

# NORTH STAINLEY WITH SLENINGFORD PARISH COUNCIL

## MINUTES OF A PARISH COUNCIL MEETING

DATE: Tuesday 22<sup>nd</sup> January 2013  
TIME: 19.30 hrs  
LOCATION: North Stainley Village Hall  
PRESENT: Councillors Glenys Bailey (Chair), Margaret Goddard (Vice-Chair), Ian Alston, David Bryant, James Stuart-Mills and Steve Tordoff.  
IN ATTENDANCE: Iona Taylor (Clerk)  
District Councillor Margaret Atkinson  
P.C. Gareth Jones  
James and Robert Staveley (until after item 3).

*Prior to the start of the meeting a minute of silence was held out of respect for P.C. Brama who had recently lost his life in a road traffic accident in the Parish.*

### 1. DECLARATIONS OF INTEREST

Councillors Bailey and Alston declared an interest in item 10 as they are members of North Stainley Sport & Recreation Trust.

Councillor Stuart-Mills declared an interest in item 2.1 as the proposals affect the access to his home.

Councillor Goddard declared an interest in planning application 6.12.181.FULMAJ 10/05167/FULMAJ as she lives at the application site.

### 2. ITEMS FOR DISCUSSION WITH / RELATING TO THE STAVELEY FAMILY

#### 2.1 Parking area near playground.

Robert Staveley's proposals to create a parking area near the playground were noted, however it was resolved that the Council does not want him to proceed to implement this suggestion.

#### 2.2 Transfer of ownership of communal areas of land in North Stainley to Parish Council.

The Land Registry transfer documents were signed by Parish Council and Staveley family representatives. James Staveley's solicitor will now proceed to prepare and submit a formal transfer application to Land Registry.

### 3. PROVISION OF A NEW SCHOOL IN NORTH STAINLEY

Councillor Stuart-Mills, on behalf of the School's Chair of Governors, reported that North Yorkshire County Council had responded positively to the outcome of the desktop feasibility study that had been carried out on proposals for a new primary school on Front Field.

A survey of the field and access to it will now be undertaken. This should help to identify whether the allotments can also be located in that field, although there is no timescale for when the survey may take place.

### 4. APOLOGIES

Apologies were received from County Councillor Paul Richardson.

### 5. MINUTES FROM THE LAST MEETINGS

It was resolved that the minutes of the last meetings held on 20<sup>th</sup> November and 18<sup>th</sup> December 2013 be approved. They were signed by the Chair on behalf of the Council.

### 6. ITEMS CARRIED FORWARD FROM THE LAST MEETINGS

#### 6.1 Vacancy on the Parish Council.

The Clerk reported that she has notified Harrogate Borough Council of the vacancy caused by Carolyn Mahan's resignation. The necessary process to fill the vacancy will now be instigated.

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### 6.2 Consultation meeting with Harrogate Borough Council.

It had not been necessary for this Council to be represented at the consultation meeting on 3<sup>rd</sup> December 2012.

### 6.3 Update on PAYE and payroll issues.

The Clerk reported that Core Accountancy Solutions have now set up, and are running, the Council's new payroll system.

It was resolved that the Council should pay the PAYE due to the end of December 2012, of £375.91, to HM Revenue & Customs.

From November 2012 the Clerk will be paid net (i.e. with PAYE deducted at source and then paid directly to HM Revenue & Customs by the Parish Council). £341.78 of the PAYE due is to be reimbursed by the Clerk as she had been paid gross between April and October 2012.

## 7. HIGHWAYS

### 7.1 Vehicle activated signs (VAS).

Details of the County Council's proposed temporary VAS scheme, released over the past few weeks, were received by the Council, including:

- Two, single direction, signs will be purchased and will be able to rotate around 6 sites in the Harrogate District.
- Participating parishes will need to pay a one-off installation fee of up to £400 per site and then up to £400 p.a. in rental fees.
- It is proposed that a one year pilot scheme be run.
- A list of 18, pre-selected sites has been put forward for consideration by Highways Officers.
- These parishes will be invited to take part.
- If the scheme is over-subscribed the sites will be chosen by random.

The Clerk's reservations about the construction of the scheme were noted.

It was resolved that this Council should express a strong interest in participating in the scheme, using funds previously allocated to the parish through the Rural Safety Scheme.

### 7.2 Progress with previously reported highways faults.

The contents of the Clerk's previously circulated report were noted, including:

<i>Reference</i>	<i>Description</i>	<i>Progress report.</i>
NS 1-12	Overhanging vegetation on Watermill Lane.	Followed up on 15.1.13 as trees not net pruned.
NS 2-12	Potholes at end of Watermill Lane.	Repair order placed – 3.1.13 Complaint re. painting of lines before pothole filling lodged.
NS 4-12	Give way signs & lines at end of Watermill Lane.	Lines now repainted. Location does not meet criteria for provision of signs.
NS 5-12	Speeding near Springhill School.	40mph signs to be installed to make speed limit enforceable.
NS 6-12	Inadequate repairs to A6108 near junction with Shepherdies.	No defects meeting intervention criteria at this location.

### 7.3 New faults to be reported to Highways North Yorkshire.

It was resolved that the following defects be reported to Highways North Yorkshire:

- The pothole near the entrance to Ripon Golf Club has reappeared due to an ineffective repair.
- The storm water drain near Springhill School appears to be blocked as water flows back out from the grate during heavy rainfall.
- The poor condition of the part of the verge informally used as a lay-by near Stonehaven. The possibility of having a kerb, bollards or grass verge installed will be raised.

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### 8. MAINTENANCE ISSUES

#### 8.1 Annual playground inspection report.

The Council received the annual inspection reports prepared by Digley Associates Ltd. The reports' contents and a summary prepared by the Clerk were noted. It was resolved that the following actions be undertaken:

- A local resident (Elizabeth Pollitt) has agreed to undertake weekly visual inspections.
- The Clerk will ascertain which repairs are required to the ramp and instruct Playdale to undertake the necessary works at a maximum cost of £521.67 + VAT.
- The caretaker will be asked to undertake other, minor remedial works.

#### 8.2 2013 grasscutting.

After considering the quotation received it was resolved that Farm & Land Services Ltd be re-appointed as the Council's contractor for the 2013 season.

This will be at a maximum cost to the Council of £1744.

The Clerk will liaise with North Stainley Estates to determine which contractor should cut Cockpit Green, however any cost would be covered by the Estate.

#### 8.3 Dog fouling.

It was noted that numerous complaints of dog fouling around North Stainley have been received, but that Harrogate Borough Council's dog wardens are reluctant to take action unless evidence of the perpetrator is supplied.

It was therefore resolved that the Parish Council should address this issue using the means at its disposal including temporary signage, advertising and letters to selected residents.

### 9. COMPLAINTS PROCEDURE

It was resolved that the previously circulated complaints procedure be adopted.

### 10. NORTH STAINLEY SPORT AND RECREATION TRUST

The Council received a report on the work of the Trust, including the following points:

- The Village Hall was the setting for the Arts Society's latest production Aladdin – another triumph for the Society's members.
- Maintenance has begun on the Village Square. It is hoped that the Trust will be taking over ownership in the very imminent future once the Staveley family's solicitors have submitted the necessary paperwork to the Land Registry.
- The Trust is currently advertising vacancies for tenants in two flats, using Linley & Simpson and local advertising.
- The Trust has been advised that it has to apply for consent from the Highways Authority for the new pedestrian gate that was recently installed in the boundary near the traffic lights. An application is being prepared.
- Work has begun on the new website, although finding good quality photos of the communal areas in the village has proved to be a problem. The Parish Council is invited to decide what representation it would like on the new site, which it is hoped will be up and running in the next few weeks.
- The Trust will now hold a full meeting every three months, with interim management meetings in the other months.
- The quest for new Trustees continues.

### 11. PARISH CARETAKER

#### 11.1 Recycling area.

A report on the creation of the new area behind the Staveley Arms, including associated finances, was received from the Clerk.

It was noted that the bins will soon accept plastic bottles and cardboard.

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### 11.2 Review of 2013/14 caretaker contract.

The Council considered a report prepared by the Clerk detailing the reasons for, and suggested method of reviewing the caretaker contract in advance of awarding the 2013/14 contract.

It was resolved that the position be advertised in the parish and local press so that interviews can be carried out in early March and an appointment made at the next full Council meeting.

### 11.3 Tasks to be undertaken by the caretaker.

It was resolved that the following tasks be undertaken:

- Renovation of Roseberry Green noticeboard.
- Works identified in the play area annual inspection report.

## 12. PLANNING AND DEVELOPMENT

### 12.1 Consultations on applications.

It was resolved that the Parish Council has no objections to the following applications:

- 6.12.118.C.FUL 12/04813/FUL – erection of two and single storey extensions and detached garage to replace conservatory at Woodside, 9 Beatswell Lawn, North Stainley.
- 6.12.106.F.FUL 12/04808/FUL – Conversion of first floor store to form dwelling with new entrance lobby and access stairs at Old Sleningford Farm, North Stainley.

### 12.2 Decisions and updates on applications, appeals and enforcement investigations.

The following information, received from Harrogate Borough Council and North Yorkshire County Council, was noted:

<i>Reference</i>	<i>Proposal</i>	<i>Update / Decision</i>
6.12.80.AX.CLEUD 11/03859/CLEUD	Certificate of lawfulness for the existing use of an amusement park at Lightwater Valley.	Certificate permitted.
6.12.32.C.FUL 12/03480/FUL	Erection of 2 storey side and single storey rear extension at 1 Cockpit Green.	Application permitted.
NYCC Application	Concrete plant and associated storage at Potgate Quarry.	Application permitted.
6.12.80.BA.FULMAJ 12/03764/FULMAJ	Change of use of land for siting of 106 holiday units with reception unit, erection of building for housekeeping and supporting services and formation of outdoor courts at Lightwater Valley.	Application permitted.
6.12.37.AP.TPO 12/04448/TPO	Dismantling of 1 Beech Tree within W1 of TPO No 11 1997 at 6, The Old Palace.	Application permitted.

## 13. CORRESPONDENCE

The Clerk reported on items received, including:

### 13.1 Increased frequency in public liability claims.

An advice note from the Council's insurer was considered by the Council.

It was noted that this Council is aware of and meeting its responsibilities through the regular inspection of its assets.

## 14. FINANCIALS

### 14.1 Bank balances as at 22<sup>nd</sup> January 2013.

Santander Business Current a/c - ****7955 (Day to Day Banking)	£5,025.40
Santander Business Reserve a/c - ****8255	£50.00
HSBC Current a/c - ****9511	£100.00
HSBC Savings a/c - ****2358	£250.15

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14.2 Payments made prior to, or at this meeting.

It was resolved that the following payments be approved and recorded:

Walled Garden Scheme	Invoice 1079, Recycling Area	£848.40
Walled Garden Scheme	Invoice 1069, Caretaker - November 2012	£162.00
Iona Taylor	Clerk - November 2012 (GROSS)	£366.49
Iona Taylor	Clerk - December 2012 (NET)	£219.86
HMRC	Income Tax	£375.91
<b>TOTAL</b>		<b>£1,124.26</b>

14.3 Monies received prior to, or at this meeting.

It was resolved that the following receipts be recorded:

North Yorkshire County Council	LEADER Instalment	£190.19
HM Revenue & Customs	VAT Reimbursement (1/9/12 - 30/11/12)	£157.75
NSSRT	Newsletter Contributions (Dec '11, Jan & Feb '12)	£39.65
NSSRT	Newsletter Contribution (April - December 2012)	£90.54
Harrogate Borough Council	Contribution to Recycling Area	£274.00
Iona Taylor	Reimbursement of Income Tax	£341.78
<b>TOTAL</b>		<b>£1,093.91</b>

**15. NEXT MEETINGS**

The next meetings were confirmed as being on 19<sup>th</sup> February (planning) and 19<sup>th</sup> March (ordinary).

**16. ITEMS TO BE CONSIDERED AT THE NEXT MEETING**

- Control of Himalayan Balsam.
- Maintenance of newly adopted communal areas – recent correspondence with Tim Nichols of the White House, asking him to stop undertaking works (such as the inappropriate cutting of the crassula helmsii) was noted. A site visit will be undertaken on 16<sup>th</sup> March 2013.

Meeting closed at 21.42 hrs.

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

**SIGNED:** .....(Chairman)

**DATE:** .....