

# *Tanfield Parish Council*

## MINUTES OF A PARISH COUNCIL MEETING

**DATE:** Monday 8<sup>th</sup> October 2012  
**TIME:** 19.40 hrs  
**LOCATION:** West Tanfield Memorial Hall  
**PRESENT:** Councillors David Parkinson (Chairman), Peter Hull (Vice-Chairman from item 4), Jim Beadle and Steven Houston.  
**IN ATTENDANCE:** Iona Taylor (Clerk)  
Ambrose Almack, Messrs and Mrs Brownlee, Dick Lonsdale, John Moxon, Chris Pennock and Bob Trehitt.

### 1. WELCOME FROM THE CHAIRMAN OF THE PARISH COUNCIL

Councillor Parkinson welcomed all those present to the meeting.

### 2. DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA

Councillor Houston declared an interest in planning application 12/00943/FUL at The Long Acre, Thornborough as he is the applicant.

### 3. VACANCY ON PARISH COUNCIL

It was noted that the Parish Council is now free to co-opt a new member; however no applications have been received yet.

### 4. ELECTION OF VICE-CHAIRMAN

After being proposed by Councillor Houston and seconded by Councillor Beadle it was unanimously agreed that Councillor Hull be appointed as Vice-Chairman.

### 5. APOLOGIES

Apologies were received from District Councillor Webster.

### 6. QUESTIONS OR COMMENTS FROM MEMBERS OF THE PUBLIC

#### 6.1 John Moxon.

Mr Moxon raised the following points:

- Request for reinstatement of 'Any Other Business'. The Clerk's advice that it is best practice not to include any other business was accepted.
- Commenting on the fact that Councillor Houston did not declare an interest in planning applications at the September Parish Council meeting as it was felt that they bore a resemblance to his current proposals (see 13.1).

#### 6.2 12/01003/FUL - Retrospective application for a change of use of domestic garage to a joinery workshop at rear of Roselea, Thornborough.

Mr and Mrs Brownlee (applicants) expressed their disappointment that the Parish Council had objected to their application despite them not having been present at the Parish Council at which it was considered.

### 7. MINUTES OF THE LAST MEETINGS

The minutes of the last meetings held on 16<sup>th</sup> July, 30<sup>th</sup> July and 10<sup>th</sup> September 2012 were agreed and signed.

### 8. ITEMS CARRIED FORWARD FROM THE LAST MEETINGS

#### 8.1 Feedback on website.

It was agreed that a logo is not required. The Clerk is working to ensure that all areas of the site comply with best accessibility practice.

### 9. FINANCIALS

#### 9.1 Bank balances as at 8<sup>th</sup> October 2012.

- Santander Current a/c.....£5397.16
- Santander Savings a/c .....£50.00
- Natwest current a/c ..... £1.23
- Natwest savings a/c..... £0.10

#### 9.2 Payments made prior to, or at this meeting.

The following payments were approved and recorded:

- Wensleydale Garage (Invoice 12551) .....£42.41
- Wensleydale Garage (Invoice 12297) .....£46.67
- Mazars (External Auditor).....£144.00

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- Walled Garden Scheme (Parish Caretaker – June 2012, Invoice 893) .....£175.40
- Walled Garden Scheme (Parish Caretaker – July 2012, Invoice 917).....£144.00
- Walled Garden Scheme (Parish Caretaker – August 2012, Invoice 951) .....£144.00
- Walled Garden Scheme (Nosterfield Grasscutting, Invoice 933) .....£63.00
- West Tanfield Memorial Hall (Invoice AS/154).....£35.00
- Iona Taylor (Clerk – July, August & September 2012).....£635.96

### 9.3 Monies received prior to, or at this meeting.

- Hambleton District Council (Precept, 2<sup>nd</sup> Part).....£3150.00
- North Yorkshire County Council (LEADER Instalment).....£153.07
- HM Revenue & Customs (VAT Reimbursement, 1/5/12 – 31/8/12).....£161.46

### 9.4 External Auditor's opinion on 2011/12 accounts.

The report from the Annual Return is that:

“On the basis of our review, in our opinion the information contained in the Annual Return is in accordance with the Audit Commission's requirements and no matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.”

A copy will be forwarded to Councillors.

### 9.5 Mid-year financial reports (2012/13).

Councillors considered 'Monitoring Against Budget' and 'Mid-Year Balance Analysis' reports.

The monitoring against budget report showed that half-way through the financial year, the Parish Council has incurred about half of the budgeted expenditure and income is as expected. The Clerk predicted that the Parish Council will finish the year over-budget.

The balance analysis showed that the Parish Council currently has unallocated reserves of £1924.15 which are on the low side, but continuing to improve from a low of about £500 a few years ago.

### 9.6 2013/14 budget.

To be deferred to a future meeting not later than the one to be held in January 2013.

## 10. MAINTENANCE

### 10.1 Annual playground inspections.

It was agreed to use Digley Associates to carry out the annual inspections at a cost of £50 per site. This will include provision of an updated risk assessment.

### 10.2 Payment for 2012 grasscutting services to Brian Porteus.

It was agreed that, as per the current budget, Mr Porteus should be paid £400 for carrying out the grasscutting in West Tanfield during the 2012 season.

### 10.3 2013 grasscutting in West Tanfield – deferred to a future meeting.

### 10.4 Grit bin on Marmion Close.

It was once again agreed that the Parish Council is not prepared to fund the filling of a grit bin on Marmion Close.

### 10.5 Hambleton District Council's street cleansing programme.

It was noted that the cleaning wagons have visited the parish this morning (8<sup>th</sup> October). They can be expected to visit up to every two months. The Clerk has made a diary note to request a visit every six weeks.

It was noted that this is still unlikely to be sufficient to clear the leaves that fall on Main Street, West Tanfield which the caretakers will continue to tackle.

### 10.6 Parish caretaker.

The caretaker will be asked to clean the swing seats in Thornborough.

## 11. BONFIRE & FIREWORKS EVENT

Arrangements were noted for this event to be held on 2<sup>nd</sup> November 2012. It was noted that the event is administrated by, and run through the accounts of the Parish Council but there is no cost to it as they are either covered by sponsorship or donations.

## 12. CLERK'S APPRAISAL

It was agreed that Councillors Hull and Beadle should carry this out. They will liaise with the Clerk about arrangements.

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### 13. CODE OF CONDUCT

#### 13.1 Training provided by Hambleton District Council.

It was noted that the Clerk and Councillors Hull and Houston had attended training sessions. A very narrow interpretation of the Code was given, indicating that Councillors are only required to make a declaration when a matter specifically affects one of their registered interests.

Further training sessions are awaited, for example provided by the Yorkshire Local Councils Associations.

#### 13.2 Councillors making declarations of interests.

It was agreed that Councillors who declare interests in matters at meetings should be given the same rights as members of the public i.e. they will be allowed to speak on a matter for 3 minutes and allowed to remain in the audience section of the room. The Clerk will prepare a Standing Order to this effect.

### 14. HIGHWAYS

#### 14.1 Update on previously reported faults.

15. Ref:	Description	Current status / update	Resolved
TPC 1/11	Accident at bus shelter railings.	Cllr Weighell asked for input. Confirmation that order placed and timescale for works requested.	
TPC 2/11	30mph sign – Corby Bank	Cllr Weighell asked for support. P.C. Sutcliffe to be re-contacted & asked for support.	
TPC 3/11	Condition of road surface, Church St, WT	No dangerous defects at present, but will be monitored.	
TPC 1/12	Thornborough - pothole on main street.	Now completely satisfactorily repaired.	√
TPC 3/12	Dying lime tree, West Tanfield	Tree now removed. Letter citing concerns re prioritisation and inspector's competence sent to Highways North Yorkshire.	
TPC 5/12	Roundabout markings, West Tanfield	Reported in June 2012.	
TPC 6/12	Demolished Village Sign, Nosterfield	Cannot be replaced like for like. Highways North Yorkshire to be asked to look in to alternatives.	
TPC 7/12	Bend warning sign, Main Street, West Tanfield	To be inspected and repaired or replaced.	
TPC 9/12	Fly-tipping on Courby Bank, West Tanfield	Reported to Hambleton District Council & followed up 3/10/12.	

The following update on the County Council's position regarding Vehicle Activated Signs (VAS's) was noted:

It was noted that the Working Group is recommending, as expected, that the County Council's permanent VAS protocol be left unchanged

It is however recommending that a temporary VAS protocol be implemented, whereby each Area Committee will have two mobile devices (14 across the County) that can be sited in areas with perceived speeding problems at the request of Parish Councils. Although the capital cost of purchasing these devices will be covered by the County Council, the cost of running, siting and maintaining them will be passed on to the Parish Council's participating in the scheme.

The Clerk will continue to pursue additional information as available to enable, if appropriate, inclusion in the 2013/14 budget.

#### 14.2 Thornborough sign.

It was noted that Yorkshire Water had recently demolished this sign whilst accessing a burst water pipe underneath it. Their contractors are now re-building the sign.

#### 14.3 New faults to be reported – none.

#### 14.4 Traffic congestion during auto-grass racing events.

It was agreed that the Parish Council should ask the organisers of these events to consider erecting signage directing people to the correct location when hosting the national finals. They will also be asked to consider how directional arrangements could be improved through their advertising.

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### 15 CORRESPONDENCE

The Clerk reported on items received, including:

#### 15.1 County Council Highways & Transportation Service.

North Yorkshire County Council has written to all Parish Councils advising them of the current position and developments and challenges facing the Highways and Transportation Service.

The letter can be summarised as being an explanation of how the Authority is trying to maintain service levels with limited funding.

### 16 PLANNING APPLICATIONS

#### 16.1 Consultations on applications – none.

#### 16.2 Update and decisions on applications, appeals and enforcement investigations received from Hambleton District Council (HDC) since the last meeting.

Application No.	Proposal	Decision
12/00738/FUL	Proposed extension to existing dwelling at Tarn Cottage, Nosterfield.	Passed
12/00943/FUL	Retrospective application for a change of use of agricultural land to mixed use of agricultural and the storage of trailers and equipment for grounds maintenance company and the construction of a boundary fence and retention of a shed and ancillary hardstanding to store equipment and chemicals at The Long Acres, Thornborough.	To be considered by HDC's planning committee on 11.10.12.
12/01003/FUL	Retrospective application for a change of use of domestic garage to a joinery workshop at Garage At Rear Of Roselea Thornborough North Yorkshire DL8 2RE.	To be considered by HDC's planning committee on 11.10.12.
12/00718/FUL	Construction of a slurry storage tank at North Tanfield Farm.	Passed
12/01735/FUL	Extension to existing dwelling and alterations to existing storage building to form ancillary living accommodation and construction of implement shed to replace the existing at Stonehaven, Nosterfield.	Alterations addressing Council's concerns noted. No rooflights in northern elevation and implement building taken out of current application.

#### 16.3 Update on Minerals and Waste Development Framework (MWDF).

North Yorkshire County Council provided an update, including the following points:

- Work is continuing on the evidence base on which policies in the MWDF will be based.
- A key development influencing the development of the framework is the National Planning Policy Framework.
- A series of Minerals Options Consultation Papers are being developed which will be subject to public consultation.
- In relation to site allocations, last year the Council issued a call for sites to be put forward for consideration for minerals related development. In total 48 submissions were put forward. The indicative areas of the sites can be viewed on the County Council's website ([www.northyorks.gov.uk/index.aspx?articleid=13289](http://www.northyorks.gov.uk/index.aspx?articleid=13289)). As work on the Minerals Core Strategy progresses these site submissions will be assessed in detail and public consultation will take place.

### 17 NEXT MEETING

The next planning meetings were noted as being on 12<sup>th</sup> November and 10<sup>th</sup> December 2012.

It was agreed that the Parish Council should continue to meet on the second Monday of each month. The Clerk will draw up a list of meeting dates in 2013.

### 18 COUNCILLORS' REPORTS – none.

### 19 ITEMS TO BE CONSIDERED AT THE NEXT MEETING – none.

Meeting closed at 21.35 hrs.

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

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

**DATE:** .....