

NORTH STAINLEY WITH SLENGFORD PARISH COUNCIL

MINUTES OF A PARISH COUNCIL MEETING

DATE: Tuesday 13th June 2017
TIME: 7.30pm
LOCATION: North Stainley Village Hall
PRESENT: Councillors Glenys Bailey (Chair), David Bryant, Liz Falkingham, Margaret Goddard, Mike Porter, Steve Tordoff
IN ATTENDANCE: Cllr Margaret Atkinson (from 8.00pm)
CLERK: Nick Reed (minutes)

17.68	Declarations of interest Cllr Porter declared an interest in item 17.75 as a neighbour of the property subject to planning application 17/01979/FUL. Cllr Bailey declared in interest in item 17.80 as a trustee of NSSRT.
17.69	Apologies Apologies were noted and accepted from Cllr Alston.
17.70	Minutes of the Parish Council meeting held on 9th May 2017 These were AGREED as a true record of the meeting and signed as such.
17.71	Ongoing issues from minutes
17.711	Change of bank. The Clerk reported that Unity Trust were progressing the application and had asked for further identification for one signatory, which was duly provided.
17.712	Ponds and weed infestation. Work on the ponds begun yesterday. The council noted its thanks to Staveley Estates for undertaking this short-term work, the cosmetic improvements of which would be a benefit to the village through the summer. It was noted that the skimmed weed is extremely virulent and should be professionally destroyed, and on no account interfered with by residents. <i>Clerk's note: the pile of weed was removed before 9am on the morning following the meeting.</i>
17.713	Millennium Walk waterlogging. There has been no response from DTMS following two requests to assess options and prices for this work, over and above their contracted Caretaking duties. <i>ACTION: Clerk to pursue DTMS further and examine alternative possibilities if they are not willing to undertake this work</i>
17.72	Questions or comments from members of the public There were none.
17.73	Bank balance The cash book balance on 31 st May 2017 was noted as being £13,650.55.
17.74	Approvals for payment It was RESOLVED to approve the following payments: Parish Clerk (salary – May and June); DTMS Ltd (caretaking) £15.20; MHS (grass cutting) £720; Spectrum Futures Ltd (internal audit fee and postage) £155.50; Autela Ltd (payroll / pension admin qtr 1) £36.80; HMRC (PAYE qtr 1) £22.40.

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17.75	Planning applications and decisions Harrogate BC's approval of application 17/00772/DVCMAS was NOTED. Application 17/01979/FUL for the construction of a first storey extension over the existing ground floor at East View was considered, and it was RESOLVED that the council had no objection to it. <i>ACTION: Clerk to inform Harrogate BC</i>
17.76	Staveley Estates – potential major planning application The clerk reported that James Staveley had requested that the council's public consultation take place in advance of the application being submitted, to avoid the consultation taking place over the summer holiday period. It was noted that such an arrangement would avoid any residents missing out on their opportunity to vote through being away, and that it would allow the council an extra level of scrutiny once the application was submitted. However, councillors were content that a second level of scrutiny was not needed, and that with a six-week decision period from Harrogate BC being inevitable for a development of this scale the consultation period could be made long enough to accommodate family holidays. The council was further concerned that the Harrogate planning website has not been running smoothly, and that it did not want to circulate a consultation until and unless residents have the opportunity to look at the full application online. It was therefore RESOLVED to continue with the existing policy of preparing the consultation based on an outline prepared by Staveley Estates. The consultation would then be circulated immediately the application is available online. It was further NOTED that the consultation letter would need amending based on the final information provided by Staveley Estates, either at the scheduled planning affairs meeting of July 11 th , or at an emergency meeting called according to the developer's timetable.
17.77	Financial regulations The Financial Regulations as circulated were considered. It was noted that sections regarding direct debit payments for utilities, petty cash, and cash handling had been removed as they were not currently relevant to the council's activities and practices. The council RESOLVED to adopt the document as circulated.
17.78	Risk assessment The risk assessment as circulated was considered. It was noted that this had been simplified from the previous document, based on best practice and model documentation provided by the Society of Local Council Clerks, and was therefore more appropriate for a small council owning no bricks-and-mortar property. A financial risk assessment page had also been added. The council RESOLVED to accept the document as circulated.
17.79	Data Protection Following a recommendation from the internal auditor, and having taken legal advice, it was RESOLVED to register the Council with the Information Commissioner's Office <i>Action – Clerk to register the council with ICO</i>
17.80	North Stainley Sport and Recreation Trust Cllr Bailey reported that the trust and the village hall were extremely busy, to the extent that the arts group was finding it difficult to secure rehearsal space for their December production of "A Christmas Carol". North Stainley Primary School will again be using the meeting room as a classroom in 2017-18.
17.81	Allotments The Clerk reported that James Staveley is keen to meet him, and Cllrs Alston and Porter, to discuss both allotments and long-term pond weed eradication options. <i>Action – Clerk to progress</i>

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17.82	<p>Caretaker task list</p> <p>It was NOTED that the three benches in the village centre and the Roseberry Green noticeboard had not yet been attended to. NYCC also advise that the tree opposite Roseberry Green should be cut back as it is currently impeding the correct working of the vehicle activated (speeding) sign.</p> <p style="text-align: right;"><i>ACTION – Clerk to progress, sourcing alternative tree surgery if DTMS are unwilling or unable to provide this service</i></p> <p>DTMS have advised that they are unwilling to replace the brushes on the play area swing as recommended in the annual inspection, as they consider it should be left to the manufacturers. Their (Wicksteed’s) quote for this job is £387.63 +VAT, of which £320 is labour. The council felt this excessive for a simple piece of work, and RESOLVED to look elsewhere for this to be done, providing the work is suitably guaranteed.</p> <p style="text-align: right;"><i>ACTION: Clerk to progress</i></p>
17.83	<p>Correspondence</p>
17.831	Darren Griffiths, NYCC Area 6 Highways: confirming that the council has no money remaining in the Rural Safety Scheme Fund.
17.832	Harrogate BC Partnership and Engagement Team: informing the council of Harrogate BC’s public consultation on its 2018-19 budget. The consultation is available online at www.snapsurveys.com/wh/s.asp?k=149664987789 .
17.833	Elizabeth Jackson, Harrogate BC: informing the council of the next Parish Consultation Meeting, to take place on 13 th September in Ripon. Parish councils can send up to two representatives and it was AGREED that the Clerk and Cllr Bailey would attend.
	<i>Action – Clerk to report to NYCC</i>

The meeting closed at 9.05pm.

SIGNED: (Chair)

DATE: