

Tanfield Parish Council

MINUTES OF A PARISH COUNCIL MEETING

DATE: Wednesday 22nd January 2014
TIME: 19.00 hrs
LOCATION: West Tanfield Memorial Hall
PRESENT: Councillors Peter Hull (Chairman), David Parkinson (Vice-Chairman), Steve Houston and Chris Pennock
IN ATTENDANCE: Iona Taylor (Clerk)
Ambrose Almack, Stephen Bennett and Bob Trehitt

1. WELCOME FROM THE CHAIRMAN OF THE PARISH COUNCIL

Councillor Hull welcomed all those present to the meeting.

2. DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA – none.

3. APOLOGIES – none.

4. QUESTIONS OR COMMENTS FROM MEMBERS OF THE PUBLIC

4.1 Report from North Yorkshire Police.

P.C.S.O. MacPherson presented a reported on local and regional crime and policing issues.

The report included details of the Police's action against the inappropriate speed and use of vehicles. P.C.S.O. MacPherson was advised that speeding vehicles, especially along Main Street in West Tanfield, are of concern in this parish. P.C.S.O. MacPherson agreed to report this back to her Sergeant to determine what further action, if any, can be taken in this matter.

5. MINUTES OF THE LAST MEETING

The minutes of the last meeting held on 1st October 2013 were agreed and signed.

6. ITEMS CARRIED FORWARD FROM THE LAST MEETING

6.1 Provision of memorial bench in Thornborough – no progress to be reported.

6.2 Correspondence re. flies in West Tanfield.

A letter has been received from Hambleton District Council's Environmental Health Department, containing the following points:

- It is possible that one of the breeding grounds for flies was a free range poultry shed within Village Farm.
- Hambleton District Council has been working with the farmer to ensure that improved preventative and control measures are in place for 2014.
- The farmer has been very cooperative.
- It is hoped that the problem will not recur in 2014, but it is important that the Environmental Health Service is contacted as soon as possible in the event of a recurrence as it is not possible to control a widespread fly infestation once the flies are mature insects.

6.3 Unauthorised use of Wensleydale Garage petrol account.

Correspondence about a further, unauthorised, use of the Council's former account was noted. This had taken place after the Council's letter, which confirmed that the first use was unauthorised and that the account should be closed, had been received by the garage.

It was noted that the garage is to take the matter up with the person thought to be responsible.

It was agreed that this matter should be removed from future agendas as it is for Wensleydale Garage to deal with. The garage will be informed that they will be charged for the Council's administration costs in the event of any further correspondence.

6.4 Disposal of Billy Goat Mower.

It was agreed that it is not economically viable to repair the mower. It was therefore resolved that it should be sold on e-bay for spares or repair.

6.5 Sewerage issues in Nosterfield.

Councillor Pennock reported that he has been in regular contact with Yorkshire Water following issues at the Nosterfield Pumping Station in December 2013. Both pumps had broken, leading to the tankering of waste from site, but have now been repaired. During the repairs the sewer had failed near Thornborough, but has now also been repaired.

It is understood that monitoring of the drains near The Villas is being carried out, but there was no new information to be reported at this meeting.

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7. COMMON LAND IN PARISH

Advice has been received from the Yorkshire Local Councils Associations (YLCA) regarding the Council and Landowner's rights and liabilities in respect of the various areas of common land in the parish.

The advice indicates that the Parish Council should assert its ownership over the play equipment in Thornborough and Nosterfield and request an agreement to regularise the position regarding its placement on common land owned by Tanfield Estate.

It was agreed that a meeting should be requested with representative(s) of Tanfield Estate to discuss the advice from YLCA, including the following issues:

- Maintenance of the areas of common land in the parish, including tree works and grasscutting.
- Undertaking maintenance on the steps by the Marmion Tower.
- Grassed / communal areas next to the River Ure in West Tanfield.

8. 2014/15 BUDGET

8.1 Results of recent consultation.

The following points were noted:

- There was a response rate of 13% (37 responses).
- The response to the main question about how the Council should approach its 2014/15 budget deliberations was fairly evenly split (11 votes for savings, 13 votes for keeping the same level of services as in 2013/14 and 13 votes for an increase in the precept to pay for additional services).
- The most popular suggestions for saving money were stopping the Council's donation to Hambleton Citizens Advice Bureau (CAB) and only maintaining areas controlled by the Parish Council.
- The most popular suggestions for additional services were a weekly grasscutting contract and sweeping pavements.

In view of the results received the Council agreed the following points:

- It was resolved that the donation to Hambleton CAB be reduced to £50 in 2014/15.
- The information regarding maintenance of areas owned by the Parish Council will be used in discussions with Tanfield Estate (see item 7).
- It was resolved that any surplus funds should be ring-fenced for anticipated works in the playgrounds.
- The Parish Council will not investigate the setting up of an oil club.
- The Parish Council will in future not distribute physical copies of its newsletter but will now display it on the noticeboards in each village, on its website and in West Tanfield Village Store.
- Where ever possible efforts will be made to reduce the administration incurred by the Parish Council.
- The Parish Council will not undertake to cut the riverside path between West Tanfield and Sleningford Mill Caravan and Camping site.

8.2 Maintenance requirements for 2014/15.

Grasscutting

It was resolved that the Council should enter in to a 3 year contract, worth £1,920 + VAT per year, with Farm & Land Services Ltd from Knaresborough for grasscutting services to comprise:

- 16 (fortnightly) cuts per season.
- Cutting and mulching of areas in West Tanfield, Nosterfield and Thornborough including Nosterfield Village Green, around West Tanfield Village Hall, verges in West Tanfield and Thornborough and Thornborough play area.

Caretaker

It was agreed that the caretaker (Farm & Land Services Ltd) should continue to be contracted to carry out 5 hours work per month in 2014/15.

Street Cleaning

It was resolved that the Parish Council should not undertake to carry out additional street cleaning duties.

8.3 Letter from Brian Webster regarding cutting of riverside common land in West Tanfield.

A letter from Mr Webster advising that, in 2013 he had undertaken to cut the path between Marmion Tower and Slegill Cottages, as well as some of the riverside common land was considered.

It was agreed that whilst Mr Webster's community minded efforts are appreciated, it is not within the Parish Council's remit to give permission for him to continue to carry out the cutting as it is not the landowner.

8.4 2014/15 budget.

The budget for this period was agreed with minor amendments to reduce the donation to Hambleton CAB and to include a budget of £150 for training costs.

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- 8.5 Precept requirement for 2014/15.
It was resolved that a precept of £7,188 be requested for 2014/15.

9. **BONFIRE AND FIREWORKS EVENT**

- 9.1 Review of 2013 event.
It was agreed that the 2013 event had been a success. Councillor Hull thanked all those involved with the organisation for their help.

- 9.2 Donation to West Tanfield Memorial Hall.
It was resolved that the profits from the 2013 bonfire and fireworks event (£491.09) be given to West Tanfield Memorial Hall.

- 9.3 Event finances.
The following transactions, associated with the 2013 bonfire and fireworks event, were considered, approved and recorded:

	<i>Receipts</i>	<i>Payments</i>
1st Galaxy Fireworks		£499.24
Iona Taylor - Expenses		£89.37
Highside Butchers		£109.50
West Tanfield Memorial Hall		£491.09
The Furniture Workshop, Nosterfield (Donation)	£25.00	
Websters (Farmers) Ltd (Donation)	£50.00	
J.S. Alton & Son Ltd (Donation)	£50.00	
Peter Hull (Donation)	£25.00	
Donation Collection Cans (Cash)	£113.76	
Glostick Sales (Cash)	£65.00	
Food Sales (Cash)	£423.51	
Lafarge Tarmac	£500.00	

- 9.4 2014 event.
Ambrose Almack advised that the site would be available for a 2014 event, provided that it is cleared afterwards. Stephen Bennett agreed to discuss with the Tanfield Tour de France organising committee whether they would consider taking over the organisation of this event as part of their legacy activities. This item will be further considered at the next meeting.

10. **WEST TANFIELD UNITED CHARITIES**

Councillor Pennock reported that he had attended his first meeting as a Trustee. The charity distributes the interest from its funds which comprise of a number of bequests made over the years. Approximately 10 donations were made to local people at the end of 2013.

11. **TOUR DE FRANCE**

- 11.1 Letter to Mayor of Fontenay-le-Marmion – no progress to be reported.

- 11.2 Tour de France roadshow.
There were no expressions of interest in attending this roadshow, hosted by Welcome to Yorkshire, on 20th February 2014.

- 11.3 Other issues relating to Tour de France.
It was noted that the times for road closures on 5th July 2014 have now been announced and are available on North Yorkshire County Council's website.
The Parish Council noted that the Tanfield organising group had received a substantial grant from Hambleton District Council. It was therefore agreed that the Parish Council will not make a further financial contribution to the cost of the West Tanfield Tour celebrations. Councillors and members of the community were invited to attend the forthcoming public meeting to find out more about the proposed celebrations and arrangements in this parish.

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12. HIGHWAYS

12.1 Outcome of recent speed checks in West Tanfield.

Hambleton & Richmondshire Community Safety Partnership has now written to the Parish Council with the outcome of speed checks which were carried out on Main Street, West Tanfield for 7 days, commencing on 27th November 2013.

The results showed that 85% of vehicles travelling in to the village were travelling at speeds of 34mph or less, with 7586 readings taken. 85% of vehicles travelling away from the village were doing so at 33mph or less with 4075 readings taken. From the process and analysis of the data it has shown that the speeds recorded are commensurate with the expected results within a 30mph speed limit and it is concluded that no further action is required.

The Partnership appreciates that it is often found that perceived speed is significantly higher than the actual recorded speed and in this instance this is what the data and analysis have identified.

12.2 North Yorkshire County Council's Temporary Vehicle Activated Sign (VAS) scheme.

It was agreed not to apply to take part in this scheme, mainly due to the high cost of participating – expected to be in the region of £2,260 in the first year. This decision was based on, and supported by, the results of the recent consultation.

12.3 Investigations in to reclassification of B6267.

It was noted that this item has not yet been progressed.

The recent repair works were welcomed, although it was noted that the white lines and cats' eyes have not yet been replaced.

12.4 Updated highways fault sheet.

An updated list with the status of previously reported faults was considered, including the following points:

<i>Reference</i>	<i>Issue</i>	<i>Status / Update</i>
TPC 6-12	Replacement of demolished Nosterfield village sign.	Sign replaced in October 2013, but too high. Advised would be sorted by end of November 2013, but not yet done. To be taken up with Highways North Yorkshire again.
TPC 7-12	Bend warning sign, West Tanfield.	22.1.14 – Not yet replaced / repaired. Has been reported again by Councillor Parkinson.
TPC 2-13	Highway Flooding	Recent works near The Old Wheelhouse in Nosterfield have resolved the problem in that location.
TPC 1-14	Raised / broken gully on Main Street in West Tanfield, causing surface flooding issues.	Reported to Highways North Yorkshire by Councillor Parkinson.

13. CLERK'S APPRAISAL

13.1 Report from Clerk's appraisal.

Councillor Hull reported that he had carried out the Clerk's appraisal in December 2013. Both parties were happy with the discussions and targets have been set for the next year.

13.2 Payments to Clerk.

It was resolved that the Clerk should be paid on a monthly basis, subject to her time and expenses sheets being circulated by e-mail to Councillors for approval prior to a cheque being raised. Payments made in this way will continue to be recorded at each of the Council's ordinary meetings.

13.3 CiLCA qualification.

It was resolved that the Clerk should be remunerated for time spent working on her CiLCA qualification.

14. PARISH CARETAKER

14.1 Tasks for inclusion on list.

No new tasks to be added.

14.2 Annual playground inspection reports.

The annual inspection reports were considered. It was noted that there are no major tasks which need undertaking. A number of maintenance type tasks have been included on the caretaker's task list as have some other items which require regular monitoring.

14.3 Weekly playground inspection sheets.

The weekly inspection sheets for West Tanfield and Nosterfield, covering the period of October to December, were received.

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15. COMMUNITY FIRST RESPONDERS

It was noted that there is local interest in setting up a group of community first responders – people trained in advanced first aid who can quickly attend in the event of a nearby emergency.

It was agreed that Councillor Pennock should represent this Parish Council and liaise with other local groups to progress this item.

16. CORRESPONDENCE

The Clerk reported on items received, including:

16.1 Parish liaison meeting with Hambleton District Council.

It was noted that the minutes of the first meeting, held in November 2013 have been received.

Councillors were asked to note the date of the next liaison meeting as being on 5th June 2014. Any items or questions for inclusion on the agenda can be agreed at the Parish Council's next meeting.

16.2 Hambleton Citizens' Advice Bureau.

The new manager of the Hambleton Citizens' Advice Bureau was noted as being Carol Shreeve.

16.3 Naming of new property, Binsoe.

It was noted that the newly converted barn at Binsoe is to be named Hill House.

16.4 R.A.F. Leeming.

It was noted that there will be increased aircraft activity at R.A.F. Leeming during w/c 27th January 2014.

17. PLANNING APPLICATIONS

17.1 Consultations on applications.

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

- 13/02615/MRC – Application to vary condition of planning approval 12/00189/FUL relating to design at buildings at Tanfield Mill, West Tanfield.

17.2 Decisions on applications received from Hambleton District Council since the last meeting – none.

18. FINANCIALS

18.1 Financial report - the following report was considered and approved:

<i>Bank Balances as at 15/1/14:</i>	
Santander Business Current a/c - ****4380	Closed
Santander Business Reserve a/c - ****7222	Closed
NatWest Current a/c - ****4884	£1,445.07
NatWest Business Reserve a/c - ****2668	£3,990.69
TOTAL	£5,435.76

<i>Payments to be approved and recorded:</i>		
<i>Payee</i>	<i>Details</i>	
Farm & Land Services Ltd	May Caretaker, Invoice 3963	£90.00
Farm & Land Services Ltd	June Caretaker, Invoice 3962	£83.10
Farm & Land Services Ltd	August Caretaker, Invoice 3964	£27.00
Farm & Land Services Ltd	October Caretaker, Invoice 4013	£126.00
Farm & Land Services Ltd	November Caretaker, Invoice 4014	£90.00
Farm & Land Services Ltd	December Caretaker, Invoice 4017	£90.00
Iona Taylor	Clerk, October 2013	£483.31
Iona Taylor	Clerk, November 2013	£149.18
Iona Taylor	Clerk, December 2013	£222.58
West Tanfield Memorial Hall	Hall Hire on 1/10/13	£14.00
Wicksteed Leisure Ltd	Playground Inspections	£162.00
RCL Walled Garden	Grasscutting, Invoice 1394	£126.00
RCL Walled Garden	Grasscutting, Invoice 1392	£63.00
RCL Walled Garden	Grasscutting, Invoice 1393	£63.00
TOTAL		£1,789.17

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<i>Receipts to be recorded:</i>		
<i>Received From</i>	<i>Details</i>	
Santander	Balancing Payment (Account Closure)	£1.53
HM Revenue & Customs	VAT Reimbursement (1/4/13 - 31/8/13)	£141.00
HM Revenue & Customs	VAT Reimbursement (1/9/13 - 30/11/13)	£225.66
TOTAL		£368.19

18.2 Internal Auditor.

It was resolved that the Parish Council should seek an alternative auditor for the 13/14 period. The Clerk reported on her investigations about other auditors. A preference was expressed for appointing Ian Smith from Horsforth Town Council, however some concern about his travel costs was noted.

18.3 Closure of Santander account.

It was noted that the Council's Santander accounts are now closed. The bank had transferred to wrong amount to NatWest, so has made a balancing payment to the Parish Council of £1.53.

19. NEXT MEETINGS

The next full meeting was confirmed as being on 22nd April 2014. Planning meetings will be held, if necessary, on 25th February and 25th March 2014. Meetings start at 7pm and are held in West Tanfield Memorial Hall.

20. COUNCILLORS' REPORTS – none.

21. ITEMS TO BE CONSIDERED AT THE NEXT MEETING

- Report from LUCT Liaison Group meeting to be held on 7th February 2014.

Meeting closed at 20.37 hrs.

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

SIGNED:(Chairman)

DATE: