

NORTH STAINLEY WITH SLENINGFORD PARISH COUNCIL

MINUTES OF A PARISH COUNCIL MEETING

DATE: Tuesday 17th November 2015
TIME: 19.30 hrs
LOCATION: North Stainley Village Hall
PRESENT: Councillors Glenys Bailey (Chair), Ian Alston, David Bryant, Dawn Levine and Steve Tordoff.
IN ATTENDANCE: Iona Taylor (Clerk)
Julie Aksoy

1. DECLARATIONS OF INTEREST

Councillor Alston declared an interest in item 9 as he is a member of North Stainley Sport & Recreation Trust.

2. APOLOGIES

Apologies were received and accepted from Councillors Goddard and Taylor due to other engagements.

Apologies were also received from County and District Councillor Margaret Atkinson.

3. REQUESTS FOR DISPENSATIONS – none.

4. MINUTES FROM THE LAST MEETING

It was resolved that the minutes of the last meeting held on 20th October 2015 be approved and signed.

5. ITEMS CARRIED FORWARDS FROM THE LAST MEETINGS – none.

6. RUBBISH AND RECYLCING

6.1 Harrogate Borough Council's Schedule of Waste & Recycling Service Collections between Christmas 2015 and August 2016.

It was noted that this information has been put on households' bins and is also displayed on the Parish Council's website.

6.2 Fly-tipping at recycling centre behind the Staveley Arms.

A discussion was held about the adverse condition of the recycling site.

It was noted that a clear up operation has recently been carried out at the rear of the public house.

North Stainley Estate will be contacted to discuss this matter as it may be that some of the arisings from the clear up have been inadvertently left in the recycling area thinking that it takes general rubbish.

6.3 Green Waste consultation.

The Parish Council considered a consultation by Harrogate Borough Council on arrangements for green / garden waste collection. One of the options being considered is charging residents for this service. This would enable the service to be rolled out to all properties in the District. It was agreed that the Parish Council does not object to the proposal of charging for the service if it enabled all households to access it.

This consultation is being advertised on the Parish Council's website.

6.4 Other issues in relation to rubbish and recycling in North Stainley – none.

7. MAINTENANCE

7.1 Tasks to be undertaken by caretaker.

- Pruning tree branches overhanging pavement near main road.
- Winter pond maintenance (see 7.3).

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Councillors were reminded of the need to review invoices prior to approval to ensure satisfaction with the works being charged for.

7.2 Contracted time for caretaker.

It was resolved, that with effect from the 2016/17 financial year, an allocation will be made in the Council's budget for £250 of additional maintenance works each year. This will be used to fund the caretaker carrying out a day of dedicated maintenance on the Watermill ponds each autumn / winter, to be primarily targeted at the island area. This equates to 8 hours of work for two people at £15.75 per hour.

For the 2015/16 financial year this will be funded from the Council's reserves.

7.3 Winter pond maintenance.

See item 7.2 above.

It was noted that after the recent, heavy rainfall the water level in the main Watermill pond has risen. It was further noted that maintaining a clear outlet from the pond is a regular item on the caretaker's task list.

It was agreed that a site meeting should be arranged to discuss options for more extensive, mechanical clearance of the outlet from the pond with the caretaker to ensure maintenance of an optimum water flow.

7.4 Tree maintenance and inspection policy.

- Alterations to the draft policy were agreed. The colour coded areas of risk will be retained, but trees' ages will be grouped according to whether they are mature, semi-mature or young. The policy will be amended and approved at the next full Parish Council meeting.
- It was resolved that the Council's remaining 15/16 budgetary allowance for extraordinary expenditure (£273.08) be used for the tagging of all trees in high risk areas to aid future identification and thinning works of the trees outside 8, Watermill Lane.
- It was also resolved that the Council will include £500 in the 2016/17 budget to allow for the inspection of all trees in high risk areas by a qualified arborist and any works arising from this inspection.
- Quotations for the above inspections and works will be obtained by the Clerk.
- As an interim measure the caretaker will be instructed to carry out basic, visual inspections of all trees owned by the Parish Council.

8. FINANCIALS

2015/16 Financial Year

8.1 Bank reconciliation to 30th September 2015.

It was resolved that the monthly bank reconciliation to 30th September 2015 be approved and signed.

8.2 Balance analysis report to 30th September 2015.

The Council considered this report which showed that, even after the planned over-spend on grasscutting, the Parish Council has unallocated funds of about £5,851.26 and is in a healthy financial position.

8.3 Mid-year monitoring against budget report.

This report showed that the Council is currently operating slightly under-budget, but that this situation is likely to change because of forthcoming expenditure on the playground.

If the Council finishes the year over-budget it will be because of higher than expected expenditure on grasscutting (the quotation for cutting in 2015 was received after the budget was set).

It was noted that figures in this document will change significantly before the end of the financial year on 31st March 2016.

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8.4 Financial report.

Bank Balances as at 2/11/15:

Santander Business Current a/c - ****7955 (Day to Day Banking)	£1,042.60
Santander Business Reserve a/c - ****8255	£12,417.82
HSBC Current a/c - ****9511	£0.00
HSBC Savings a/c - ****2358	£250.60
TOTAL	£13,711.02

Payments to be approved and recorded:

<i>Payee</i>	<i>Details</i>	
Iona Taylor	Clerk's Wages, September 2015	£162.21
HMRC	PAYE, September 2015	£30.20
Iona Taylor	Clerk's Expenses - September 2015	£59.36
MHS Countryside Management	Grasscutting, Invoice 1015126	£592.80
Iona Taylor	Clerk's Expenses, October 2015	£80.19
Iona Taylor	Clerk's Wages, October 2015	£131.87
HMRC	PAYE, October 2015	£22.60
North Stainley Sport & Recreation Trust	Hall Hire	£16.00
TOTAL		£1,095.23

Receipts to be recorded:

<i>Received From</i>	<i>Details</i>	
HMRC	VAT 1/6/15 - 30/9/15	£548.60
TOTAL		£548.60

2016/17 Financial Year

8.5 Draft budget.

The draft budget for the next financial year was considered.

It includes provision for grasscutting to be carried out in accordance with a quotation provided by MHS Countryside Management under a three-year contract at a cost of £4,800 per year. It was resolved that the draft budget be accepted with the inclusion of an additional £750 to cover the cost of additional maintenance works.

8.6 Precept requirement.

It was resolved that an increased precept of £11,463 be applied for.

9. **NORTH STAINLEY SPORT & RECREATION TRUST**

Councillor Alston reported that bookings are buoyant and the Christmas tree will be delivered in early December.

10. **PLANNING AND DEVELOPMENT**

10.1 Consultations on applications.

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

- 15/04530/FUL | Installation of solar PV panels and associated infrastructure. | Potgate Farm Water Lane North Stainley Ripon North Yorkshire HG4 3JN

10.2 Hanson's Ripon Quarry – submission of Section 73 Planning Application for the continuation of sand & gravel extraction at Ripon Quarry for a further 4 years after 31st December 2015.

Hanson representatives have written to the Parish Council to advise that this application has now been submitted, although the formal letter of consultation has not yet been received from North Yorkshire County Council.

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

<i>Reference</i>	<i>Proposal</i>	<i>Update / Decision</i>
6.12.34.C.FUL 15/04018/FUL	Erection of first floor extension at Danlea, North Stainley.	Refused.
Enforcement: 15/00546/PR15	Alleged erection of porch to front of property at 6, Old Mill Court.	Notification of investigation.

10.4 Harrogate District Local Plan: Draft Development Management Policies.

It was resolved that this consultation be considered in more detail at the Council's December meeting. In the meantime, information about the extent of the Ripon gypsum seam will be requested from Harrogate Borough Council.

10.5 Future development in North Stainley – no progress to be reported.

11. CORRESPONDENCE

The Clerk reported on items received, including:

11.1 Pensions.

A briefing note has been received from the Yorkshire Local Councils Associations and circulated to all Councillors. No further action is required at this time.

11.2 North Yorkshire County Council, Local Transport Plan LTP4, consultation on draft plan.

It was noted that the above consultation had been received and circulated to Councillors.

11.3 Information about Insurance Premium Tax.

An increase in the rate of Insurance Premium Tax from 6% to 9.5% will take effect from the 1st November 2015. This increase will apply to all insurance premiums after this date.

11.4 Tree trimming.

North Stainley Estate had forwarded prior notification of tree trimming works on the Millennium Walk, received from Northern Powergrid, to the Parish Council.

11.5 Crime updates.

Recent crime updates from the Ripon and Pateley Bridge Safer Neighbourhood Team have shown a spate of minor crimes in the parish. Residents are urged to show vigilance and report any suspicious activity.

12. NEXT MEETINGS

The next meetings were confirmed as being on 15th December 2015 (planning) and 19th January 2016. Meetings start at 7.30pm and are held in North Stainley Village Hall's side meeting room.

13. ITEMS TO BE CONSIDERED AT THE NEXT MEETING

- Minerals and Waste Local Plan – Preferred Areas Consultation

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

Meeting closed at 21.16hrs.

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

SIGNED:(Chairman)

DATE: