

# NORTH STAINLEY WITH SLENINGFORD PARISH COUNCIL

## MINUTES OF A PARISH COUNCIL MEETING

DATE: Tuesday 15<sup>th</sup> March 2016  
TIME: 19.30 hrs  
LOCATION: North Stainley Village Hall

PRESENT: Councillors Glenys Bailey (Chair), Margaret Goddard (Vice-Chair), Ian Alston and Dawn Levine.

IN ATTENDANCE: Iona Taylor (Clerk)  
District and County Councillor Margaret Atkinson  
3 members of the public (until after consideration of item 36-16).

<b>30-16</b>	<b>Disclosures of interests and requests for dispensations.</b> Councillor Bailey declared a non-pecuniary interest in agenda items 38-16 and 44-16. Councillor Levine declared a non-pecuniary interest in agenda item 38-16. Councillor Alston declared a non-pecuniary interest in agenda item 44-16 as he is a member of North Stainley Sport & Recreation Trust, nominated by the Parish Council.
<b>31-16</b>	<b>Representations from members of the public (for information only).</b> Representations were received from the members of public in attendance, all concerned at proposals to close the permissive paths between North Stainley and Sleningford Watermill, including the path around Dunkirks Field (reference item 36-16).
<b>32-16</b>	<b>Apologies.</b> Apologies were received and accepted from Councillor Taylor, due to work commitments, Councillor Bryant, who was on holiday and Councillor Tordoff who was also away.
<b>33-16</b>	<b>Minutes of previous meetings.</b> It was resolved that the minutes of the meetings held on 19 <sup>th</sup> January and 11 <sup>th</sup> February 2016 be approved and signed by the Chair as a true and correct record.
<b>34-16</b>	<b>Code of Conduct</b> It was resolved that an updated Code of Conduct, based upon the one which is used by Harrogate Borough Council, be adopted.
<b>35-16</b>	<b>Queen's 90<sup>th</sup> Birthday Celebrations</b> It was noted that there are no proposals to celebrate the Queen's 90 <sup>th</sup> Birthday in North Stainley, although there are a number of people and organisations who would support a lead organiser if one came forward.
<b>36-16</b>	<b>Permissive footpaths near North Stainley.</b> It was noted that the permissive path agreement for the routes between North Stainley and Sleningford Watermill, including the path around Dunkirks Field is coming to an end and the farmer is proposing to close the paths to the public. Information explaining this position, including concerns about dog fouling and damage to fences, was received and considered. It was resolved that the Council should write to the farmer to ask that consideration be given to retaining the path which facilitates the Ripon Rowel walk and the path which runs parallel to the A6108 main road. It was noted that funding may be available from The Rotary Club of Ripon Rowels to help with the cost of fencing the riverside section of path and this information will be forwarded to the farmer.

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<b>37-16</b>	<p><b>Internal Auditor</b> It was resolved that Mrs Sue Welch be reappointed as the Council's Internal Auditor for 2015/16 at a cost of £50.</p>
<b>38-16</b>	<p><b>Development in North Stainley.</b> Harrogate Borough Council has written to advise of a further delay in the preparation of the Local Plan summarised as being due to an amendment in the timings of future consultations so as to avoid summer holiday periods and to allow for further work to be carried out on the District's housing requirements.</p>
<b>39-16</b>	<p><b>Tree Inspection and Maintenance.</b></p> <p><b>a) Inspection report.</b> It was noted that an inspection report, schedule of trees and map with the location of trees plotted on has been received from BHA Trees Ltd. The report recommends the removal of two, alternate, trees outside 8 Watermill Lane (reference item 39-16b). The trees' reference numbers are T1690 and T1692. The inspection report confirms that the leaning tree (reference T1701) next to the large pond near 1, Watermill Lane has 'a minor lean but its stability is not threatened'. The report recommends a number of works which should be carried out within 12 months. The caretaker will be asked to review the list of works and carry out those which fall within their remit. Arbortech will be asked to install a bracing system to tree T1686 when they carry out other works for the Parish Council. Quotations will be sought for other works, to be carried out in autumn.</p> <p><b>b) Removal of trees outside 8 Watermill Lane.</b> After considering the quotations received it was resolved to accept Arbortech's quote for the removal of trees T1690 and T21692 outside 8, Watermill Lane. The cost of this will be £350 + VAT, to include grinding the stumps out.</p>
<b>40-16</b>	<p><b>Consultations on planning applications.</b></p> <p><b>a) 16/00593/FUL   Erection of first floor extension to detached garage and installation of external staircase.   7 Barton Way North Stainley North Yorkshire HG4 3LE</b> It was resolved that the Parish Council has no objections to this application.</p>
<b>41-16</b>	<p><b>Updates and decisions on applications, appeals and enforcement investigations received from planning authorities since the last meeting (for information only).</b></p> <p>a) Enforcement: 16/00068/PR15 – Notification received of investigation in to alleged construction of red high metal pointed tower at Lightwater Valley.</p> <p>b) 15/04893/FUL   Erection of training support building and green latrine, formation of access road and parking, relocation of fencing and installation of concrete wall and cattle grid.   OS Field 429571 475393 North Stainley North Yorkshire HG4 3HR – application approved.</p>
<b>42-16</b>	<p><b>Parish Caretaker</b></p> <p><b>a) Completion of works near pond.</b> It was noted that the pond clearance works have now been undertaken and completed, with the exception of the removal of some vegetation loosened with the digger, but only visible after the water had cleared.</p> <p><b>b) Tasks to be undertaken by caretaker.</b> Works to trees (reference item 39-16a).</p>

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43-16	<p><b>Allotments</b></p> <p><b>a) Update from the Allotment Working Group.</b> An update, containing the following points, was received:</p> <ul style="list-style-type: none"><li>• A successful research visit to Boroughbridge allotments was recently undertaken by Group members. Key points gleaned included letting the plots in ½ sizes (i.e. the North Stainley site will yield 20 individual half size plots), establishing the future relationship between an allotment society and the Parish Council, what the responsibility of plot holders will be, using a simple site layout to reduce maintenance and using water troughs not taps.</li><li>• Local architect, Richard Maddison James Associates, has agreed to draw up a site plan free of charge. A first draft should be ready for the Working Group consideration at its next meeting in April.</li><li>• The Group is delighted to have secured funding from County Councillor Margaret Atkinson via North Yorkshire County Council's Locality Grant scheme. The funding (£582.50) will cover the costs of applying for planning permission and any legal fees associated with entering a lease agreement with North Stainley Estate.</li><li>• The Group has considered the next steps that it needs to take to progress the project, which include getting the site plan approved by the Parish Council and North Stainley Estate, drawing up and entering a lease agreement and securing planning permission for the allotments.</li><li>• The Group has also considered the main costs associated with the project, including fencing, water installation and hardcore. Income from plot rental has also been considered.</li></ul> <p>The Council approved the above points and commended the Group on the work it has undertaken so far.</p> <p><b>b) Work carried out on allotment project by Clerk.</b> It was resolved that the Parish Council will fund the cost of the Clerk working on, and project managing the provision of allotments. The amount of time spent on this will be recorded and reported to the Council each time 10 hours is accrued. This will allow the Council to monitor the amount of time and money being spent on the project, and provide information as evidence of match funding for grant applications.</p>
44-16	<p><b>North Stainley Sport &amp; Recreation Trust</b> Councillor Alston reported that the hall continues to be busy, including a significant forthcoming booking for a wedding reception. The Trust has approved maintenance works to trees on the Recreation Ground and these will be carried out in the next few weeks.</p>
45-16	<p><b>Correspondence</b> The Clerk reported on items received, including:</p> <p><b>a) 2016/17 Section 137 expenditure limit.</b> Under Section 137 of the Local Government and Housing Act 1972, local authorities are allowed to spend a limited amount on activities they are not otherwise empowered to do, but which they consider to be in the interests of their area or its inhabitants, and which produce a benefit commensurate with the expenditure involved. The amount of expenditure allowed is capped, with the rate reviewed on a regular basis. The limit for Section 137 expenditure in 2016/17 has been set at £7.42 per elector.</p> <p><b>b) New audit regime.</b> A third communication has been received from the Small Authorities Audit Appointments Ltd. The communication gives more information about the new audit regime which will be applicable to this Parish Council.</p>

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	<p><b>c) Electoral review of Harrogate.</b></p> <p>Notification has been received that the Local Government Boundary Commission for England has formally commenced an electoral review of Harrogate Borough Council. The Commission is carrying out the review to deliver electoral equality for voters across the Borough. The Commission is minded to recommend that 40 Councillors should be elected to Harrogate Borough Council in the future and is inviting proposals to help it draw up a pattern of wards to accommodate this reduced number.</p> <p>Councillor Atkinson spoke to this item and advised of her concern that, under proposals being put forward by Harrogate Borough Council, North Stainley with Sleningford Parish Council could be moved to the Wathvale ward, on the other side of the River Ure.</p> <p>It was resolved that the Council should write and ask the Boundary Commission to take in to account lines of communication between communities and natural barriers and boundaries, such as the one created by the River Ure.</p>																																																				
<b>46-16</b>	<p><b>Financial Report</b></p> <p>It was resolved that the following report be approved and recorded:</p> <p><b>Bank Balances as at 3/3/16:</b></p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">Santander Business Current a/c - ****7955 (Day to Day Banking)</td> <td style="width: 20%;"></td> </tr> <tr> <td>Santander Business Reserve a/c - ****8255</td> <td></td> </tr> <tr> <td>HSBC Current a/c - ****9511</td> <td></td> </tr> <tr> <td>HSBC Savings a/c - ****2358</td> <td></td> </tr> <tr style="background-color: #e0e0e0;"> <td><b>TOTAL</b></td> <td style="text-align: right;"><b>£0.00</b></td> </tr> </table> <p><b>Payments to be approved and recorded:</b></p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr style="background-color: #e0e0e0;"> <th style="width: 30%; text-align: center;"><i>Payee</i></th> <th style="width: 40%; text-align: center;"><i>Details</i></th> <th style="width: 30%;"></th> </tr> </thead> <tbody> <tr> <td>Iona Taylor</td> <td>Clerk's Wages - January 2016</td> <td style="text-align: right;">£162.21</td> </tr> <tr> <td>Iona Taylor</td> <td>Clerk's Wages - February 2016</td> <td style="text-align: right;">£142.62</td> </tr> <tr> <td>Iona Taylor</td> <td>Clerk's Expenses - January 2016</td> <td style="text-align: right;">£30.20</td> </tr> <tr> <td>Iona Taylor</td> <td>Clerk's Expenses - February 2016</td> <td style="text-align: right;">£77.66</td> </tr> <tr> <td>HM Revenue and Customs</td> <td>PAYE, January 2016</td> <td style="text-align: right;">£38.29</td> </tr> <tr> <td>HM Revenue and Customs</td> <td>PAYE, February 2016</td> <td style="text-align: right;">£25.40</td> </tr> <tr> <td>DTMS Ltd</td> <td>Works to Aerial Runway</td> <td style="text-align: right;">£828.00</td> </tr> <tr> <td>DTMS Ltd</td> <td>Caretaker, Jan – Invoice 10015</td> <td style="text-align: right;">90.00</td> </tr> <tr style="background-color: #e0e0e0;"> <td><b>TOTAL</b></td> <td></td> <td style="text-align: right;"><b>£1,394.38</b></td> </tr> </tbody> </table> <p><b>Receipts to be recorded:</b></p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr style="background-color: #e0e0e0;"> <th style="width: 30%; text-align: center;"><i>Received From</i></th> <th style="width: 40%; text-align: center;"><i>Details</i></th> <th style="width: 30%;"></th> </tr> </thead> <tbody> <tr> <td>HMRC</td> <td>VAT (1/11/15 - 31/01/16)</td> <td style="text-align: right;">£296.55</td> </tr> <tr> <td>Highacre Builders Ltd</td> <td>Hedgecutting Clearance in Playground</td> <td style="text-align: right;">£15.00</td> </tr> <tr style="background-color: #e0e0e0;"> <td><b>TOTAL</b></td> <td></td> <td style="text-align: right;"><b>£311.55</b></td> </tr> </tbody> </table>	Santander Business Current a/c - ****7955 (Day to Day Banking)		Santander Business Reserve a/c - ****8255		HSBC Current a/c - ****9511		HSBC Savings a/c - ****2358		<b>TOTAL</b>	<b>£0.00</b>	<i>Payee</i>	<i>Details</i>		Iona Taylor	Clerk's Wages - January 2016	£162.21	Iona Taylor	Clerk's Wages - February 2016	£142.62	Iona Taylor	Clerk's Expenses - January 2016	£30.20	Iona Taylor	Clerk's Expenses - February 2016	£77.66	HM Revenue and Customs	PAYE, January 2016	£38.29	HM Revenue and Customs	PAYE, February 2016	£25.40	DTMS Ltd	Works to Aerial Runway	£828.00	DTMS Ltd	Caretaker, Jan – Invoice 10015	90.00	<b>TOTAL</b>		<b>£1,394.38</b>	<i>Received From</i>	<i>Details</i>		HMRC	VAT (1/11/15 - 31/01/16)	£296.55	Highacre Builders Ltd	Hedgecutting Clearance in Playground	£15.00	<b>TOTAL</b>		<b>£311.55</b>
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<b>47-16</b>	<p><b>Yorkshire Local Councils Associations</b></p> <p>It was resolved to renew the Council's membership of the Associations for 2016/17 at a cost of £278.</p>																																																				
<b>48-16</b>	<p><b>Next meetings:</b></p> <p><b>a) 19<sup>th</sup> April 2016 (Planning Meeting and Annual Parish Meeting)</b></p> <p><b>b) 17<sup>th</sup> May 2016 (Parish Council Meeting and Annual Parish Council Meeting)</b></p>																																																				

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<b>49-16</b>	<b>Items to be considered at the next meeting (for information only).</b> None at this time.
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Meeting closed at 20.55 hrs.

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

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

**DATE:** .....