

# NORTH STAINLEY WITH SLENINGFORD PARISH COUNCIL

## MINUTES OF A PARISH COUNCIL MEETING

**DATE:** Tuesday 14<sup>th</sup> March 2017  
**TIME:** 7.30pm  
**LOCATION:** North Stainley Village Hall  
**PRESENT:** Councillors Glenys Bailey (Chair), Liz Falkingham, Margaret Goddard, Mike Porter, Steve Tordoff  
**CLERK:** Nick Reed (minutes)  
**IN ATTENDANCE:** Six members of the public (MoP) (up to the end of agendum 17.21)

<b>17.17</b>	<b>Declarations of interest</b> Cllr Bailey declared in interest in item 17.30 as a trustee.
<b>17.18</b>	<b>Apologies</b> Apologies were noted from Cllrs Alston and Bryant. Apologies were also noted from Cllr Margaret Atkinson (HBC / NYCC)
<b>17.19</b>	<b>Minutes of the Parish Council meeting held on 10<sup>th</sup> January 2017</b> These were AGREED as a true record of the meeting. (Proposed Cllr Tordoff, seconded Cllr Porter), and signed by Cllr Tordoff who had chaired the meeting.
<b>17.21</b> (taken early)	<b>North Lees bus shelter</b> This item as introduced by a group of MoP from North Lees. There are 7-8 schoolchildren in the hamlet who take the school bus into Ripon on weekday mornings. The bus stop is: on a narrow strip of verge between the A6108 and a ditch; on a curve and at the crest of a hill; and in a 60mph zone used by a considerable number of haulage wagons, particularly from local quarries and the Masham feed mills. The residents have been in contact with NYCC, who are not inclined to lower the speed limit as there have never been any significant accidents at that spot. Residents feel strongly that the lack of accidents is through luck as much as judgement, and that the bus stop is not a safe environment for children. While reluctantly accepting that lowering the speed limit is not a realistic outcome, they would like an enclosed bus stop installed, set back from the road a few metres to the north of the existing bus stop. The Clerk has also been in contact with NYCC on this issue, and has been advised that the county council, while sympathetic, has no budget for new street furniture. However, the Parish Council or a third party could install one, provided a street furniture licence is obtained and that the shelter design is approved by NYCC. The cost of a shelter from NYCC's preferred suppliers is around £3,000, plus the cost of foundation and concreting work. A discussion then followed about potential sources of funding, including: setting up a committee (this body might then install and maintain the shelter); talking to local haulage businesses and quarries, and other major local companies, e.g. Wolsley's, Lightwater Valley; and looking at small grants from trusts etc. Councillors, while unable to offer financial assistance, were keen to support this project in any other way and commended the North Lees residents for their commitment. <b><i>Action – Clerk to investigate: whether residents could install foundations / concrete themselves; Whether Hanson's Quarry would be able and willing to finance some or all of this work; And whether NSSPC still has any money lodged with NYCC Highways for road safety work (from the VAS scheme negotiations of 2015)</i></b>  A MoP then made the point that NYCC provides the school bus that services North Lees, and therefore presumably has a duty of care to people using the bus; it could easily be argued that requiring students to wait at an unsheltered bus stop on a narrow verge alongside a 60mph road is not fulfilling that duty of care. <b><i>Action – Clerk to write to Co Cllr Atkinson and NYCC Education Department making this point</i></b>

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<b>17.20</b>	<p><b>Questions and comments from members of the public</b></p> <p>A MoP raised the subject of the former permissive footpaths in the field known as Dunkirk (Ordnance Survey ref SE 290775) which have been blocked off since July 2016. A leaflet canvassing local opinion was circulated over the weekend, with 96 responses already received and an e-petition set up to re-open the paths. The landowner's concerns were acknowledged but there is "some indication that with proper infrastructure [re-opening] might be a course they are willing to pursue".</p> <p>NYCC has advised the MoP that there are avenues to reopening the footpath as a public right of way if it can be shown that it has been in continuous use for more than 20 years.</p> <p>Councillors noted that the evidence for continual usage over 20 years needs to be more robust than simple anecdote, and that the footpath is believed to have been maintained by Natural England for around ten years; advice received by the MoP is that the move to and from Natural England support does not constitute a break in access.</p> <p>It was AGREED to table this matter as an agenda item for the meeting of 9<sup>th</sup> May, ahead of which the petition and associated research will be able to be circulated.</p>
<b>17.33</b> (taken early)	<p><b>Millennium Walk</b></p> <p>It was noted that the Millennium Walk, a permissive path, is in a poor state of repair, with trees poorly rooted and the path waterlogged in places due to vegetation clogging up the adjoining beck. The land is believed to be owned by some combination of the Bryant and Staveley families and Yorkshire Water.</p> <p>Councillors, while concerned about the state of the path, did not want either to commit the council to the potentially expensive tree management which may be required, or to have the path closed by landowners. The council discussed ways in which the path could be maintained and kept open without committing the council to unrealistic expenditure. It was AGREED that in the short term the council could offer the parish caretakers to clear vegetation from the beck, subject to permission from the landowner/s.</p> <p><b>Action – Clerk to write to potential landowners asking for clarification about land ownership, and for permission to clear the beck via the parish caretaker scheme (first circulating a draft letter to councillors for approval)</b></p>
<b>17.22</b>	<p><b>Bank balance at 1<sup>st</sup> March 2017</b></p> <p>The cash book balance on 1<sup>st</sup> March 2017 was £10,638.86.</p>
<b>17.23</b>	<p><b>Approvals for payment</b></p> <p>The following payments were APPROVED (proposed Cllr Goddard, seconded Cllr Bailey):</p> <p>DTMS Ltd £229.96 (caretaking January / February); Wicksteed Ltd £54 (annual playground inspection); Autela Payroll Services £60 (January – March payroll admin); Parish Clerk £184.14 (February wages) / £184.14 (March wages); HMRC £138 (3<sup>rd</sup> quarter PAYE).</p>
<b>17.24</b>	<p><b>Parish council banking</b></p> <p>Cllr Bailey and the Clerk had been to see Santander's Local Business Manager in Harrogate, but it was clear that Santander is unable to offer a product suitable for a parish council's financial administration needs. The Council therefore unanimously AGREED (proposed Cllr Bailey, seconded Cllr Tordoff) the following:</p> <ol style="list-style-type: none"><li>1. The Council wishes to open an account with Unity Trust Bank plc ("the Bank") and produced to the meeting a copy of the Bank's Terms and Conditions for operating an account;</li><li>2. The Bank's Terms and Conditions are approved and we appoint the Bank as its Bankers;</li><li>3. The Bank's Terms and Conditions may vary from time to time and we agree to be bound by them;</li><li>4. The mandate for the operation of the bank account(s), payment instructions and banking services be approved and be provided to the Bank by persons authorised to do so in accordance with the Bank's procedures;</li></ol>

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	<p>5. The Bank is entitled to rely upon this mandate until it receives a later mandate amending it. The Key Contact is to be the Clerk, Anthony Nicholas Reed of 9 Little Market Place, Masham, N. Yorks HG4 4DY, and signatories are to be Cllrs Bailey, Alston, Bryant, Falkingham, Porter and Tordoff. It was further unanimously AGREED (proposed Cllr Bailey, seconded Cllr Tordoff) that the council wished to set up internet banking, with transactions set up by the Key Contact and authorised by two signatories.</p> <p><b>Action – Clerk to obtain relevant information and signatures for the Unity Bank account opening form and submit the form no later than the day after the Annual Parish Meeting.</b></p>
17.25	<p><b>Appointment of auditor</b></p> <p>The Clerk advised that PKF Littlejohn LLP have been appointed external auditors for all parish and town councils and parish meetings in North Yorkshire who have not opted out of the Sector Led Body, Smaller Authorities Audit Appointments Ltd. PKF Littlejohn are the existing auditors for such councils in North Yorkshire, but it was unclear whether NSSPC has used them or opted out and used another auditor. Councillors wished to have that information clear in order to make an appointment at the Annual Meeting.</p> <p><i>Clerk's note: PKF Littlejohn undertook a limited assurance review of the 2015-16 Annual Return, while Susan Welch undertook internal audit work for the same period.</i></p>
17.26	<p><b>Planning applications and decisions</b></p> <p>There were no applications to consider.</p> <p>The council noted that the following applications had been approved: 16/04992/FUL and 16/04993/LB at Sleningford Grange; And 16/05550/FUL at 24 Watermill Lane.</p>
17.27	<p><b>Staveley Estates meeting</b></p> <p>The Clerk has exchanged emails and had a brief phone call with James Staveley but a meeting time has not yet been set.</p> <p>The Council NOTED again that the consultation on any Staveley Estates planning application cannot be sent out until the application has been seen, and that the earlier it is seen the longer residents will have to consider the consultation document. This may involve an emergency parish council meeting depending on the timing of the planning process</p> <p><b>Action – Clerk to contact James Staveley again</b></p>
17.28	<p><b>Letter to Harrogate BC planning</b></p> <p>The council's submission – noting that any substantial development would only be supported if accompanied by infrastructure improvements – has been acknowledged by Harrogate BC.</p>
17.29	<p><b>Playground maintenance</b></p> <p>The maintenance report from Wicksteed Ltd was noted. It was AGREED to commission the work required to the swing, the only "Medium" priority on the report, but to seek a better price, from DTMS Ltd in the first instance.</p> <p><b>Action – Clerk to progress</b></p>
17.30	<p><b>North Stainley Sports and Recreation Trust</b></p> <p>Cllr Bailey reported that the trust has commissioned work on the veranda at the village hall, involving the eradication of rot under the decking and the installation of concrete 'sleeves' to underpin supporting poles. Electricity and water are also shortly to be installed in the cricket scoreboard.</p>

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17.31	<b>Allotments</b> There were no developments to report.
17.32	<b>Ponds and weed infestation</b> It was NOTED again that: the ponds remain in a poor condition; that it is the responsibility of North Stainley Estates to take steps to improve this; and that the council cannot take possession of the ponds until the weeds are eradicated. Despite an exchange of correspondence, no work appears to have been done on this issue by NSE since the previous council meeting. <b>Action– Clerk to write to Giles Rickards at NSE and ask for an update</b>
17.34	<b>Footpath to the west of West Tanfield Cricket Club</b> Further to the previous meeting, the council noted this footpath, and noted with thanks that the Bryant family were taking responsibility for clearing the main body of it. Strimming the north (West Tanfield Cricket Club) end of the path will be added to the caretaker task list.
17.35	<b>Road signs</b> North Yorkshire County Council acknowledged being informed of the missing / obscured road signs promptly. It is not known whether the issues have been resolved.
17.36	<b>NYCC public rights of way review</b> The council discussed these proposals, which will in due course involve the prioritisation of footpaths within their area by parish councils. It was NOTED that the NYCC categorisation does not include Recreational Paths as shown on the Ordnance Survey Explorer series maps, such as the Nidderdale Way and, most importantly for this parish, the Ripon Rowel. The council AGREED to feed back that such paths should be given their own category within the prioritisation exercise. <b>Action – Clerk to inform NYCC</b>
17.37	<b>Caretaker task list</b> The council considered the standing task list, and added to it strimming the West Tanfield Cricket Club to Sleningford Grange footpath at the cricket club end, as per item 34 above. A “spring clean” and status report of the benches was also added to the list. It was NOTED that the Roseberry Green noticeboard, which is not Parish Council responsibility, had a number of out of date and dog-eared notice. <b>Action – Clerk to inform DTMS</b> <b>Action – Cllr Bailey to contact David Baxter about the Roseberry Green noticeboard</b>
17.38 17.38A 17.16B	<b>Correspondence</b> National Plant Monitoring Scheme – seeking volunteers for a plant audit. Councillors thought the school may be interested in this project. Rev David Cleaves: happy to be involved in “beacons of light” event on 11 November 2018.

Meeting closed at 8.55pm.

These minutes were recorded and prepared by Nick Reed, North Stainley Parish Clerk.

**SIGNED:** ..... (Chair)

**DATE:** .....