

GREWELTHORPE PARISH COUNCIL

Minutes of Meeting 10th January 2018

1. Present

Cllr Kerr (Chair), Cllr Exelby, Cllr Lofthouse Cllr Rhodes. Parish Clerk
Cllr Simms (HBC), Cllr Atkinson (NYCC)
4 members of the public

2. Apologies

Cllr Dawson

3. Declaration of Interest

None

4. Minutes

The minutes of the last meeting held on 8th November 2017 were approved and signed as a correct record.

5. Matters arising from the last meeting

5.1 Grass cutting contract – The Parish clerk reported that the 3 year grass cutting contract had been issued to 4 potential contractors and replies were due in by 29th January. A further meeting had been arranged to consider the responses for 7th February 2018.

Discussions took place over the addition of verges to the contract and it was agreed that Cllr Kerr would consider which, if any verges should be added to the contract.

5.2 Christmas Tree/lights – Donations – it was reported that the following donations had been received by the Parish Council from the following:

Christmas Tree – value £85.00 from the Crown Inn

Lights -value £30.00 from Tracy Dobson in memory of her father Martin Dobson

Lights – Value £30.00 from Phil Greensit in memory of his father Cliff Greensit

Hillary and Paul Randall – use of electricity to power the pond lights.

5.3 Noticeboards – the Parish Clerk reported that she had formally requested commuted sums payment to help fund the purchase of the new noticeboards from Harrogate Borough council. Once approval had been given, and depending upon the amount approved, she would arrange the purchase.

6. Finance

6.1 Balance of Accounts – The Parish Clerk to update the Council on the balance of accounts. Cash management Account – balance £3065.35. Business current account £5419.07.

6.2 Budget statement - The Parish Clerk to issued a budget statement to the Council.

She informed the Council that there will be an overspend on grass cutting of approximately £246.00. The position on the budget was noted.

6.3 Final approval – budget 2018/19

The Clerk reported that since agreeing the budget at the last meeting a number of things had changed which increased the general running costs. She reported that there was a need to review the grass cutting budget and add provision for a Data Protection management. She stated that there was a new requirement for councils to appoint a Data Protection Controller, cost unknown. She had therefore added in an additional £400.00 to the budget. The general running costs for the Council therefore came to £5697.00 In addition, £1,000 had been added for tree works and incidental expenditure. Monies had also been added for the Parish Council to undertake some essential maintenance works. Total projected expenditure amounted to £9,697. The Clerk recommended an increase in the precept from £4,450 to £5,192 based on inflation, loss of council tax support tax, reduction in the grass cutting grant and increase in data protection costs. She also stated that works had been identified throughout the year and suggested that some of the reserves are used to address these. This will address some concerns raised in previous audits about the amount of reserves and begin to bring the budget more in line when comparing income and expenditure.

Resolved : That the precept be increased to £4821.00

6.1 Monies Received

Receipt of the following monies were noted:

- 1) HBC- Litter Picking payment £122.17 – it was agreed that £122.17 be paid to Sally Graham as a token of the work she does throughout the year in picking up litter and generally keeping the village tidy.
- 2) Northern Power Grid - £59.73

6.2 Authorisation of expenditure

The following expenditure was authorised.

£38.60 to G. Rhodes for the purchase of Christmas lights
Clerks expenses £12.53

6.5 Payments to be recorded

The following payments were noted.

- i) Clerk's salary November £183.00
- ii) Clerks salary December £228.80
- iii) Eura Audit Professional fees £36.00
- iv) CCS £81.60 for secure remote hard drive

7.0 Commuted Sums – The latest Commuted Sums schedule was submitted and noted.

8.0 Youth Club Consultation

The results of recent consultation held in Grewelthorpe Primary School by NYCC Youth Development Officer was submitted for consideration.

Resolved: That the comments be noted and the clerk responds on the individual actions and requests that the children submit further comments on additional play equipment.

- 9.0 Data Protection Act** – The Clerk to briefed the Council on changes to the data protection Act. She stated that there was a requirement to implement new procedures by May and also appoint a Data Protection controller. She stated that she had approached HBC with regards to any assistance they were to give and that National Association of Local Councils (NALC) were to issue standard documents and advice in the new year. The position was noted.

10.0 Health & Safety/Risk Assessment – Inspections

Play Area – Latest Inspection -Cllr Rhodes to reported that the inspection was to follow.

11.0 Correspondence

- 11.1 Application of referendum principles in the next 3 years - information from NALC. The position was noted

12.0 Decision on applications, appeals, enforcement investigations received (for information)

Application 6.18.159.B.FUL Bramley cottage , Grewelthorpe Road – Erection of agricultural building – approved.

Application 6.18.185.B.Ful Mowbray Hall, Grewelthorpe - conversion of outbuildings to form holiday cottages and store. – approved.

Application 6.18.198 OUT South of Fairfields – application for 2 dwellings with access – refused.

Application 6.18.102.A.FUL Spring House Hutts Lane - Erection of single and first floor extensions - approved

Application 6.18.28.E.FUL Lynestones Nutwith Lane - Demolition of existing garage and erection of single storey extension - approved

Application 6.18.108.F.FUL Tower Hill – erection of single storey industrial building -refused

Planning enforcement 17/006460PR05 South of Fairfields – removal/cutting back of hedgerows/ creation of new access.

13.0 Councillor's reports

- 13.1 Discussion took place over the state of the roads in relation to flooding and the state of the gullies. The council requested the Clerk to contact NYCC.

14.0 Questions of Comments from Members of the public

- 14.1 A resident stated that on recycling weeks she and a number of other residents pick up recycling which has blown around the triangle. She stated that recently someone had dumped recycling on the triangle behind the Christmas tree and the collected recycling takes up room in her box. The Parish council thanked her and the other residents for this and asked what they could do to help with the problem but there was not much they could do.

14.2 The Parish council was given a letter stating that Kirkby Malzeard and Laverton are to have their phone box repainted in the spring and requested that BT be contacted to see if the telephone box in Grewelthorpe could also be painted.

14.3 The matter of speeding through the village was raised. The situation was noted and acknowledged that there was little that could be done at the moment.

15.0 Agenda Items for the next agenda

Discussion on essential maintenance works.

16 Confidential Items

16.1 Update on PAYE Issues - there is a confidential minute on this matter.

Date of the next meeting – 7th February 2018

Close of meeting: 8.45pm

Signed as a correct record

Date