

NORTH STAINLEY WITH SLENINGFORD PARISH COUNCIL

MINUTES OF A PARISH COUNCIL MEETING

DATE: Tuesday 1st July 2014
TIME: 19.30 hrs
LOCATION: North Stainley Village Hall
PRESENT: Councillors Glenys Bailey (Chair), Margaret Goddard (Vice-Chair), Ian Alston, David Bryant, Steve Taylor and Steve Tordoff
IN ATTENDANCE: Iona Taylor (Clerk)
Dawn Levine and Michelle Lythe

1. DECLARATIONS OF INTEREST

- 1.1 Councillor Bailey
Councillor Bailey declared an interest in agenda items 5.1 and 5.2 (Tour de France) and 9.1 and 9.2 (North Stainley Sport and Recreation Trust).
- 1.2 Councillor Alston
Councillor Alston declared an interest in agenda item 9 (North Stainley Sport & Recreation Trust) as he is a Trustee.
- 1.3 Councillor Taylor
Councillor Taylor declared an interest in agenda item 10.3 as he is a resident on Roseberry Green.

2. APOLOGIES

Apologies were received from District and County Councillor Margaret Atkinson.

3. MINUTES FROM PREVIOUS MEETINGS

It was resolved that the minutes of the following meetings be approved:

- 2014 Annual Parish Council Meeting
- 20th May 2014
- 17th June 2014

4. ITEMS CARRIED FORWARD FROM THE LAST MEETINGS

- 4.1 Vacancy on Parish Council.
It was noted that James Stuart-Mills has resigned from the Parish Council. It was resolved that the Council's thanks for all his work during his time as a Councillor be recorded and conveyed to him.
Harrogate Borough Council has been informed and has instigated the necessary process to fill the vacancy, including a public notice period which will expire on 2nd July. Notice of the vacancy has been included in the Parish Council's recent newsletter. An expression of interest in becoming a Councillor has been received from Dawn Levine, who attended this meeting.
If, as expected, an election is not requested then the Parish Council should be free to co-opt Ms Levine at its next meeting, assuming that no further expressions of interest are received.
- 4.2 Development proposals in North Stainley.
There was no further information to be reported, other than that James Staveley is still hoping to be in a position to distribute the public consultation document in the imminent future.
It was noted that Harrogate Borough Council is meeting to decide how to proceed with its Housing Allocations DPD which has been thrown out by the planning inspector reviewing it, mainly due to it providing an inadequate supply of housing. This could have implications for the situation in North Stainley and so developments in this matter will be closely monitored by the Parish Council.

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5. TOUR DE FRANCE

5.1 Arrangements for Grand Depart event.

Final arrangements for the Grand Depart weekend on 4th – 6th July were noted, including provision for emergency situations.

It was noted that the organising committee has agreed to work with The Staveley Arms to unite car parking arrangements in the village. The car park behind Cockpit Green will be filled first, then Front Field and finally Barton Way. The car parks will be manned from noon to midnight on Friday and from 6am on Saturday. The organising group will ensure that the Parish Council is recompensed for the cost of hiring skips from any profits made on the car parking.

The organising group is proposing to finalise arrangements for the distribution in North Stainley of any profits from the event after 5th July.

5.2 Litter pick on 7th July 2014.

The Clerk advised that she and Councillor Bailey had met with Alasdair Downie of Farm & Land Services to finalise arrangements for a litter pick throughout North Stainley on 7th July 2014. This is as per the Council's decision at its meeting on 21st January 2014.

6. COMMUNITY FIRST RESPONDERS

It was noted that a lack of volunteers has placed this group at threat of closure. It was agreed that, in an effort to recruit new volunteers, it will be promoted in the Council's next newsletter. It was noted that the community defibrillator has now been received and is in the village hall pending the purchase of a cabinet in which to house it on the outside of the building.

7. HARROGATE BOROUGH COUNCIL'S CONSULTATION ON FUTURE ACCOMMODATION STRATEGY

It was agreed that the Parish Council does not wish to respond to this consultation.

8. HIGHWAYS

- The fallen sign at the junction of New Road and Holmetree Lane has now been replaced.
- Signs, used during recent road works, have been left in the bus shelter. This will be reported to Highways North Yorkshire.

9. NORTH STAINLEY SPORT & RECREATION TRUST

9.1 Update on work of the Trust.

Councillor Alston, Chairman of the Trust, reported on the following points:

- Bookings for the hall are good, especially for birthday parties.
- All flats are currently occupied.
- No further progress has been made regarding apportionment of future costs for maintaining the Village Square.
- The kitchen will be re-vamped during the summer holidays to allow the school to prepare meals on site each day.
- The Trust is aware of the broken manhole cover on the Recreation Ground and a temporary cover has been placed on it.

9.2 Nomination of Trustee.

It was resolved that Mal Lee be nominated by the Parish Council to serve on the Trust. He will fill the vacancy created by Councillor Taylor's resignation and complete the remaining 2 ½ years of the current term.

10. MAINTENANCE

10.1 Tasks for inclusion on caretaker's list.

- Pruning of vegetation to ensure 30mph signs are clearly visible to motorists.

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- 10.2 Installation of life buoys.
It was noted that two buoys have been installed near the two watermill ponds. They were purchased from Aspli Safety Ltd at a cost of £390.31+VAT. They were installed by the parish caretaker.
- 10.3 Letter from Roseberry Green Management Committee.
It was noted that a letter has been received from David Baxter on behalf of the Roseberry Green (North Stainley) Management Committee Ltd. The letter cites concerns that the Parish Council has been favouring other areas of the village over Roseberry Green.
It was noted that the Parish Council does not own, and is not therefore responsible for the pond, or any other areas, at the front of Roseberry Green. It was however agreed that the Parish Council will maintain the bench, located in the highway alongside the A6108, when further works to other benches in the village are carried out.
A letter with the Parish Council's full response was approved.
- 10.4 Letter from Mr and Mrs Nichols dated May 2014 and Parish Council's response of 12th June 2014.
The above letters, regarding maintenance of the ponds and communal open space areas in North Stainley, were noted.
It was resolved that the Parish Council is not minded to enter in to any further correspondence with Mr and Mrs Nichols on this matter during the remainder of the calendar year.

11. PLANNING AND DEVELOPMENT

- 11.1 Consultations on applications – none.
- 11.2 Updates and decisions on applications received from planning authorities.
It was noted that listed building consent application for the installation of a replacement window at Middle Parks Farm has been granted.

12. CORRESPONDENCE

- The Clerk reported on items received, including:
- 12.1 Charges for the disposal of hardcore, rubble and plasterboard at household waste recycling centres (HWRC's).
It was noted that, with effect from 4th August 2014, HWRC's will charge for the disposal of hardcore, rubble and plasterboard. This has been publicised on the Parish Council's website.
- 12.2 Yorkshire Local Councils Associations (YLCA) Training Programme 2014/15.
The training programme was noted and Councillors were encouraged to consider attending a session.
- 12.3 YLCA Branch Meeting – 9th June 2014.
Councillor Bailey reported that she had attended this meeting which had covered topics such as the identification of sites for fracking and Killinghall's desire for a by-pass.
- 12.4 Keep Keys Safe campaign.
Harrogate and District Community Safety Partnership's campaign to raise awareness about protecting keys was noted.

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13. FINANCIALS

13.1 Financial report.

A report, including the following information, was considered and approved:

<i>Bank Balances as at 26/6/14:</i>		
Santander Business Current a/c - ****7955 (Day to Day Banking)		£7,840.72
Santander Business Reserve a/c - ****8255		£50.00
HSBC Current a/c - ****9511		£100.00
HSBC Savings a/c - ****2358		£250.36
TOTAL		£8,241.08
<i>Payments to be approved and recorded:</i>		
<i>Payee</i>	<i>Details</i>	
Iona Taylor	Clerk, May 2014	£304.75
Iona Taylor	Expenses, May 2014	£44.52
Farm & Land Services Ltd	Invoice 4082 (Caretaker, April & May 2014)	£144.00
Farm & Land Services Ltd	Invoice 4081 (Caretaker February & March 2014)	£157.50
Farm & Land Services Ltd	Invoice 4079 (Grasscutting)	£417.60
Glasdon UK Ltd	Memorial Bench	£975.79
Aspli Safety Ltd	Life Buoys	£468.37
HMRC	PAYE, June 2014	£17.60
Iona Taylor	Clerk, June 2014	£329.55
Iona Taylor	Expenses, June 2014	£114.99
TOTAL		£2,974.67
<i>Receipts to be recorded:</i>		
<i>Received From</i>	<i>Details</i>	
HMRC	VAT Reclaim (November 2013)	£237.04
Mr & Mrs Howarth	Donation for Memorial Bench	£813.16
North Stainley Sport & Recreation Trust	Contribution to cost of June newsletter.	£22.63
TOTAL		£1,072.83

13.2 Cheque returned by Santander.

It was noted that Santander had incorrectly refused to pay cheque 102273 for £417.60 made out to Farm & Land Services Ltd. The Clerk has obtained verbal confirmation that a goodwill payment, as an apology, of £70 will be made to the Parish Council although this has not yet been received.

13.3 Internal Auditor's opinion on the 2013/14 accounts.

Mrs Angela Barrand's full opinion on the 2013/14 accounts had been circulated to Councillors prior to this meeting. The following points were noted:

- The Clerk does not propose to reclaim 60p of postage which was underpaid in April 2013.
- It was agreed that from now on Councillors will consider and approve two bank reconciliations per year; one to the end of September and one at the end of the financial year in March.
- The Clerk has begun to separate her expenses from her salary and is now paid by two cheques each month. Staffing costs in future budgets and on the annual return will now only include salary and tax.
- It was resolved that, following advice from YLCA the Clerk should continue to account for financial transactions using the date shown on the invoice or receipt, rather than the date which it passes through the Council's bank account.

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14. NEXT MEETINGS

It was noted that the next full meeting will be held on 16th September 2014 at 19.30 hrs in North Stainley Village Hall's meeting room.

A planning meeting will be convened, if necessary, on 19th August 2014.

15. ITEMS TO BE CONSIDERED AT THE NEXT MEETING

- Revised asset register to include new bench in playground.
- Items for consideration at Harrogate Borough Council Consultation Meeting to be held on 11th November 2014 at 18.00 hrs in Ripon Town Hall.

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

Meeting closed at 21.05 hrs.

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

SIGNED:(Chairman)

DATE: