

NORTH STAINLEY WITH SLENINGFORD PARISH COUNCIL

MINUTES OF A PARISH COUNCIL MEETING

DATE: Tuesday 18th November 2014
TIME: 19.30 hrs
LOCATION: North Stainley Village Hall
PRESENT: Councillors Glenys Bailey, David Bryant, Dawn Levine, Steve Taylor and Steve Tordoff.
IN ATTENDANCE: Iona Taylor (Clerk)
James Staveley (North Stainley Estate)
Brian & Scilla Kealy and Mike & Gina Porter

1. DECLARATIONS OF INTEREST

- Councillor Levine declared an interest in item 10.3 as one of the trees covered by the order is on her property. Councillor Levine took no part in this item.
- Councillor Bryant declared an interest in item 4.5 as he has submitted a site to Harrogate Borough Council. Councillor Bryant took no part in this item.

2. APOLOGIES

Apologies were received and accepted from Councillors Alston (holiday) and Goddard (illness).
Apologies were also received from District and County Councillor Margaret Atkinson.

3. MINUTES OF PREVIOUS MEETINGS

It was resolved that the minutes of the meetings held on 16th September, 7th October and 28th October 2014 be approved and signed.

4. DEVELOPMENT PROPOSALS FOR NORTH STAINLEY

4.1 Proposals for future development in North Stainley.

Revised proposals for the further development of North Stainley have been put forward by North Stainley Estate. These were first shown to Councillors in a private viewing on 7th October 2014.

The proposals include:

- School
- Business Park
- Housing
- Shopping complex (including convenience store, deli/farm shop, post office and café).
- An assisted living accommodation area, comprising of a main block and individual units.

4.2 Consultation exercise carried out by North Stainley Estate.

It was noted that North Stainley Estate has recently carried out a consultation exercise with residents of the parish. The results of this consultation are still being analysed.

Mr Staveley is proposing to hold a public, open question and answer session in the village hall in the next few weeks. Mr Staveley indicated his intention, assuming that there is a consensus of opinion from the consultation, to move to the submission of an outline planning application to Harrogate Borough Council in early 2015.

4.3 Correspondence from Chris Grundy and Mike Porter.

Letters from Mr Grundy and Mr Porter, concerning the recent consultation carried out by North Stainley Estate, have been received by the Parish Council and circulated to Councillors.

4.4 Proposals for future consultation with parish electorate.

It was agreed that the Parish Council is minded to carry out its own consultation in the event of a planning application for further development in North Stainley being submitted to Harrogate Borough Council. This second consultation would be conducted by the Parish Council and would ask the electorate a 'yes/no' question as to whether they support the proposals, with a view to obtaining a mandate from the public for the Council to represent.

It was agreed that the Clerk should proceed to draw up a draft consultation paper for consideration by Councillors at the next morning.

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4.5 Call for potential development sites.

It was noted that, as part of the preparation of a new Local Plan, Harrogate Borough Council has put out a call for sites to local developers and landowners. This is when sites are put forward for the Borough Council to consider including in the Plan for future development.

Mr Staveley confirmed that he has submitted the proposals, as outlined in item 4.1, to Harrogate Borough Council. Councillor Bryant has also submitted a site at the Northern end of the village for consideration.

The proposed timetable for the preparation of the Local Plan, as outlined at the recent Parish consultation meeting, was noted.

5. SERVICES PROVIDED BY PRINCIPAL AUTHORITIES

5.1 North Yorkshire County Council's future contributions to verge cutting.

It was noted that North Yorkshire County Council is proposing to reduce the contribution to verge grasscutting costs from £651.92 in 2014 to £49.34 in 2015. This is because they will only be paying the equivalent value of 5 cuts of junctions meeting safety criteria.

This has been taken in to account in the preparation of the draft budget as proposed under item 6.8.

5.2 Future provision of libraries.

North Yorkshire County Council has launched a consultation on libraries in North Yorkshire. With the Council's budget significantly reduced over the next few years, including the budget for library services, it has been considering the changes that will need to be made to the service, which include turning Ripon library in to a 'hybrid' branch. This means that it would depend on volunteers working alongside one member of (full time equivalent) staff.

It was agreed that the Parish Council should promote this consultation to enable local residents to respond if appropriate.

5.3 Bus contracts from 1st April 2014.

North Yorkshire County Council has recently undertaken a procurement exercise to seek tenders for the renewal of bus service contracts in the Harrogate area. An analysis of tender results has shown there to be several non-compliant bids and, in most areas, an increase to current costs. The County Council is now investigating options to provide some services using reduced resources and is inviting tenders again with different specifications in some cases in order to achieve best value for the authority.

There are still no changes proposed to the services in this parish, although the contracts are being re-tendered.

5.4 Provision of additional dog waste bins.

Harrogate Borough Council has written to all Parish Councils in the district to canvass support for the provision of additional dog waste bins. The Borough Council has limited resources to maintain the current litter and dog bin waste collection service, but continues to receive requests from Parish Councils for more bins. It is therefore considering offering Parish Councils the option of additional dog bins on a chargeable basis (expected to be in the region of £420-£500 per annum).

It was agreed that this Parish Council would not be interested in participating in such a scheme.

6. FINANCIALS

2013/14 Financial Year

6.1 External auditor's opinion on 2013/14 accounts.

It was noted that the following comments have been made by the External Auditor on the Annual Return:

“Section 1, Box 2, the annual precept, does not agree to the figure notified to us by the precepting authority. The figures in Boxes 2 and 3 should read £8,632 and £2,917 respectively. All grants, including Council Tax Support Grant, should be shown in Box 3, as per the guidance notes on the Annual Return.”

The Parish Council was not advised that it had received any Council Tax Support Grant by Harrogate Borough Council. The remittance advices received had merely stated that the 'precept' was being paid by the authority.

As these are advisory comments, and due to changes in Harrogate Borough Council's accounting system which will ensure the problem does not recur, it was agreed that no further action be taken.

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2014/15 Financial Year

6.2 Bank reconciliation to 30th September 2014.

In response to the recommendation made by the 2013/14 Internal Auditor, the Parish Council considered the monthly bank reconciliation to 30th September 2014.

The reconciliation was accepted by the Parish Council and signed by the Chair.

6.3 Mid-year monitoring against budget report.

This document, showing how the Parish Council is performing against the agreed budget, indicates that even though some items of expenditure have been over-budget, the Parish Council is still £248.63 under budget because of low costs (so far) on the playground.

6.4 Mid-year balance analysis report.

This report showed that, at 30th September 2014, the Parish Council has unallocated funds of £4,938.47 and is in a healthy financial position.

6.5 Financial report.

It was resolved that the following financial report be approved and recorded:

<i>Bank Balances as at 13/11/14:</i>		
Santander Business Current a/c - ****7955 (Day to Day Banking)		£10,247.69
Santander Business Reserve a/c - ****8255		£50.01
HSBC Current a/c - ****9511		£100.00
HSBC Savings a/c - ****2358		£250.44
TOTAL		£10,648.14
<i>Payments to be approved and recorded:</i>		
<i>Payee</i>	<i>Details</i>	
Farm & Land Services Ltd	Caretaker, April & June 2014 - Invoice 4097	£152.40
Farm & Land Services Ltd	Caretaker, July 2014 - Invoice 4124	£190.80
Farm & Land Services Ltd	Works in Millennium Walk - Invoice 4125	£22.50
Farm & Land Services Ltd	Grasscutting, Invoice 4164	£278.40
Farm & Land Services Ltd	Caretaker, August 2014 - Invoice 4153	£175.20
Farm & Land Services Ltd	Grasscutting, Invoice 4189	£139.20
Iona Taylor	Clerk, Wages - September 2014	£217.30
Iona Taylor	Clerk, Expenses - September 2014	£48.99
Iona Taylor	Clerk, Wages - October 2014	£251.75
Iona Taylor	Clerk, Expenses - October	£28.66
North Stainley Sport & Recreation Trust	Hall Hire (April - November 2014)	£70.20
PKF Littlejohn	External Auditor	£120.00
TOTAL		£1,543.00

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<i>Receipts to be recorded:</i>		
<i>Received From</i>	<i>Details</i>	
Harrogate Borough Council	Precept, 1st Part (April 2014)	£4,440.00
Harrogate Borough Council	Council Tax Support Grant (April 2014)	£160.00
Harrogate Borough Council	Precept, 2nd Part (September 2014)	£4,440.00
Harrogate Borough Council	Council Tax Support Grant (September 2014)	£160.00
North Stainley Sport & Recreation Trust	Contribution to Sept Newsletter (Invoice 3 14-15)	£22.63
HM Revenue & Customs	VAT Reimbursement (1/1/14 - 30/6/14)	£592.47
HM Revenue & Customs	VAT Reimbursement (1/714 - 31/10/14) - Applied For	£330.45
TOTAL		£10,145.55

6.6 Death of Angela Barrand.

It was noted that Angela Barrand, the Council's 2013/14 Internal Auditor, has recently and unexpectedly died. The Clerk forwarded condolences to her widower on behalf of the Parish Council. The Council will need to appoint a new auditor in time for the 2014/15 audit at the end of the current financial year (31st March 2015).

6.7 Donation to Ripon CAB.

It was resolved that a donation of £110 be made to this organisation.

2015/16 Financial Year

6.8 Budget.

The draft budget, prepared by the Clerk, was considered. It was agreed that provision for £100 of hall hire be made. The budget was approved with that one amendment.

6.9 Precept.

It was resolved that a precept of £8,950 be applied for.

7. MAINTENANCE

7.1 Lavender Lane.

A request for help from Val Grundy (who has, in recent years, overseen maintenance of this area) was considered. It was noted that the Parish Council already includes and pays for grasscutting in this area within its contract. It was agreed that additional help from the Parish Council should be limited to including a call for volunteers in the next newsletter.

7.2 Appointment of caretaker.

It was noted that DTMS Ltd have agreed to take over the caretaker role until 31st March 2015.

7.3 2015 grasscutting contract.

The Clerk reported on progress with tendering for the 2015 grasscutting contract.

7.4 Invasive weeds in pond.

It was noted that the majority of the invasive (and other) weeds have been cleared by hand. North Stainley Estate are now proposing to trial another chemical weedkiller to finish the eradication process.

8. NORTH STAINLEY SPORT & RECREATION TRUST

Councillor Bailey provided an update on the work of the Trust, including information about the installation of a new, catering kitchen in the Village Hall which will enable the school to provide daily home cooked meals for pupils as required by the Government. The kitchen is still available for the use of all hall users.

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9. HIGHWAYS

9.1 Surface dressing programme.

Highways North Yorkshire have sent through details of roads due for future closures for carriageway maintenance. This includes the following areas in this parish: U2735 Musterfield Lane from C371 to Newfield then Newfield to Friars Hurst. Also Triplings Lane full length past New Zealand Farm to C371.

9.2 Playground warning sign, Watermill Lane.

It was noted that a warning sign depicting children can only be used in conjunction with an advisory word such as 'school' or 'playground'. This means that it must be located near to the playground on Watermill Lane. The Parish Council agreed to proceed with the commissioning of a sign, from Highways North Yorkshire, at a cost of up to £160 + VAT.

Councillor Bailey agreed to raise the suggestion of providing an additional sign in or near the Village Square with North Stainley Sport & Recreation Trust.

10. PLANNING AND DEVELOPMENT

10.1 Consultations on applications.

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

- 14/03968/FUL – Erection of a pitched roof at Cottage Farm, Kirkby Road, Ripon.
- 14/04515/TPO - Removal of limb and reduction of 1 Prunus within woodland W1 of Tree Preservation Order 11/1997 at Vergers House, 1 The Old Palace.

10.2 Updates and decisions on applications, appeals and enforcement investigations.

<i>Reference</i>	<i>Proposal</i>	<i>Outcome</i>
6.12.130.I.FUL 14/03376/FUL	Installation of a ground source heat pump at Field adjacent to Abbey Barn, Little Lane, Sutton Grange.	Passed
6.12.86.J.FUL 14/03081/FUL	Erection of agricultural building Red House Farm, Sutton Grange.	Passed

10.3 Tree Preservation Orders at 15, 19 and 23 Watermill Lane.

It was noted that Harrogate Borough Council has acknowledged receipt of the Council's letter of objection.

11. CORRESPONDENCE

The Clerk reported on items received, including:

11.1 Yorkshire Dales LEADER.

The Yorkshire Dales Local Action Group (LAG) is looking for new members to help run the £3m LEADER rural funding programme. Councillors were encouraged to respond directly if they are interested in joining the group.

The Clerk advised that she is monitoring developments with the programmed carefully as the Parish Council has previously benefitted from this funding source.

11.2 Harrogate Borough Council – Waste and Budget Consultation.

Councillors agreed responses to the waste section of this consultation.

11.3 Locating private sewage pumping stations for transfer to Yorkshire Water.

Government legislation means that from 1st October 2016 all eligible private sewage pumping stations in Yorkshire will automatically transfer to Yorkshire Water's ownership and responsibility. They predict that there are more than 700 of these stations in their region, but they are not sure of exact locations, so are starting a campaign to urge customers to register their stations.

It was agreed that the Parish Council should publicise this campaign in its newsletter.

11.4 Harrogate Borough Council's Waste & Recycling Collection Service.

The schedule of collections from December 2014 to August 2015 was noted and will be publicised.

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12. FUTURE MEETINGS

12.1 Next meetings.

The next meetings were confirmed as being on 16th December 2014 (planning) and 20th January 2015 (ordinary). Meetings start at 19.30hrs and are held in North Stainley Village Hall's meeting room.

12.2 2015 meetings.

The schedule of 2015 meetings, including provision for a meeting on the third Tuesday of each month, was agreed and will now be publicised.

13. ITEMS TO BE CONSIDERED AT THE NEXT MEETING

- A6108 - Memorials under tree near West Tanfield.
- Parking near garages at North Less.

14. QUESTIONS OR COMMENTS FROM MEMBERS OF THE PUBLIC – none.

Meeting closed at 21.32 hrs.

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

SIGNED: (Chairman)

DATE: