

ALDWARE AREA PARISH COUNCIL

Minutes of a meeting held on Tuesday 15 January 2019 at 7.30pm
at Aldwark Manor Hotel

Present: Cllrs Colin Stroud (Chair), John Topliss, Lynette Evans, Andy Follington and Gemma Chapman (Aldwark Area Councillors); Cllrs Nigel Knapton (Hambleton District Council) and Cllr Peter Sowray (North Yorkshire County Council).

In attendance: Alison Pollock (Clerk and RFO); Sam Hutchinson – part of meeting – (Community Mapping Project Office, Office of the North Yorkshire Police, Fire & Crime Commissioner for North Yorkshire).

Minute

1/19 Chair's welcome

Cllr Stroud welcomed the new clerk and Responsible Financial Officer to her first meeting and welcomed Sam Hutchinson attending from the North Yorkshire Police, Fire & Crime Commissioners' Office.

2/19 Apologies for absence

None

3/19 Declaration of interests in agenda items

None

4/19 Public forum

No members of the public were present.

5/19 Minutes of the meeting held on 6 November 2018

The minutes were approved and signed by the Chair.

6/19 Matters arising from the minutes and not on the agenda

None

7/19 Presentation by Sam Hutchinson

Mr Hutchinson explained that his job involves meeting with parish councils and others to surface concerns and find out about community needs. Cllr Stroud had given advance notice of a number of Aldwark Area Parish concerns, and Mr Hutchinson addressed each in turn. Actions were agreed as follows:

- Interaction with local police teams is currently non-existent. Mr Hutchinson will liaise with the relevant local team, and the clerk, to ensure that appropriate information is provided to the Parish Council monthly. More accurate and relevant data may help allay concerns about increasing rural theft, or may enable action to be taken.

Signed.....Chair.....Date

- Large vehicles, particularly of waste-spreading contractors, are a concern in the parish, reported driving at speed with mobile phones in use and dropping mud on the road which is not being cleared up. Number plates and rear lights are often obscured by mud. Mr Hutchinson advised reporting incidents to the police (supplying dashcam footage if available) who can follow up appropriately.
- Speeding remains a concern, particularly in Flawith. Mr Hutchinson advised that safety vans or Community Speedwatch activities could be deployed but not both. Community Speedwatch activities have been carried out in both Aldwark and Flawith in the past; it was agreed to request these be repeated (May 2019 is the earliest date this is permitted). The clerk was asked to organise this. Cllr Topliss undertook to continue to push for a repeat speed survey in Flawith and also said that a major criticism is that there are no targeted follow-ups by the police so that driving behaviours soon revert after the speed monitoring period. Mr Hutchinson suggested that the parish newsletter or website could be used to highlight the number of speeding motorists caught by the Speedwatch team to support behaviour change and awareness, once the new data is available.

8/19 Vehicle-activated speed signs update

NYCC is still preparing its formal policy for speed signs; the intention remains to have the policy approved for implementation from April 2019.

9/19 New play equipment for Aldwark

Decisions on spending on new play equipment are on hold pending further developments on the vehicle-activated speed signs (minute 8/19 above). Cllr Follington agreed to follow up with Cllr Sowray and Cllr Knapton in the next financial year, as both indicated there may be sources of funding available.

10/19 Citizens Advice of mid-north Yorkshire

It was agreed to make a grant of £50 towards the running costs of this organisation.

11/19 Hambleton DC planning applications – active cases

- a. **18/02398/FUL** Construction of rear extension and detached garage following demolition of existing single storey rear extension, The Cottage, Aldwark. The comments submitted by the parish council were noted; its overall view was “neutral” on this application but concerns were expressed to HDC about changing the character and setting of this estate cottage and the loss of a more affordable home.
- b. **18/02401/FUL** Construction of a new dwelling and double garage, The Cottage, Aldwark. The comments submitted by the parish council were noted; it formally objected to this application. The reasons for this are the resultant loss of spacing which makes a positive contribution to the Conservation Area and its townscape, and the absence of need of a further executive home; the reasons for the

Signed.....Chair.....Date

previous refusals for development on this site still apply in the Parish Council's view.

- c. **18/00209/FUL** Construction of two detached dwellings and garages together with ancillary external works, drainage and landscaping, land near Beechcroft Farmhouse, Aldwark (already granted by HDC). Cllr Follington advised that he had spoken to the developer about increasing the drainage pipe diameter from 150mm to 200mm. The developer will investigate the additional cost which is thought to be minor.

The clerk advised that on some recent planning cases, she had noticed that the Parish Council's comments were not showing in the Parish Council comments area, but instead as individual comments by a councillor. This unfortunately makes it appear that the Parish Council has not responded. This has been drawn to HDC's attention and corrected.

12/19 Hambleton DC planning decisions

- a. **18/01867/FUL** Concreting of farm yard, laying of drainage and installation of sediment trap. | Bridge Farm Aldwark North Yorkshire YO26 9SL – Granted
- b. **18/01908/FUL** Construction of a general purposed farm building | Bridge Farm Aldwark North Yorkshire YO26 9SL – Granted
- c. **18/02356/FUL** Single storey rear extension (to include projecting canopy) alterations to an existing window and siting of a treatment plant as per amended plans received on 22 November | Chapel Farm Cottage Hag Lane Youlton North Yorkshire YO61 1QL – Granted
- d. **18/02330/NMC** Proposed non-material amendment (additional roof lights to Plot 3 and changed porch design to Plot 4) Land to the North West of Foxholme House, Flawith – Granted
- e. **18/01764/FUL** Proposed extension to rear of house, Flawith Barn, Flawith – Granted

13/19 Community Infrastructure Levy (CIL)

It was noted that a CIL amount of £5,230.50 has been received in respect of recent housing development and that this must be spent in the individual parish where the development occurred (hence Flawith in this case) unless permission is obtained from HDC.

14/19 Finance (Responsible Financial Officer)

- a) **To finalise budget for 2019/20** – the clerk/RFO presented the previously agreed budget of £4,200 and this was signed by the Chair.
- b) **Precept for 2019/20** – the clerk/RFO confirmed that the previously agreed precept of £3,750 had been confirmed to HDC by the deadline.
- c) **To note receipts and payments, actual vs budget, and bank balances** – noted and approved

Signed.....Chair.....Date

- d) **To note issue of invoice to NYCC for £59.71 in respect of grass-cutting contribution** – noted and approved
- e) **To agree electronic bank payments process** – it was noted that the current best practice for electronic banking is to use dual electronic authorisation to release payments. This is not currently operational on the parish council online bank account and the clerk/RFO was asked to investigate obtaining this extra functionality together with an indication of costs, as part of the review of signatories following the forthcoming election.
- f) **To agree payments to be made to:**
 - (i) **NYCC – grit bin refill £75 plus VAT** – approved
 - (ii) **Data Protection registration fee £40 by direct debit** – approved

15/19 Portfolio responsibilities

a) Leisure

- Cllr Stroud confirmed that he has requested Geoff Hancock to remedy the issues identified in the recent safety inspection report, namely grass seeding or re-turfing to worn areas and the need to minimise damage to wooden posts from strimming/grass cutting.
- Cllr Follington noted that there is still interest in taking over the RAF-owned boathouse for use as an amenity/village hall, and that it appears to be in need of increasing maintenance and repair. The clerk was requested to contact the RAF again about this possibility. Cllr Knapton mentioned that again an application to the ‘Making a difference’ funding source might be worth considering.

b) Roads, pavements and grass verges

- Cllr Stroud mentioned that the play area in Aldwark is accumulating litter. The clerk noted that she litter-picks around Aldwark periodically and would be happy to include the play area. The clerk was also asked to investigate the possibility of loaning equipment from the District Council for a one-day community litter-pick in the parish.
- It was noted that levels of dog mess had increased in the villages and the council would look into improved signage. Cllr Chapman offered to post on the parish council’s Facebook page to remind dogwalkers to use the bins provided.

c) Public communications

- It was noted that superfast broadband is coming to Aldwark and Flawith in the near future.

d) Planning – nothing further reported

16/19 Report from County Councillor

Cllr Sowray explained that the County Council is in the midst of budget-setting and a consultation document is available on the council website.

17/19 Report from District Councillor

Cllr Knapton explained that the District Council is working on its 10 year financial plan and is looking to maintain its reserves and its current healthy financial position.

Signed.....Chair.....Date

18/19 Reports from Parish Councillors

Nothing further reported

19/19 Elections on 2 May 2019

The clerk confirmed that elections will be held on 2 May and immediately prior to this all councillors' terms of office cease. Any person wishing to stand for election will need to complete forms; these will be available in mid-March. The clerk confirmed that she is liaising with Hambleton District Council to ensure the process flows smoothly. Cllrs Chapman and Stroud confirmed that they will not be seeking re-election and so at least two new councillors will be required. The clerk was asked to prepare a brief note for the parish newsletter alerting the public to the forthcoming election and the five seats for election.

20/19 Correspondence received

Cllr Stroud passed on the recent copy of the Clerks & Councils Direct newsletter. The clerk confirmed that all other correspondence had been by email and this had been circulated.

21/19 Dates of future meetings

Tuesday 19th March 2019 starting at 7.30pm at Aldwark Manor Hotel
Further meetings will be set in due course.

The meeting closed at 8:55pm.

ALDWARE AREA PARISH COUNCIL
Income statement at 21st December 2018

INCOME							
Month	Date	Details	Precept	Grass cutting	VAT	Sundries	Net
April	30/04/2018	Precept (1st instalment)	£ 1,700.00				£ 1,700.00
May	01/05/2018	Duty/VAT repayment			£ 249.12		£ 249.12
Sept	28/09/2018	Precept (2nd instalment)	£ 1,700.00				£ 1,700.00
Nov	05/11/2018	CIL monies for Flawith				£ 5,230.50	£ 5,230.50
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TOTAL			£ 3,400.00	£ -	£ 249.12	£ 5,230.50	£ 8,879.62

Signed.....Chair.....Date

Aldwark Area Parish Council

Bank reconciliation at	21 December 2018	
Balance brought forward at	01 April 2018	<u>£10,951.62</u>
Add receipts for period to date		<u>£8,879.62</u> £19,831.24
Less expenditure for period to date		<u>£1,490.63</u>
Closing balance		<u><u>£18,340.61</u></u>

Balance at bank and in hand at	21 December 2018	
Bank account	£18,340.61	
Petty cash		
	<u>£18,340.61</u>	
Less unrepresented payments		
CFY		
	<u>£0.00</u>	<u><u>£18,340.61</u></u>

Signed.....Chair.....Date