

GREWELTHORPE PARISH COUNCIL

Minutes of Meeting 6th March 2019

1. **Present**
Cllr Dawson (Chair), Cllr Kerr (Vice Chair), Cllr Rhodes, Cllr Exelby, Cllr Lofthouse, Parish Clerk
Cllr Simms (HBC) – joined at 8.30pm
Cllr Atkinson (NYCC) - joined at 8.30 pm
Three members of the public
2. **Apologies**
None
3. **Declaration of Interest**
Cllr Dawson registered an interest in the Hackfall Car Park item as family property (although not hers) borders the area of concern.
4. **Minutes** of meeting held on 9th January 2019 were approved and signed as a correct record
5. **Matters arising from the last meeting**
 - 5.4 **Commuted sums and Pond work** – The Clerk confirmed that communication had gone to all quoting suppliers and that B J Bain had accepted the work.
It was also confirmed that the sum of £1418.71 had been confirmed from HBC via Commuted Sums. This would continue to be available if the work rolled into the next financial year. The latest update was that B J Bain were planning to lower the water level in the pond prior to commencing work, but no dates were yet confirmed
Resolved: The Clerk to obtain a project plan from B J Bain.
 - 5.7 **Wapping End signage** – the rusty and broken “brown signs” for the cycle byway have not yet been removed from the signpost at Wapping End
Resolved: Cllrs Rhodes and Lofthouse to arrange removal
 - 7.3 **GDPR Security Incident Policy**
A proposed policy for managing any data breach was presented by Cllr Kerr
Resolved: The Council resolved that this policy should be accepted. It will be added to the Governance for the Council and will be published on the Parish Council website.
 - 10.2 **Duck Population** -it was confirmed that the action agreed at last meeting was in hand
 - 10.4 **Salt Bin relocation** – this decision was revisited.
Resolved : Instead of relocating a bin from the Ripon Road corner of the village, the Clerk was asked to source a new bin for the Holmeffield/Main Road junction
 - 10.5 **Hackfall Woods Car parking**
The Clerk had written to The Woodland Trust outlining the Council’s concerns over the overspill of cars from the Masham Road car park. A reply had been received stating that the Trust had Planning Permission to extend the car park , given available funding, but that this would add 3-4 extra spaces only. The Trust intended to apply to NYCC Highways to add double yellow lines to the road at the summit bend next to the car park and sought the support of the Council for this proposal.
Resolved: The Council agreed to support and the Clerk was requested to convey this, along with the Councils ongoing concerns over the car parking spaces available.

6.0

Finance

6.1

Balance of Accounts

The Clerk produced a financial pack providing a summary of receipts and payments.
The financial position as outlined below was reported as at 1st February 2019.

Business Account statement £3231.13

Cash Management Account £3069.45

Resolved: That the position be noted.

6.2

Budget statement - The Parish Clerk issued a budget statement to the Council, providing a budget projection to year end

Resolved : That the position be noted.

6.3

Monies Received - The Council noted the receipt of the following monies:

Payment of £60 from court settlement

6.4

Authorisation of expenditure

Approval was given for RFO/Clerk training on Year End accounting - £86.25(YLCA)

6.5

Payments to be recorded - The Council recorded the following payments:

- i) Clerks salary and allowance (December) - £113.88
- ii) YLCA Clerk training from August 2018 - £18.00
- iii) Outgoing Clerk – extra hours salary and expenses - £105.46
- iv) Mr Robin Dant – bus shelter noticeboard glass - £29.05
- v) Clerks salary and allowance (January) - £148.34

7.0

Correspondence

7.1

YLCA advice note on future process for VAT reclaim

Resolved: Clerk to clarify position reference online claims and accounting package

8.0

Decision on planning applications, appeals, enforcement investigations received (for info – all prior circulated)

8.1

Application 6.18.98.E.FUL 19/00199FUL – replacement of extension at Spring Hall. Council had responded with no objections.

8.2

Application 6.18.173.B.FUL 18/04987FUL – conversion of shed to planetarium and craft area at Holly Tree Cottage, Hutts Lane. Council had responded with no objections.

8.3

Application 6.18.6.E.FUL 18/04826 FUL - conditional approval granted to build behind White House, Grewelthorpe.

8.4

Application 6.18.38.E.DVICON 18/04796/DVCON – application refused for removal of short term let condition at 3 , Crown Court, Grewelthorpe

9.0

Quarry Field allocation process for 2019

Cllr Kerr reported that 6 people had expressed an interest in having an allotment in the Quarry Field. For the proposal to be viable, further interest would be needed and Cllr Kerr provided a draft notice to open the invitation further.

Discussion took place covering areas to address before this proposal could be progressed - the interested parties would need to set up an Allotment Group, plus the land would need to be prepared by the allotment holders. Car parking may need to be addressed. The village Multi -Terrain race also uses a corner of the field.

Given this, a two stage approach would be taken by the Council for this year.

Resolved:

The Clerk was asked to publish Cllr Kerrs invitation on the noticeboards and in the Fountains magazine for March month end. This will be aimed at allotments commencing In Spring 2020.

Given this, the Quarry Field will be made available for grass cutting and/or grazing on a a 6 month lease from 1st May – 31st October 2019.

This will be offered following a field gate auction to be held on a Friday evening in April (tbc) – this will be advertised at the Quarry Field, in Fountains magazine and on the Noticeboards.

10.0 Council decision making process on Planning Applications

To ensure transparency and compliance with good governance, the Clerk presented a revised approach to decision making on the Councils response to Planning Applications This would require that the Council formally delegate the responsibility for responding to Planning Applications received between Council meetings to the Clerk.

Following taking any email responses from Councillors and prior to responding, the Clerk will confer with the Chair as to whether an Extraordinary Council Meeting should be called on each Planning Application.

Resolved: The Council resolved to approve the above delegation to the Clerk, in line with the paper presented at the Council meeting. This will be published on the Parish Council website and the policy added to the Governance procedures.

11.0 Asset register

Cllr Kerr reminded Councillors of the agreed actions to maintain the condition of the Village assets, as agreed in June 2018.

Resolved: Cllr Kerr will recirculate the agreed actions and review at May meeting.

12.0 Royal British Legion

Mr Threapleton sought Parish Council support for a Royal British Legion proposal to strengthen the Memorial Cross on Crosshills and to provide a small plaque noting the history behind the Cross. The Council expressed support for this.

Resolved: Royal British legion were asked to provide a proposal and costings for this.

13.0 Councillors reports

13.1 Councillor Rhodes proposed that various ongoing items raised with NYCC Highways should be combined into one email/letter to highlight again – this would include the 3 blocked drains on Masham Road, 1 opposite the Hall, and 1 at the White House, plus the general state of potholes on the village roads

Resolved: The Clerk was asked to send the above email/letter.

13.2 Councillor Kerr commented that the website, whilst much improved, remains a WIP.

13.3 Councillor Kerr – following discussion around further signage concerning dogs and the Playground, it was agreed that a request should be placed in Fountains and on the Noticeboards covering this issue and also reminding all that dogs should be kept under close control and on leads in the fields, especially during lambing season.

Resolved: Clerk to action.

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- 13.4** **Councillor Lofthouse** commented that the signage on Ilton Lane was now incomplete with the sign for High Bramley missing.
- 13.5** **Councillor Exelby** reported that he had received a request for a seesaw to be added to the playground
- 14.0** **Questions or comment from members of the public**
A request was received to allow parking on the Village Green area for 2-3 hours during a wedding on Saturday 5th October, subject to dry conditions to avoid damage.
Resolved: The Council agreed to consider

Agenda Items for next meeting – Parish Council year end finance, policy reviews

Date of Next meeting- 15th May 2019 .

Village Hall - 7.00pm Annual Parish Council meeting
 7.30pm Normal Parish Council meeting

Meeting closed at 9.00 pm

Signed as a correct record

Date -----

