilities to service an additional property in this area. The property spatially would be overbearing to neighbouring properties. The Temporary Clerk to write and object to the application.

Parish Clerk

vii. **17/04653/TCON** | Received: Fri 20 Oct 2017 | Validated: Fri 20 Oct 2017 | | **Status: Registered**
Felling of 1 Willow (T1) to rear of property within Burton Leonard Conservation Area. The Old Hall Burton Leonard Harrogate HG3 3SD. – Status: Registered.

viii. **17/00243/FUL** | Validated Fri 03 Feb 2017 | Status Application Refused. The application has now gone to Appeal

This item was listed under correspondence but moved to the Planning section of the meeting for discussion. Councillors confirmed that at a PC meeting the applicant had agreed to make suitable changes. With these alterations, it was felt that the plans were acceptable therefore no objection or support to the application was made however comment was made with the reply on 28.03.17 this decision was reached based on amendments made to the plan that were an acceptable compromise to the applicant and neighbour. Subsequently the plans were submitted but refused permission by Harrogate Borough Council. An appeal against the decision has been submitted by the applicant. The Temporary Clerk to write to Harrogate Borough Council to place on record the objections of the Parish Council and advise why these were not submitted at the time of consultation.

Parish Clerk

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

No questions or comments were received.

7. Finance

- i. The Annual Return for year ended 31st March 2017 was received and unanimously approved. It was noted that the Annual Return had previously been received and approved at the Annual General Meeting on 8th May 2017 but had failed to be recorded in the Annual General minutes.
- ii. The balance of the bank account as at 31st October 2017 was £11,990.31. The bank statements were signed by the Chairman.
- iii. The Income and Expenditure as at 31st October 2017 was circulated to Councillors and signed by the Chairman as a correct record.
 - a) Cheque 100101 prepared for Yorkshire Water £19.66 dated 03.04.17 was cancelled and a new cheque number 100120 was issued (previous minute reference 8. (b) 03.4.17).
 - b) The Temporary Clerk reported that cheque 100112 prepared for St Leonards Church £160 dated 6th June had been issued.
 - c) It was noted a cheque for £50 a donation to Landscape Fund from Mr F.H. Woodward had been returned by bank “unpaid”.
- iv. Notification of Receipts
 - a) Noted that the second Precept payment £3,473.00 and Grant of £27.00 had been paid into the bank account on 27.09.17
- v. Invoices unanimously approved by The Council for Payment
 - a) Farm & Land Services Ltd Invoice 4897 £186.00
 - b) The payment for Kaspersky Total Security for Parish Clerk Computer £25.98 was kindly donated by Cllr. Bapoo.
 - c) Work on Burton Leonard Website L K Miller £20.00 cheque no 100118.
- vi. d) It was noted that sickness absence payments and expenses July to September 2017 for Parish Clerk Mrs Whiting of £656.29 was paid on 23.09.17, cheque no. 100116 and had been approved by Cllrs. Gravestock and Parry.
- vii. Re-direction of delivery of Bank Statements
Cllr. O’Kane had collected 3 bank statements from the bank and instructed that bank statements be sent to the Chairman. At the time of the meeting no new bank statements had been received.

BURTON LEONARD PARISH COUNCIL

8. Correspondence

- i. 05.09.17 re Car Parking on Verges from Clive Carass.
The contents of the letter were noted. It was reported that parking on the verges continued to be a problem and Cllr. Bappoo expressed concern regarding the cost of repairing and maintain the verges. District Cllr. Galloway advised that the community police officer was the appropriate person to contact to encourage local residents and visitors to park correctly. It was noted that NYCC were responsible for repair work on the verges. Cllr. Bappoo undertook to get in touch with the Burton Leonard Community Police Officer to see what assistance they could provide.
- ii. 28.10.17 re Green Gables from Christine Hill. Planning Permission Ref. No: 17/00243/FUL | Validated Fri 03 Feb 2017 | Status Application Refused. The application has now gone to Appeal. This matter was dealt with under Agenda item 5. viii. .
- iii. List of general correspondence received and circulated prior to the meeting attached.

Cllr. Bappoo

9. Councillors Reports

- i. Cllr. Bappoo reported that the work had not yet been carried out refurbishing and painting Village bench seats due to weather and will now likely be completed in the spring.
- ii. Publication in Newsletter of issues: Dog Fouling Bags in Bins, Parking on Verges and Dangerous Driving, update on progress. These items were published in the Parish magazine in September and parking on verges also in October. The issue of parking on verges was dealt with under item Agenda 8. i. . No update reports were given on dog fouling bags being placed in bins and dangerous driving.
- iii. The computer purchased for the Parish Clerk is not used at present. Cllr. Bappoo had donated the cost of an anti-virus program and installed this on the computer. It was agreed that there was no need to purchase any additional computer programs.

10. Any Other Business

- i. Mrs Liz Boddy was appointed as temporary Parish Clerk effective from to cover sickness absence for the current Clerk effective from 1st November 2017.
- ii. Defibrillator Grant: The Clerk reported that discussions had taken place with the Derek Clarke in charge of the Burton Leonard First Responders who was liaising with North Yorkshire Ambulance Service to see how the project could go forward. It was estimated that the cost of a defibrillator, wall unit and other required items would cost in the region of £2000. Additional costs would be fixing and planning permission for mounting on an external wall. It was thought running costs would be approximately £30 per year. It was noted that Mr Clarke would be willing to attend the next meeting to provide further information on this subject.
- iii. Burton a new BLPC website for Parish Council documents had been set up by the Temporary Parish Clerk and all Parish Council documents are to be uploaded on a phased basis.
- iv. The www.burtonleonard.org website will in future be run by the site owner.
- v. It was approved that the payroll contractor would be Eura Audit of Ripon.
- vi. The Temporary Parish Clerk circulated the current budget for 2018-19. It was noted that a reduction in the grass cutting grant received and the cost of employing a Temporary Clerk to cover the sickness absence of the Parish Clerk had resulted in a significant increase in costs.
- vii. Cllr. Gravestock reported that a street lamp located at Meadow Court had not been working for some weeks. After liaising with both NYCC and HBC. It was established that NYCC are responsible to maintain and fix the street lights but HBC had to approve the work to be carried out.
- viii. District Cllr. Galloway informed the meeting that the Harrogate Local District Plan was now available for comment. He issued a leaflet that provided instructions and a guide of how to register on the Harrogate Borough Council's Local Plan consultation portal.
- ix. District Cllr. Galloway gave a brief summary of the new Data Protection Bill applicable from 25th May 2018 and its impact. He advised that there would need to be a stringent review of data held and its use.

11. Dates of Next Meetings

- i. Monday 4th December 7.30pm
- ii. Monday 8th January 7.30pm

12. Confidential Items

BURTON LEONARD PARISH COUNCIL

These were discussed once the public had left the meeting.

The meeting closed at 9.30pm.

Minutes Approved as a Correct Record:

Signed.....
Cllr. P Gravestock (Chairman)

Date...4th December 2017

Signed.....

Date...4th December 2017