

# NORTH STAINLEY WITH SLENINGFORD PARISH COUNCIL

## MINUTES OF A PARISH COUNCIL MEETING

DATE: Tuesday 21<sup>st</sup> July 2015  
TIME: 19.30 hrs  
LOCATION: North Stainley Village Hall  
PRESENT: Councillors Margaret Goddard (Vice-Chair), Ian Alston, David Bryant, Dawn Levine and Steve Tordoff.  
IN ATTENDANCE: Iona Taylor (Clerk)  
District and County Councillor Margaret Atkinson

### 1. DECLARATIONS OF INTEREST

Councillors Alston, Levine and Goddard declared an interest in item 5.2 (maintenance obligations of Watermill Lane residents) as they own properties in that area.  
Councillor Alston also declared interests in items 6.3, 6.4, 6.5 and 11 as he is a Trustee on North Stainley Sport & Recreation Trust.

### 2. REQUESTS FOR DISPENSATIONS – none.

### 3. APOLOGIES

Apologies were received and accepted from Councillors Bailey and Taylor as they were both away.

### 4. MINUTES FROM THE LAST MEETINGS

It was resolved that the minutes of the last meetings held on 19<sup>th</sup> May 2015 be approved and signed (Annual Parish Council meeting and a Parish Council meeting).

### 5. ITEMS CARRIED FORWARDS FROM THE LAST MEETINGS

#### 5.1 Outcome of consultation in to the future provision of library services in North Yorkshire.

It was noted that the results of North Yorkshire County Council's recent survey had shown that the public do not want their libraries, including Ripon, to be predominantly run by volunteers.

The County Council is therefore reviewing its strategy for the future provision of libraries in the county.

#### 5.2 Letter to residents of Watermill Lane re. maintenance obligations – no progress to be reported.

#### 5.3 Dog fouling.

The Clerk reported that the following actions have been undertaken since the last meeting:

- An article was included in the Council's most recent newsletter.
- Harrogate Borough Council's Dog Wardens have targeted the areas with increased signage and patrols.
- Leaflets were distributed to every household in the village.

### 6. LOCAL PLAN

#### *Issues & Options Consultation*

#### 6.1 Report from Parish Council's briefing meeting on 9<sup>th</sup> July 2015.

As per item 6.2 below, the Borough Council is undertaking a public consultation on the new Local Plan which will set out how the district should grow and develop to 2035. The Borough Council wants to ensure that the Parish Council are better informed and engaged with local plan consultation and organised a meeting to brief Parish Councils about this consultation on 9th July 2015. This Parish Council was represented by Councillor Tordoff and the Clerk. The meeting had provided a summary of the upcoming consultation and it was acknowledged to have been useful to have attended.

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A number of Parish Council representatives in attendance had expressed strong concerns about the timing of this, and future consultations, which are scheduled over the summer months.

### 6.2 Issues & Options consultation.

The issues and options public consultation on the Harrogate District Local Plan 2035 started on Monday 19th July 2015 for a period of six weeks.

Details of the consultation have been forwarded to Councillors and will be displayed on the Council's website. It can be viewed online at:

<http://consult.harrogate.gov.uk/portal/pp/lp/io2015/hdlp2015>

The consultation's main theme is where housing (approximately 6,364 units) will be allocated in the years to 2035. Five options are proposed, although at this stage it is not site specific, but looks at broad areas in the district which could accommodate housing growth.

The consultation also looks at other aspects of local planning with the potential to affect this parish including development limits and the potential of rural villages to accommodate housing growth.

It was agreed that a response to this consultation will be agreed at the Council's August meeting which will go ahead.

### *Local Green Spaces*

### 6.3 Submitted applications.

The Clerk reported that she had submitted applications for the following areas in North Stainley:

1 - The Community Garden (LGS50)

2 - The Recreation Ground (LGS51)

3 - The play area ((LGS49)

4 - The green areas throughout North Stainley e.g. Cockpit Green, Lavender Lane, the ponds, Roseberry Green. (LGS52).

The applications are being processed by Harrogate Borough Council who have given them the reference numbers shown above.

It was also reported that an application had been unable to be constructed for the orchard at The Walled Garden on Palace Road.

### 6.4 Consultation on proposed sites.

Harrogate Borough Council is now consulting on the proposed sites, both as part of the current issues and options consultation and directly with landowners.

It was resolved, that given it had proposed the sites, the Parish Council should write in support of them being designated as Local Green Spaces.

It was noted that more supporting evidence is required showing how the green spaces through North Stainley are demonstrably special to the local community. Councillors are urged to write in support of the application. The Clerk has also written to the 50 Club and other local residents asking their members to support the application.

### *General*

### 6.5 Changes to the Borough Council's Supplementary Planning Documents (SPDs) on the provision of open space and village halls in connection with new housing development.

A ministerial statement issued by the Government in November 2014 and changes to National Planning Policy Guidance mean that developer contributions for affordable housing and tariff style planning obligations (commuted sums) cannot be sought by planning authorities in certain circumstances.

This means that, with immediate effect, the Borough Council will no longer be able to require applicants to pay commuted sums from residential developments of 5 dwellings or less in designated rural areas (including North Stainley with Sleningford Parish) or 10 dwellings or

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less which have a maximum combined gross floorspace of no more than 1000sqm in all other areas. As a consequence there will not be as much funding available through commuted sums for the provision of open spaces and village halls.

### 7. DEVELOPMENT IN NORTH STAINLEY

The Clerk reported that she had recently met with James Staveley. The productive discussion had concentrated on four main areas:

#### *Development in North Stainley*

Mr Staveley advised that he is in the process of appointing 'Rural Solutions' planning consultants to prepare an outline planning application for further development in North Stainley.

He is proposing to write to residents within the next month advising of this appointment and the proposed timetable to the application's submission, which will include further public consultation events. It is expected that the planning application will be submitted within the next six months.

The Parish Council agreed that it would continue to monitor this developing situation to ascertain the appropriate point for it to carry out its own referendum style consultation.

#### *The Staveley Arms*

A lease on the pub is currently being advertised. Mr Staveley is looking for someone to take it on who is capable of maximising the potential of the large establishment, whilst continuing to provide a local offering for village residents.

#### *Invasive weeds in ponds.*

Mr Staveley has come to the realisation that his agreement with the Parish Council, that he will be responsible for controlling and eradicating the crassula helmsii invasive weed in the ponds until such time as it is eradicated to the satisfaction of the Environment Agency, is unviable. It is unlikely that the weeds will ever be completely eradicated.

Discussions will therefore take place with DTMS Ltd with a view to them taking on the control of the weeds, paid for by North Stainley Estate.

#### *Allotments*

Mr Staveley has agreed that the allotment project can proceed and has offered an alternative site located off the Ripon Rowel walk, to the south of the village. The site is screened from the village by a wooded area, but offers convenient vehicle access from the village.

The offer needs to be discussed and finalised with the tenant farmer but is a major step forward with this project.

It was agreed that, in September, the Parish Council should resurrect the allotment working group and should contact those people on the waiting list to try and secure their help with proceeding with the project.

### 8. HIGHWAYS

#### 8.1 Stickers for wheelie bins.

It was resolved that the Council should purchase 100 stickers to be applied to the sides of wheelie bins at a cost of £70 from smartwheelie.co.uk The chosen stickers have a reminder of the 30mph speed limit and a request to drive carefully. The stickers will be offered to all properties who place their bins out on the side of the A6108 and Watermill Lane roads.

#### 8.2 Vehicle Activated Sign (VAS) scheme.

It was resolved that the four year, VAS hire agreement with North Yorkshire County Council be approved and signed on behalf of the Parish Council.

The cost of participating in this scheme is to be met from the funds accrued by the Parish Council via the former Rural Safety Scheme.

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Two signs are currently located in the village. The timetable for their rotation is included in the agreement.

### 8.3 North Yorkshire County Council's Local Transport Plan.

The County Council, as Local Transport Authority for North Yorkshire, has a statutory duty to have and maintain a Local Transport Plan. The current Local Transport Plan (LTP3) runs until 31 March 2016. It is therefore necessary for the County Council to renew the Plan which will set out the council's plans and strategies for maintaining and improving all aspects of the local transport system for the next 30 years.

Based partly on the responses from a first phase of consultation, on the County Council's on-going engagement and discussions with stakeholders and building on the experience gained from LTP3 it has formulated a draft hierarchy of consideration and some draft Objectives for LTP4.

The Parish Council considered and agreed a response to the consultation on the draft hierarchy and objectives.

## 9. **INSURANCE**

It was noted that the Parish Council had been unable to switch to Came & Company as it is in the middle of a three year agreement with Zurich. The Clerk apologised for this oversight. Zurich has, as a concessionary measure, agreed to reduce the cost of the Council's agreement to £461.27. This is for the second year of the policy.

It was resolved that this amount be paid.

## 10. **RECYCLING AREA**

It was noted that Harrogate Borough Council are unable to accept heavy duty, brown, corrugated cardboard in either the kerbside or recycling area collections.

Unfortunately this cardboard has been being deposited at the site behind The Staveley Arms. Harrogate Borough Council has advised that unless this practice ceases they will have to remove the bank. Revised signage has been erected on the bank and an advisory article was included in the Parish Council's last newsletter.

## 11. **NORTH STAINLEY SPORT & RECREATION TRUST**

Councillor Alston reported that the Trust continues with the ongoing work of running North Stainley Village Hall and Recreation Ground.

## 12. **PLANNING APPLICATIONS**

### 12.1 Consultations on applications – none.

### 12.2 Updates and decisions on applications, appeals and enforcement investigations.

<i>Reference</i>	<i>Proposal</i>	<i>Update / Decision</i>
NY/2012/0319/ENV	Northern extension to existing limestone quarry to East of Musterfield Farm at Potgate Quarry.	Passed
6.12.80.BD.FUL 15/01160/FUL	Installation of a bio-mass boiler and flue extraction system to existing boiler house at Lightwater Valley.	Passed
6.12.5.T.PDUCCO 15/01455/PDUCCO	Erection of single storey extension at Boundary Cottage, Watermill Lane.	Passed
Enforcement: 15/00376/BRPC	Alleged addition of lights to an existing sign in breach of 07/03320/ADV at The Old Coach House, North Stainley.	Notification of investigation received.

## 13. **CORRESPONDENCE**

The Clerk reported on items received, including:

### 13.1 Break ins to sheds.

After a couple of break ins to local sheds, Ripon Police are reminding residents of the necessity of securing outbuildings with adequate locks. They also advise registering power

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tools on [www.immobilise.com](http://www.immobilise.com) to make items easier to recover and less attractive to steal. Suspicious activity should be reported by ringing 101. If a crime is in progress the 999 number should be rung.

- 13.2 North Yorkshire County Council's awards for community projects/groups and individuals.  
It was noted that North Yorkshire County Council have implemented these new awards which seek to recognise projects, groups or individuals which make a positive difference to their communities. Nominations should be sent to the Clerk in the next few days.

- 13.3 North Yorkshire Fire & Rescue Service.  
Notification has been received about a consultation taking place over the summer about proposals for changes to the way the Fire and Rescue Service organises some of its resources for response to fires and other emergencies. Details will be forwarded to Councillors who can ask for this item to be considered in more detail at the Council's September meeting if thought necessary.

## 14. FINANCIALS

### 14.1 Financial report.

The following report was approved and recorded:

<i>Bank Balances as at 1/7/15:</i>		
Santander Business Current a/c - ****7955 (Day to Day Banking)		£1,650.55
Santander Business Reserve a/c - ****8255		£10,787.26
HSBC Current a/c - ****9511		£0.00
HSBC Savings a/c - ****2358		£250.56
<b>TOTAL</b>		<b>£12,688.37</b>
<i>Payments to be approved and recorded:</i>		
<i>Payee</i>	<i>Details</i>	
MHS Countryside Manageent Ltd	Grasscutting, Invoice 1014529	£592.80
MHS Countryside Manageent Ltd	Grasscutting, Invoice 1014687	£592.80
Iona Taylor	Clerk's Expenses, May 2015	£35.08
Iona Taylor	Clerk's Expenses, June 2015	£99.65
Iona Taylor	Clerk's Wages, May 2015	£243.90
Iona Taylor	Clerk's Wages, June 2015	£300.81
DTMS Ltd	Caretaker, Invoice 6752	£378.00
DTMS Ltd	Caretaker, Invoice 7081	£153.00
North Stainley Village Hall	Hall Hire on 21/715	£6.00
<b>TOTAL</b>		<b>£1,809.24</b>
<i>Receipts to be recorded:</i>		
<i>Received From</i>	<i>Details</i>	
HM Revenue & Customs	VAT 1/5/15 - 31/5/15	£161.80
HM Revenue & Customs	VAT 1/11/14 - 30/4/15	£196.30
Harrogate Borough Council	Grounds Maintenance Grant	£197.47
North Stainley Sport & Recreation Trust	Contribution to Newsletter, 2015/16	£175.00
<b>TOTAL</b>		<b>£730.57</b>

- 14.2 Playground Inspection Course.  
It was resolved that this Council should make a contribution of £13.75 towards the cost of the Clerk attending a RoSPA basic half day 'Routine Playground Inspection Course for Volunteers'.

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### 14.3 Internal auditor's report on 2014/15 accounts.

It was noted that the Internal Auditor has now completed her examination of the 2014/15 accounts and affairs of the Parish Council, with a satisfactory outcome having been achieved.

The full report is displayed on the Council's website; however the following points were brought to the Council's attention:

- Points raised during the 2013/14 audit have been acted upon appropriately.
- It is suggested that the two Councillors who sign cheques, should also sign the stubs and the corresponding invoice.
- It is recommended that the Council's standard documents (Standing Orders etc) should be kept up to date in light of recent changes to legislature. The process of updating the various documents has already begun.
- It was noted in the minutes of 1st July 2014 that following the return of a cheque marked 'Drawer Deceased', causing payment to be refused to a contractor, a goodwill payment of £70 had been offered by Santander. There is no reference in the accounts to this payment having been received.

Unless the offer was rescinded, the auditor recommends that the Clerk should take action to obtain this money for the Council. This has been done and a payment of £75 (increased to reflect the length of time this has taken to resolve) was received in to the Council's bank account on 19<sup>th</sup> May 2015.

### 15. **NEXT MEETINGS**

The next meetings were confirmed as being on 18<sup>th</sup> August (planning) and 15<sup>th</sup> September 2015 (ordinary). Meetings start at 7.30pm and are held in the meeting room at North Stainley Village Hall.

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

- Report from Clerk's appraisal / pension.
- Trees on Watermill Lane.
- Updated Standing Orders.

### 17. **QUESTIONS OR COMMENTS FROM MEMBERS OF THE PUBLIC – none.**

Meeting closed at 20.53 hrs.

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

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

**DATE:** .....