

ALDWARE AREA PARISH COUNCIL

Minutes of a Meeting held at Aldwark Manor Hotel on Tuesday 14 November 2017

Present: Cllrs Stroud (Chair & Minutes), Topliss & Boddy.

1. Apologies for absence and declaration of interests in agenda items.

Cllrs Follington, Ellis, Rooke & Knapton.

Cllr Follington participated by Skype.

Cllr Boddy declared an interest in item 11(d) and took no part in that discussion.

2. Public Forum

No members of the public attended.

3. Minutes of the meeting held on 25th July 2017

The minutes were agreed and signed by the Chair.

4. Matters Arising from the minutes, not on the agenda - None

5. Chairman's Report – He and the vice-chair had attended an interesting meeting of the YLCA in Easingwold. This had featured how to respond to HDC Planning consultations and guidance on the forthcoming Data Protection legislation.

6. Resignation of Cllr Southall

It was reported the Sue Southall had resigned as parish councillor for Aldwark on 10th October 2017. The Chair & other members of the Council had thanked her for service to the parish.

The Clerk had informed Hambleton DC and placed the relevant statutory notice on the Aldwark noticeboard. If an election has not been requested by 10 electors by 23 November, the PC may co-opt a suitable person. It was agreed that the vacancy would be advertised throughout the parish.

7. Appointment of minutes secretary

This task had been undertaken by Sue Southall. It was agreed that a new councillor would be invited to take on the role, otherwise the minutes would be written by councillors in rotation.

Colin Stroud said he did not wish to continue as the voluntary clerk beyond the elections in 2019 and it was agreed that provisions should be made to recruit a paid clerk during 2018.

8. Use of the Community Infrastructure Levy (CIL) payment of £5,197.50

Despite some interest in purchasing swings for the play area, no proposals for this had been received. Cllr Follington agreed to follow this up.

9. To Consider Purchasing a Defibrillator for Flawith at a cost of £1270 + VAT

Two quotations had been obtained for a suitable AED and it was agreed to proceed with the purchase of Cardiac Science G5 machine at a cost of £1270 + VAT (which could be reclaimed). Easingwold Lions had generously agreed to contribute up to £600 towards this cost.

The veterinary practice in Flawith had kindly agreed to host the machine and a local electrician would connect it up at no cost.

Cllrs Topliss and Boddy were delegated to arrange the purchase and installation of the machine.

Signed
Chairman

Date

10. To Consider a 4 Year Agreement with NYCC for the installation of a Speed Matrix Sign in Flawith at a cost of £6000

Following long-standing concerns regarding speeding through the village, Cllr Topliss had circulated details of this scheme offered by NYCC. However, he had been informed by NYCC that since many PCs felt this scheme was not good value for money, it was exploring the possibility of PCs being able to purchase a suitable machine. The clerk had also circulated details of a supplier of such machines. Members felt that purchase options should be explored for both Flawith and Aldwark and it was therefore agreed to defer this matter until the next meeting. JT will look into this.

11. Preparing for the General Data Protection Regulation (GDPR) 2018

The clerk had circulated details of the General Data Protection Regulation which will apply from 25th May 2018. It was agreed that this applied to the email lists of parish residents used by councillors to circulate information. Permission needs to be obtained from these residents to enable the PC to hold and use their various contact details. Cllrs Topliss and Stroud agreed to produce a form that could be used to achieve this which could then be circulated to residents.

12. Dealing with Planning Applications

To comply more effectively with the regulations, the Council's previously agreed Procedure for Considering Planning Applications was amended. It was agreed that where necessary extraordinary meetings should be held to discuss applications with substantial implications for the parish.

13. Hambleton DC Planning applications for consideration

- a) Ref. No: 17/02080/FUL Proposed single storey extension and alterations to semi-detached house - 1 The Cottages Aldwark North Yorkshire YO61 1UB

No comments

- b) 17/02323/REM Application for approval of reserved matters (Access, Appearance, Layout, Scale) following outline approval 17/01062/OUT - Construction of 4no. residential dwellings and associated works. Land To The North West Of Foxholm House Flawith.

Cllr Topliss explained a concern regarding the proposed footway for the property and it was agreed the council should comment as follows:

i. The Reserved Matters application covers a number of aspects including access. The plans show the provision of a pedestrian footpath across the front of plot 4 with steps leading up to the internal access road in front of plot 3. It is not clear from the plans provided whether the proposed footpath will connect into the existing village footpath running along the north-eastern side of Main Street in Flawith. The existing footpath only extends as far as the veterinary surgery (Applegarth House) and therefore the developer should be obliged to extend this across the verge to the front of Foxholme House and then into this development.

ii. One of the village residents who lives opposite the proposed development has raised concerns that the measurements on the section plan are inaccurate, particularly in relation to the relative roof heights of the proposed and existing properties. The indicated heights need to be checked and validated as there is still a major concern about the overlooking impact from the new development.

Signed
Chairman

Date

iii. The application makes no reference to how surface and foul water drainage will be dealt with. The existing sewers and drains are currently at capacity and therefore improvements to the existing infrastructure will be required.

- c) 17/04562/FULMAJ Change of Use of land from agriculture to explosives storage and distribution place (Use Class B8) with erection of three floodlit earth bunded storage magazines, one earth bunded sampling ground, detached storage building, and re-packing shed, with associated access and hardstanding (Site Area 4.35ha) (Revised Scheme). Land Comprising Field At 445716 463020 Lightmire Lane Great Ouseburn.

A previous application had been withdrawn in 2016 after many objections from residents and the relevant PCs. At that time Aldwark Area PC had also been formally consulted and had submitted objections. The Chairman had been alerted to this new application by a local resident of Aldwark and had requested formal consultation by Harrogate BC. This had been agreed. Few changes had been made to the earlier application and it was agreed that the same objections were appropriate and could be submitted by the PC, as set out below.

Aldwark Area Parish Council objects to the proposed development on the basis of the following grounds:

- Visual impact - the proposed development will have a material effect on the rural landscape looking west from Aldwark. The current rural nature of this landscape (farmland and the adjacent golf course) will be seriously affected by the proposals and the proposed landscaping treatment would do little to mitigate the adverse effects.
- Night-time nuisance - the proposed development includes floodlighting which would cause a significant nuisance to residents of Aldwark whose properties face west overlooking the River Ure.
- Safety - the storage of explosive materials raises a significant risk to users of the golf course and the River Ure, and to the residents of Aldwark. The proposed mitigation measures are considered inadequate in relation to the amount of material that may be stored on site.

The application contains no details of any sequential assessment of other possible sites that have been considered for this proposed use nor as part of the flood risk assessment, and as such we would question whether the application satisfies these statutory requirements.

However, in view of residents' concerns, it was agreed that Aldwark councillors would inform residents of this intention and if there was sufficient interest, a special meeting of the parish council would be called.

The Clerk had been informed that in due course the PC would also be consulted on a further application for Hazardous Substances Consent.

- d) Ref 16/00169/DCN Application to discharge conditions of planning approval 16/00169/MRC (Variation of condition 9 of Planning Consent 04/01520/FUL - Alterations to existing agricultural buildings to form four holiday cottages with associated facilities including swimming pool) - Rising Sun Farm Aldwark.
No comments

Signed
Chairman

Date

14. Hambleton DC – Planning decisions and appeals

- a) Ref. No: 17/01420/FUL Single storey oak-framed outbuilding - Gillan House Flawith North Yorkshire YO61 1SF- Granted
- b) Ref. No: 17/00383/FUL Construction of a dwelling - The Cottage Flawith - Application Withdrawn
- c) 17/01163/FUL - Proposed ground floor kitchen extension, first floor dormer roof, partial existing roof raise and detached garage - Holly Cottage Flawith North Yorkshire YO61 1SF – Granted
- d) Ref. No: 17/01657/LBC - Listed Building Consent for internal and external alterations - Chapel Farm House Youlton Lane Youlton – Granted

15. Application for Grant towards annual running costs from Hambleton Citizens

Advice – A grant of £50 was agreed.

16. Finance – Cllr G Boddy (Responsible Finance Officer)

- (a) A satisfactory audit report for 2016/17 from PKF Littlejohn LLP had been received and the relevant notices displayed.
- (b) Cllr Boddy had circulated papers setting out receipts and payments, actuals vs. budget and bank balances. These were approved.
- (c) To agree any payments to be made:
NB the following payments were in the budget and had been approved by email:
 - i) NYCC for salt bin refills £75+ VAT
 - ii) Rural Action Yorkshire - Annual membership £35
 - iii) Payment of £50 to Alne Parochial Church Council towards cost of parish newsletter.

An invoice for £538 had been received from DLH Services for the installation of a new gate to the Aldwark Play Area. It was agreed this should be paid.

17. To set a Budget & Precept for 2018/19

HDC had requested early notice of our financial requirements for the coming year. Cllr Boddy had circulated a draft budget suggesting a precept of £3200 as in previous years. After discussion, it was agreed that in view of rising costs, the likelihood of recruiting a paid clerk and proposals to improve the infrastructure of the villages, in order to maintain satisfactory reserves, a small increase in the precept should be requested. The clerk was therefore instructed to request a precept of £3,400. Cllr Boddy will circulate the revised budget for 2018/19.

18. Portfolio responsibilities

- a) Leisure – Play area. A satisfactory inspection had been carried out by Play Safety Ltd on 13 Sept 2017. It had recommended that certain bare grass patches should be reseeded and Cllr Follington agreed to do this at the appropriate time.
- b) Roads, pavements and grass verges. Nothing to report.
- c) Public Communications. Cllr Boddy has updated the website in accordance with the transparency guidelines.

Signed
Chairman

Date

- d) Planning. Cllr Toplis reported that HDC had issued a Section 215 notice on the owner of the derelict cottage in Flawith. This requires him to demolish the building, remove the rubbish and tidy-up the site by mid-December.

19. Report from the County Councillor - Not present.

Report from the District Councillor - Cllr Ellis had emailed the following comments:
The new Local Plan process will be delayed for various reasons, some listed below:

Employment land review issues & allocation.

Now a need for Heritage Assessments to be made on numerous sites in the district.

Government --announcements expected in the budget 22 November re proposed housing delivery and any changes/amendments to the delivery of CIL.

Government -waiting for new guidelines on changes to NPPF by April 2018.

The next public consultation exercise is not expected before April 2018 at the earliest.

20. Reports from Parish Councillors - None

21. Correspondence

The correspondence folder was circulated.

22. Matters for inclusion on the next agenda -TBA

23. Dates of future meetings starting at 7.30pm at Aldwark Manor Hotel

Tuesday 16 January 2018

Tuesday 20 March 2018

Signed
Chairman

Date

Aldwark Area Parish Council

Bank reconciliation at	08 October 2017	
Balance brought forward at	01 April 2017	<u>£11,309.47</u>
Add receipts for period to date		<u>£4,031.39</u>
		£15,340.86
Less expenditure for period to date		<u>£1,673.24</u>
Closing balance		<u>£13,667.62</u>

Balance at bank and in hand at	08 October 2017	
Bank account	£13,667.62	
Petty cash		
	<u>£13,667.62</u>	
Less unpresented cheques	£0.00	
	<u>£0.00</u>	<u>£13,667.62</u>

ALDWARE AREA PARISH COUNCIL
Budget vs. actual as at 08 November 2017

INCOME	Budget	Actual	Delta	Explanation
Precept	3200	3200	0	Both installments have been received.
Grass cutting contribution from NYCC	50	60	10	Contribution of 59.71 GBP was received 01/08/2017.
VAT refund	100	229	129	Applied and recieved for FY16 and FY17. Not done previously because the claim process was not known.
Transparancy fund grant (laptop bundle)	0	543	543	Unplanned grant applied and received for laptop bundle for PC use.
	3350	4031	681	

EXPENDITURE				
Clerk's salary, office & travel expenses	-1200	-52	1148	Clerk's role is voluntary and expenses have been small in value.
Insurance	-400	-318	82	Premium from new provider is less than last year' premium
Grass Cutting	-800	0	800	Invoice hasn't been received yet.
Playground Maintenance & Inspection	-200	-80	120	Inspection was carried out, but the invocie for maintenance hasn't been received yet.
Website	-60	-85	-25	Invoice received to cover provision and hosting from 2017 until 03/2019.
Newsletter	-50	-50	0	Invoice received and paid.
Subscriptions	-210	-35	175	Subscription for RAY was paid 17/10/2017. Others not yet due for renewal.
Training	-100	0	100	None undertaken.
Salt bins	-90	0	90	Invoice not expected until later in the year.
Sundries	-200	-993	-793	2 x green bin licenses 70 GBP and laptop bundle 922.96 GBP, of which 543.18 GBP was covered by the grant.
	-3310	-1613	1697	

SURPLUS/DEFICIT

40	2418
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ALDWARK AREA PARISH COUNCIL

BUDGET FOR THE YEAR ENDING 31 MARCH 2019

	<u>£</u>	
<u>RECEIPTS</u>		
Precept	3,400	
Grass Cutting Contribution from NYCC	50	
VAT Refund	100	
	-----	3,550
<u>PAYMENTS</u>		
Clerk's salary, office & travel expenses	1,500	
Insurance	350	
Grass Cutting	800	
Playground Maintenance & Inspection	200	
Website	85	
Newsletter	50	
Subscriptions	225	
Training	100	
Salt Bins	90	
Sundries	200	
Green bin licences (x2)	70	
	-----	(3,670)

<u>SURPLUS/(DEFICIT) FOR THE YEAR</u>		(120)

Expected one-off payments:

Community Access Defibrillator (Flawith)	804
Speed Matrix Sign (Flawith)	1500

- 1) Expenditure for 50% of the cost of a Community Access Defibrillator for Flawith (£670+combined VAT=£924). The other 50% is part funded by the Easingwold District Lions. This can be funded from reserves that have built up over previous years.
- 2) Expenditure for the cost of a Speed Matrix Sign for Flawith (£6000, split over 4 years). Subject to relevant approvals from HDC, this is expected to be at least partly, but perhaps fully, supported by the CIL payment that should be due to Flawith in the next few years following the decision to grant the outline planning application 17/01062/OUT for 4 residential dwellings to the North West of Foxholm House, Flawith.

Adopted on

Signed Chairman