
AZERLEY PARISH COUNCIL

CLERK: DAVID TAYLOR
THORNFIELD, 57, WHITCLIFFE LANE, RIPON, NORTH YORKSHIRE, HG4 2LB
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Minutes of the Annual Meeting and the Ordinary meeting of the
Azerley Parish Council held on
Thursday 13th August 2020 at 7.30pm
On the lawn outside the Galphay Village Institute, Galphay

Annual Meeting

All those present were properly socially distanced and sitting outside so as to be safe in the Covid 19 pandemic period. The weather was overcast but dry with a slight, damp mist.

(2020 – 059) Present were Cllr Neal Topham (Chairman), Cllr Robert Weatherhead (Vice Chairman), Cllr Ben Robinson, Cllr Jan Lawson, Cllr Patricia Harling and Cllr Sheila Miller.

(2020 – 060) Also present were David Taylor, Clerk and Cllr Margret Atkinson of both Harrogate Borough Council and North Yorkshire County Council.

(2020 – 061) Apologies were received from Cllr Brian Thackray.

(2020 – 062) Cllr Neal Topham was **elected** as Chairman of the Parish Council. He was nominated by Cllr Weatherhead and seconded by Cllr Harling, the vote was unanimous.

(2020 – 063) Cllr Weatherhead was **elected** as Vice-Chairman of the Parish Council. He was nominated by Cllr Topham and seconded by Cllr Robinson, the vote was unanimous.

(2020 – 064) The Chairman, Cllr Topham **welcomed** those present to the Annual Meeting of the Azerley Parish Council.

(2020 – 065) There were no **Declarations of Interest received** and so no dispensations were required.

(2020 – 066) It was **resolved to approve** and adopt, without amendment the following governance documents. These documents were circulated prior to the meeting and taken as read:

- a. Code of Conduct
- b. Code of Conduct (Social Media)
- c. Financial Regulations
- d. Standing Orders
- e. Publication Scheme
- f. Records Management
- g. Financial Risk Management
- h. Risk Assessment
- i. GDPR Statement

(2020 – 067) The Council **received** the Internal Auditors report prior to voting on the various AGAR returns below. The report had been circulated to all Council members prior to the meeting. The Clerk, who is also the Council's Responsible Financial Officer, commented that there were no surprises in the report. He said that the biggest issue was that of the website and proposed that the website should be upgraded to use a different platform supported by Hugo Fox.

AZERLEY PARISH COUNCIL

MINUTES OF THE MEETING HELD ON 13TH AUGUST 2020

(2020 – 068) It was **resolved to approve and sign** the following documents for the 2019/2020 audit:

- a. Certificate of Exemption of the Annual Governance and Accountability Return 2019/20
- b. Section 1 of the Annual Governance and Accountability Return 2019/20 (The Annual Governance Statement).
- c. Section 2 of the Annual Governance and Accountability Return 2019/20 (The Accounting Statement).

(2020 – 069) **The Chairman closed the** Annual Meeting of the Azerley Parish Council and thanked those present at attending.

Ordinary meeting

(2020 – 070) It was **resolved** that the minutes of the meeting held on 28th May 2020, required the addition of a paragraph regarding the invitation to meet Mr Brimelow at the Galphay Inn. Aside from this addition the draft minutes were a true and correct record. The Chairman would sign the amended minutes accordingly at the next meeting. The addition shall read "It was **noted** that Mr Brimelow had asked, via Cllr Robinson, if he could meet the Parish Council on the site of the Galphay Inn in order to discuss future plans for landscaping the car park. It was **resolved** that the Parish Council should not accept the invitation principally because as the majority of the development had been granted by Harrogate Borough Council, the views or opinions of the Parish Council would have little or no weight in the future landscaping application. As the invitation was in writing, no further action was deemed necessary."

Reports:

(2020 – 071) Cllr Margaret Atkinson **reported** from North Yorkshire County Council that:-

- a. There have been no new reported cases of Covid 19 in the NYCC area for 3 weeks.
- b. The focus at present appears to be on the devolution question
- c. Staff are starting to return to the workplace from home working.

(2020 – 072) Cllr Margaret Atkinson **reported** on the following from Harrogate Borough Council that:-

- a. There is growing and heated debate over increasing cycle lanes in the district at the expense of parking spaces.
- b. There is a lot of debate concerning devolution.
- c. £1m has been authorised to assist further develop the convention centre and make the facilities more modern. That said, it is still to be used for a Nightingale Hospital for another year.

(2020 – 073) The Clerk **reported** that he is intending to revise and update the website due to the present platform being outdated and having declining support.

(2020 – 074) It was **resolved** that the Clerk should arrange to have three ditches cleaned out in the Galphay area – Azerley Lane, Back Lane & Knappent – contractors can liaise with Cllr Weatherhead.

(2020 – 075) It was **resolved** that the Clerk should request NYCC Highways to install signage to deter HGVs proceeding into the triangle of lanes in the vicinity of the bus shelter, Azerley Lane and Galpay Lane.

(2020 – 076) It was **resolved** that the Clerk should ensure with NYCC that relevant road closure notices reach parish residents in a timely manner.

AZERLEY PARISH COUNCIL

MINUTES OF THE MEETING HELD ON 13TH AUGUST 2020

(2020 – 077) The following Correspondence was considered:

- a. Police Community Report – it was noted that between 18th May and 13th July there were no reported crimes or incidents within the civil Parish area.
- b. From Councillor Richard Cooper, Leader of Harrogate Borough Council concerning the issue of a unitary authority. After some discussion Councillors were asked to send the Clerk their views on the subject and he would forward them as a compilation to HBC, NYCC and our MP.
- c. From NYCC – Better deal for bus users funding for supported bus services and rural mobility fund 2020/2021 – **generally noted**

Financial Matters

(2020 – 078) It was **resolved** to approve for payment the accounts listed on “Appendix A”, below.

(2020 – 079) A bank reconciliation report for the period to 13.08.2020 was **received**. It was **resolved** to approve the report.

(2020 – 080) A spending v budget report for the period to 13.08.2020 was **received**. It was **resolved** to approve the report.

Planning

The following Planning Notices were considered:-

(2019 – 081) **Planning Decision Notice**. 20.00442.DVCON Variation of condition 2 (Approved plans) Azerley Chase Azerley Mr & Mrs J Dalton Granted Subject to Conditions - **Noted**

(2019 – 082) **Planning Decision Notice**. 20.00443.DVCON Variation of condition 2 (Approved plans) Azerley Chase Azerley Mr & Mrs J Dalton Granted Subject to Conditions - **Noted**

(2019 – 083) **Planning Decision Notice** 20.01789.FUL Demolition of existing store building and erection of oak framed garage and creation of associated off road parking and turning Belle Rose Cottage Galphay Mr Ray Raper. Granted Subject to Conditions - **Noted**

(2019 – 084) **Planning Notice (Application Withdrawn)** 19/04274/FULMAJ Formation of 12 lakes/ponds and footpaths in various locations within Mickley. Mr R Staveley – **Noted**.

(2019 – 085) **Notice of Planning Enforcement Decision**. 20.00285.BRPC15 Galphay Inn – **Noted**.

(2019 – 086) **Notice of Planning Application Decision** 20.01140.FUL Proposed stable block, tack room, and feed store. Land Comprising Field Galphay Lane Galphay Mr J Ayrton – **Noted**.

(2019 – 087) **Notice of Planning Application Decision** 20/02144/FUL Proposed rear timber framed conservatory etc. Brocks Moor Barn Mickley Village. Mr David Wood. Granted Subject to Conditions – **Noted**.

The following Planning Applications were considered:-

(2019 – 088) **Planning Application** 20.02323.FUL Conversion of attached stables to form additional living accommodation, erection of two storey rear extension, replacement entrance porch and changes to fenestration. Laver House Winksley Village HG4 3NR Mr and Mrs Stuart – It was **resolved** to return Option A “the Parish Council has no objections”.

(2019 – 089) **Planning Application** 20.02611.FUL. Erection of detached double garage and covered area, Laverock Green Lane Winksley HG4 3NR Miss Livingstone – It was **resolved** to return Option A “the Parish Council has no objections”.

(2019 – 090) **Planning Application** 20.02187.FUL. Construction of single storey extension to rear etc Prospect House Galphay Village Galphay Mr and Mrs Carley – It was **resolved** to return Option A “the Parish Council has no objections”.

AZERLEY PARISH COUNCIL

MINUTES OF THE MEETING HELD ON 13TH AUGUST 2020

(2019 – 091) Planning Application 20/02683/KIOSK BT consultation on the proposed removal of payphone kiosk. (01765 658221) Winksley - It was **resolved** to return Option **B** – The Parish Council objects on the planning grounds set out overleaf. The grounds being the same as those used at the last attempt at removing the call boxes.

(2019 – 092) Planning Application 20/02681/KIOSK BT consultation on the proposed removal of payphone kiosk. (01765 635211) Mickley - It was **resolved** to return Option **B** – The Parish Council objects on the planning grounds set out overleaf. The grounds being the same as those used at the last attempt at removing the call boxes.

(2019 – 093) Planning Application 20/02209/FUL Demolition of car port. Erection of garage. Mistyfell Mickley Richard Armstrong – It was **resolved** to return Option **A** “the Parish Council has no objections”.

(2019 – 094) Planning Application 20/02188/LB Listed Building Consent Application for the construction of single storey extension etc Prospect House Galphay Village Mr and Mrs Carley – It was **resolved** to return Option **A** “the Parish Council has no objections”.

(2019 – 095) Planning Application 20.01669.FUL Erection of 2no. sheds. Crayton House Greenass to Spring Hall Azerley Mr Rob Mitchell – It was **resolved** to return Option **A** “the Parish Council has no objections”.

At this point in the meeting the barely noticeable mist had turned into a drizzle whereby the Clerks ballpoint pen was smudging.

(2019 – 096) It was **resolved** that the Clerk should obtain an up to date schedule of commuted sums due to the Parish Council.

(2019 – 097) It was **confirmed** that the next regular meeting of the Parish Council would be on 24th September 2020 at 7.30pm at the Galphay Village Institute.

(2019 – 098) The meeting closed at 8.40pm

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

Signed as a true record by Cllr Neal Topham, Chairman

Date:

At the Regular Meeting of the Azerley Parish Council held on **24th September 2020** 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

AZERLEY PARISH COUNCIL

MINUTES OF THE MEETING HELD ON 13TH AUGUST 2020

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.

- i. Clerk's salary
- ii. Standing office costs
- iii. Out of pocket expenses
- iv. Mickley telephone box refurbishment expenses.

AZERLEY PARISH COUNCIL

MINUTES OF THE MEETING HELD ON 13TH AUGUST 2020

Appendix "B" – Bank reconciliation for the period to 13.08.2020

Santander a/c ****2922	£ 11,223.43	
Less Acs Outstanding - See Shed '1'	£ 185.61	
		£
Sub Total	£ 11,037.82	11,037.82
 Cash Book - 28.05.2020		
Santander a/c ****2922	£ 12,079.06	
		£
Add receipts - See Shed '3'	£ -	12,079.06
Sub Total	£ 12,079.06	
Subtract payments - See Shed '2'	£ 855.63	
		£
	£ 11,223.43	11,223.43
Subtract A/cs Outstanding - Shed "1"	£ 185.61	
		£
Current State		11,037.82

Shed '1'

Susan Welch	£	50.00
P Harling	£	135.61

£ 185.61

Shed '2'

Yorks Accountants Ripon	£	36.00
StOfEx - Jul	£	26.46
Clerk Salary - Jul	£	229.29
StOfEx - Jun	£	30.87
Clerk Salary - Jun	£	225.29
SLCC	£	42.00
Out of Pocket Expences	£	18.61
StOfEx - May	£	17.82
Clerk Salary - May	£	229.29
	£	855.63

Shed '3'

HBC - 1st Precept	£	-
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