

# Appleton Wiske Parish Council

Minutes of the Parish Council Meeting held in the **Village Hall Meeting Room** on **Monday 03 June 2019** that commenced at 7.30 pm.

## Present

Cllrs Derek Partington (DP (Chair)), Ken Blackwood (KB (Vice-Chair)), Richard Hauserman (RH), Steve Watson (SW), Sue McDonnell (SM (Clerk)).

### 1. Public Comment None

### 2. Apologies & Declaration of interest for any agenda item.

Apologies - David Hugill (DH), Kim Laws (PCSO).

No Declarations of Interest.

### 3. Minutes of the April 2019 meeting.

Minutes of the April 2019 Meeting were agreed and signed off.

### 4. Co-option of new PC members & process for filling vacancies

Jackie McReddie (JM) and Claire Gill (CG) were co-opted to the PC and handed their completed Declaration of Office forms to **SM** who signed them. **DP** welcomed them to the meeting. **SM** to contact HDC to formally advertise the 2 remaining vacancies.

### 4. Matters Arising:

- a) Code of Conduct for the PC had been drafted by **DP**. **KB** moved that it was adopted and amended if necessary next meeting. **SM** to e-mail it to new PC members.
- b) Changes in Data Protection Regulations (GDPR) – **DP** to ask Kenton Bazeley (**KBa**) if he would be able to make the amendments **DP** had proposed before next meeting, or if not possible to return his hand-written amendments. **SM** offered to make the amendments if necessary. **SM** had received an e-mail from SLCC (Society of Local Council Clerks) stating that from April 1<sup>st</sup> Parish Councils' exemption from paying registration fees had ended and it looked from the criteria as though the PC may have to pay £40 p.a. Agreed that she will query it with HDC and agreed to pay it if necessary.
- c) CCTV camera –. **KB** had obtained a CCTV notice and will display it. He will check with the landlord of the Lord Nelson to find out if he has access to the CCTV data. **JM** stated PC needs to ensure we have done everything necessary with respect to the protection of the data. **SM** has an envelope of CCTV info and will pass it on to **KB**. **RH** asked if the camera data had been used in the past to help solve any crimes. **KB** replied that it was once used to show the vehicle and part reg. no. of a vehicle involved in a crime.
- d) Report on progress on any other outstanding items from previous meetings
  - i. Recreation field - transfer of land from HDC – next steps. **DP** stated that it was the ARA AGM tonight. He, **KB** and **SM** would have attended if it had not clashed with the PC meeting. **DP** to find out what was agreed at the meeting. **KB** explained the land situation to the new members and stated that originally the PC purchased all the land and sold some to HDC.
  - ii. Improvements to area outside village shop – **KB** to arrange a meeting of the nearby residents to discuss what they would like to see and draw a draft plan.

### 5. Correspondence.

- a. YLCA e-mails – previously circulated.
- b. Letters re grass cutting had been received from Anvil House and Lincoln House. **SM** had spoken to the contractor and replied to their complaints. **DP** stated that it is difficult for the new contractor if certain houses do not wish to have the village greens cut in front of their properties. **JR** pointed out that the PC needed

to ensure that the greens looked nice and uniform which may not happen if people cut their own. **DP** offered to design a short form and distribute it to households facing the greens asking if residents want the grass cut in front of their properties, the default being no reply then the grass is cut by the PC. Complaints had been raised that the mower being used was too big for the undulating greens in the village but the contractor does not own a smaller one. **KB** pointed out that on the renewal of the contract the PC needs to ask potential contractors about the type of cutting equipment to be used to ensure its suitability. **SM** to ensure that the current village green map is up to date and report the broken stopcock cover to Yorkshire Water.

- c. YLCA – Hambleton Parish Liaison meeting on Thursday 18<sup>th</sup> July -**KB** to attend.
- d. Defibrillator – possible annual maintenance contract deferred until next meeting so that **KB** can discuss with Rob Little. **KB** to check the price of a replacement battery and **SM** to check the proposed contract price.
- e. Request from Willow End to extend the borders at the front and side of the house – agreed provided that none of the borders exceeded a metre from the property wall.
- f. No other matters.

## 6. Circulars.

- a) Some marketing circulars had been received about dog waste bins and benches but were not needed.

## 7. Planning Matters.

- a. Outline application (access only considered) for the construction of two dwellings – Land to West of Smithy Green Hornby Road. – 19/00834/OUT. **DP** reported that the proposal was to build 2 bungalows next to Smithy Green. Two previous site submissions had been rejected by HDC, one in 2005 offering the full field and one in 2015 offering a site for 10 houses. Both were rejected due to the size of the developments having a significant effect on the character of the village. The PC's position is to oppose any further development as planning applications for 24 new properties in the village have been approved by HDC. **DP** to draft a response to HDC to re-state the PC's position re the number of planning applications already approved. With respect to this particular application, bearing in mind HDC's development policies re the character and appearance of the countryside, the letter should stipulate that, if approved, a condition of approval should be that the site size remained as proposed and that only bungalows be permitted. **DP** to circulate the response and **SM** to e-mail it to HDC by Friday 7<sup>th</sup> June.
- b. Proposed construction of agricultural storage building as per amended plan received by HDC on 25<sup>th</sup> March 2019 – Former Little Hornby Farm, Hornby Road ref 19/00124/FUL – Granted.

## 8. Financial Matters

- a. Tree survey estimate – **KB** thinks it was £350 but will check but he is still awaiting an estimate for the churchyard trees and will chase Helen Arnold. It is hoped that the survey will take place in July or August this year.
- b. Insurance Renewal – Quote received from BHIB for £453.49. (Last year £451.15). – Agreed to pay (Renewal date 1<sup>st</sup> June 2019.) – BACS payment.
- c. 2018/19 Quarter 4 Budget Report and Receipts & Payments Report – **SM** reported back on the query raised by **KB** and Richard Johnson re ARA income and expenditure. She has found what the anomaly was and will correct it and report back with details next meeting. **SM** to circulate the reports to **RH** and the 2 new members.
- d. Transfer of Appleton in Bloom (AIB) funds – **DP** reported that he is still awaiting the final bank statement before he can get the account audited. Once audited, the balance can be transferred to the PC. He mentioned that AIB normally had a cash float for incidentals and £100 was agreed for the float going forward. An

AIB invoice had been received from Whitegates Nursery recently for £297.13 for planting outside the Village Hall. Agreed **SM** to ask Whitegates to change the invoice name to the PC then pay it by cheque. **DP** to arrange for AIB to transfer £250 to the PC, the invoice net of VAT.

- e. YLCA new Internal Audit service – **SM** to provide more details for the next meeting.
- f. Induction Course for new councillors – (cost £115 per delegate) Agreed for **RH** to go on 20<sup>th</sup> July in Northallerton. **RH/SM** to arrange.
- g. Agreed to pay Appleton Wiske Village Hall £24.00 for use of Annex for April and May meetings – BACS payment.
- h. Agreed to pay Broadacres £20.44 for Allotment Rents. – BACS payment.
- i. Agreed to pay T P Jones & Co £78.00 for payroll (year to 31/03/19).
- j. Agreed to pay YLCA subscription £203.00 (year to 31/03/20).
- k. Agreed to pay Paul Robson £168 for 4 x cutting of recreation field £168.00 – cheque payment.
- l. Income received from Allotment rent - £7.
- m. **SM** reported that the first half year's precept had been received and raised the subject of bank signatories. Agreed that Kenton Bazeley to be removed as a signatory and **JM** to be added. **KB** and **SM** to action.

#### **9. Reports from Representatives**

- a. Allocation of Responsibilities – discussed. Agreed **SM** to circulate draft list to new members and they are to look at the tasks they might like to volunteer for. Revised list to be agreed at next meeting.
- b. Meeting dates for 2019/20 were agreed at the AGM and **SM** to re-circulate them. The January 2020 meeting had been changed from Monday 6<sup>th</sup> to Wednesday 8<sup>th</sup> to accommodate pantomime rehearsals.

#### **10. AOB for information or next month's agenda**

**DP** and **SM** to attend a free half day course on 4<sup>th</sup> July run by HDC for Chairs and Clerks.

#### **11. Public Comment** – None.

#### **12. Date and time of next meeting**

Meeting closed at 9 p.m. - Next meeting at 7.30 p.m. on Monday 1st July 2019.

Sue McDonnell, Clerk, Appleton Wiske Parish Council