

Tanfield Parish Council

MINUTES OF A PARISH COUNCIL MEETING

DATE: Wednesday 28th January 2015
TIME: 19.00 hrs
LOCATION: West Tanfield Memorial Hall
PRESENT: Councillors Peter Hull (Chairman), David Parkinson (Vice-Chairman) and Steven Houston
IN ATTENDANCE: Iona Taylor (Clerk)
16 members of the public.

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

Apologies were received and accepted from Councillor Pennock due to a family bereavement.

4. MINUTES PREVIOUS MEETINGS

The minutes of the following meetings were agreed and signed:

- 28th October 2014
- 25th November 2014
- 22nd December 2014

5. ITEMS CARRIED FORWARD FROM THE LAST MEETING

5.1 Provision of a de-fibrillator in West Tanfield.

It was noted that the Clerk has not yet had the opportunity to progress this item, however it was agreed that the profits from the 2014 bonfire and fireworks event should help fund the purchase of a de-fibrillator for West Tanfield.

5.2 Provision of superfast broadband to Nosterfield and Thornborough.

It was noted that NYComms (the provider of the radio signal service) is not currently taking on new customers as it is carrying out an infrastructure upgrade to the transmitter at Sutton Bank. It is expected that this will be completed during the first quarter of 2015.

Expressions of interest from local residents are being sought via the Council's newsletter and website.

5.3 Recording of Parish Council meetings.

It was agreed that this should be considered by the new Council, after the May elections.

6. RECREATION PROVISION IN NOSTERFIELD

6.1 Introduction.

It was noted that the Parish Council had been contacted by a Nosterfield resident interested in improving the recreation facilities for children and young people in the village.

Preliminary investigative work has been carried out, including reviewing a previous offer by Tarmac to donate an area of land on the outskirts of the village and identifying the owners of a field behind Sycamore View.

It was noted that the Clerk had approached Lafarge Tarmac at the recent Quarry Liaison Meeting to determine whether they would re-consider providing a site for recreational facilities. Their Estates Manager had advised that they would be willing to discuss this suggestion, subject to being shown evidence of support from residents. He had also cautioned that two year rental agreements have recently been entered in to on a number of the company's fields around Nosterfield.

6.2 Survey of residents.

It was agreed that investigations should be carried out to determine which suitable sites may be available for a recreation project.

It was agreed that the Parish Council should then proceed to carry out a survey of Nosterfield residents. The survey will seek to determine support for a recreation project and canvass suggestions as to what might be required in terms of additional facilities.

6.3 License agreement for siting of play equipment on Nosterfield Village Green and Thornborough Village Green – not yet progressed.

6.4 Letters re. maintenance of Nosterfield Village Green and Thornborough Village Green – not yet progressed.

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7. MAINTENANCE

7.1 Parish Caretaker.

It was noted that Farm & Land Services have resigned from the caretaker position.

It was agreed that, in the first instance, the position should be advertised locally, on the same terms as the previous contract.

7.2 Play area inspection reports.

The annual play area inspection reports, received from Wicksteed Leisure Ltd, were considered.

The playgrounds were all found to be in generally good order, although some low-risk items were identified. These require monitoring through the Council's regular inspection programme.

It was noted that the inspector had removed a cycle lock from the top of the slide in Nosterfield play area at the time of inspection.

8. REPORTS FROM PARISH COUNCIL REPRESENTATIVES

8.1 West Tanfield United Charities.

Deferred until next meeting.

8.2 Quarry Liaison Representatives.

It was noted that Lafarge Tarmac had held a liaison meeting on 14th November 2014.

A report on this, and a subsequent conversation with the firm's Estates Manager, was considered. A number of points were noted, including:

- The planning application for the Langwith extension of Nosterfield Quarry is likely to be considered by North Yorkshire County Council's planning committee in April or June.
- The application for an extension to the time allowed for extraction at the Ladybridge site has not yet been determined.
- The approval of details application was granted on 10th November 2015.
- Lafarge Tarmac have already addressed, and are continuing to look in to, issues arising from overgrown vegetation obscuring some of the permissive footpaths around the restored quarry.
- Lafarge Tarmac are happy for local residents to contact them directly with any issues. Nosterfield Quarry's office number is 01677-470209.

8.3 West Tanfield Memorial Hall.

Councillor Parkinson reported that Hambleton District Council have agreed to give £100 of funding to repair the fence around the recycling area.

£1,000 was raised at a recent event. This will be split between the Memorial Hall and Cancer Research.

Preliminary intentions to improve, and potentially extend, West Tanfield Memorial Hall were noted. It is expected that full public consultation will be carried out in due course.

The Clerk reported that she had recently met with the Chairman of West Tanfield Memorial Hall to discuss a number of items of mutual interest to the Hall's committee and the Parish Council.

9. DOCUMENT AND INFORMATION RETENTION SCHEME

A revised and updated scheme was approved.

It was agreed that Councillors should usually ensure that the Parish Council's e-mail address is copied in to all messages that they send relating to Parish Council business. This data will then be retained and stored by the Parish Council.

10. HIGHWAYS

10.1 Community Speedwatch.

It was noted that West Tanfield had been invited, through the Parish Council, to take part in a pilot community speedwatch initiative being trialled by the Police and Crime Commissioner for North Yorkshire.

It involves local volunteers being trained to help deploy speed monitoring equipment at relevant places in the community, resulting in letters being sent to the registered keepers of vehicles which are believed to have been speeding.

Due to the time constraints, and the fact that two volunteers had been readily forthcoming, the Clerk had accepted the invitation. Further information is awaited.

10.2 Junction signs at Camp House, Moor Lane.

It was noted that the hedge around the junction warning sign has been cut back, initially by Highways North Yorkshire, and then more fully by the landowner.

It was noted that the post of the direction sign opposite the junction has rotted and required reporting to Highways North Yorkshire.

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11. CORRESPONDENCE

The Clerk reported on items received, including:

11.1 Local Government Act 1972, Section 137 Limit in 2015/16 financial year.

It was noted that the limit for spending under this enabling power (to be used when there are no other powers under which expenditure can be sanctioned) will be £7.36 per elector.

11.2 Production of plain English guide to the planning system by Dept. for Communities & Local Government.

The recent production of this guide was noted and will be publicised. It is available at:

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/391694/Plain_English_guide_to_the_planning_system.pdf

11.3 RAF Leeming.

It was noted that there will be increased air activity from RAF Leeming between 9th February and 6th March 2015.

11.4 Future provision of libraries.

North Yorkshire County Council has launched a consultation on libraries in North Yorkshire. With the Council's budget significantly reduced over the next few years, including the budget for library services, it has been considering the changes that will need to be made to the service.

These include turning Ripon library in to a 'hybrid' branch. This means that it would depend on volunteers working alongside one member of staff. It is also proposed that Bedale would be changed to a 'community' library meaning that it would be run by volunteers or partners from the community.

It was agreed that the Parish Council should respond to the consultation expressing concern, particularly about the proposals for the Ripon branch. It was also noted that this had been included in the Council's January newsletter and on it's website to enable local residents to respond if appropriate.

11.5 Bus contracts from 1st April 2015.

North Yorkshire County Council has recently undertaken a procurement exercise to seek tenders for the renewal of bus service contracts in the Harrogate area. An analysis of tender results has shown there to be several non-compliant bids and, in most areas, an increase to current costs. The County Council is now investigating options to provide some services using reduced resources and is inviting tenders again with different specifications in some cases in order to achieve best value for the authority.

There are still no changes proposed to the services in this parish, although the contracts are being re-tendered.

12. FINANCIALS

12.1 Reconciliation of bank statements to financial reports.

At the Clerk's suggestion it was agreed that, after checking, the Chair and any other Councillor should sign the bank statements which correspond to the bank balances presented in the financial report at each meeting.

12.2 Financial report.

It was resolved that the following report be approved and recorded:

<i>Bank Balances as at 31/12/14:</i>		
NatWest Current a/c - ****4884		£1,420.33
NatWest Business Reserve a/c - ****2668		£6,557.66
TOTAL		£7,977.99
<i>Payments to be approved and recorded:</i>		
<i>Payee</i>	<i>Details</i>	
Farm & Land Services Ltd	Grasscutting, Invoice 4193	£288.00
Iona Taylor	Clerk's Expenses, October 2014	£40.64
Iona Taylor	Clerk's Wages, October 2014	£299.45
Iona Taylor	Clerk's Expenses, November 2014	£85.51
Iona Taylor	Clerk's Wages, November 2014	£341.35
Iona Taylor	Clerk's Expenses, December 2014	£32.62
Iona Taylor	Clerk's Wages, December 2014	£283.40
West Tanfield Memorial Hall	Invoice AS 154, Hire in Nov & Dec 2014	£14.00
West Tanfield Memorial Hall	Hire in January 2015	£14.00
Wicksteed Leisure Ltd	Playground Inspections	£162.00

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Iona Taylor	Bonfire Expenses	£103.66
HMRC	PAYE, November 2014	£8.40
HMRC	PAYE, December 2014	£24.00
TOTAL		£1,697.03
Receipts to be recorded:		
<i>Received From</i>	<i>Details</i>	
Computershare	5/4/14 - Interest on Consolidated Stock	£0.41
Computershare	7/7/14 - Interest on Consolidated Stock	£0.41
Computershare	6/10/14 - Interest on Consolidated Stock	£0.41
TOTAL		£1.23

12.3 Bonfire and fireworks event.

The event finances have now been finalised. It was noted that a profit of £372.40 had been made. It was agreed that this be put towards the cost of purchasing a de-fibrillator for West Tanfield.

The following transactions, in association with this event, were noted and approved:

<i>Income</i>		<i>Expenditure (exc. VAT)</i>	
Shop Collection	£4.33	Morrisons	£3.75
Abrasive Finishing Systems Ltd	£50.00	ASDA	£38.36
Peter Hull	£20.00	Publicity Postage	£8.06
David Parkinson	£25.00	Glowsticks.co.uk	£43.95
BK Webster Gunsmiths	£100.00	The Firework Factory	£416.67
Lafarge Tarmac	£500.00	Highside Butchers	£114.50
Freemasons Arms	£50.00	Clerk's Time	£159.00
Collection Tins on night.	£70.35	Clerk's Expenses	£32.79
Sale of Food & Glosticks	£369.80		
TOTAL	£1,189.48	TOTAL	£817.08

It was noted that expenses shown in italics (totalling £103.66 including VAT) have been reimbursed to the Clerk by cheque. Her time and expenses were paid through the normal procedures.

12.4 Hambleton and District Citizens Advice Bureau.

It was resolved that a donation of £50 be made to this organisation.

12.5 Payments to Clerk.

It was resolved that the Clerk be paid in accordance with the new NALC/SLCC recommendations from January 2015, at a rate of £10.84 per hour.

It was also resolved that, in accordance with the latest agreement, a one-off payment of £50 be made to the Clerk.

13. **PLANNING AND DEVELOPMENT**

13.1 Consultations on applications.

It was agreed that the Parish Council has no objections to application 15/00129/CAT for works to trees at Marmion House, Main Street, West Tanfield.

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

13.3 Minerals and Waste Local Plan (Supplementary Sites Consultation).

After receiving representations from those members of the public in attendance it was agreed that the Parish Council should respond to this consultation by expressing concerns, on a number of grounds, about the proposal for quarrying at land near Mill Cottages, West Tanfield.

14. **NEXT MEETINGS**

The next meetings were confirmed as being on 25th March 2015 (planning) and 15th April 2015. A planning meeting will be convened, if required, in February.

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15. ITEMS TO BE CONSIDERED AT THE NEXT MEETING

- Report on West Tanfield United Charities.
- Report from LUCT Liaison Meeting on 6/2/15.

16. EXCLUSION OF THE PRESS AND PUBLIC

It was resolved that the press and public be excluded for items 17, 18 and 19 due to the confidential nature of the business being considered.

17. COMPLAINT DATED 17TH SEPTEMBER 2014

17.1 Correspondence from Hambleton District Council's Monitoring Officer.

Receipt of two letters, dated 13th and 28th January 2015, were noted.

17.2 Report by Councillor Hull.

The Council considered whether Councillor Hull was competent to undertake the investigation into the complaint dated 17th September 2014 and whether it was content with the way the investigation had been conducted. Having decided both issues in the affirmative and having discussed the report the Council decided that the complaints against the Clerk were not upheld.

18. COMPLAINT ABOUT ALLEGED UNAUTHORISED RELEASE OF DATA BY THE PARISH COUNCIL

The Council noted receipt of a letter from the Information Commissioner's Office, dated 5th January 2015.

19. RECEIPT OF E-MAIL TITLED 'REQUEST AND COMPLAINT REGARDING TANFIELD PARISH COUNCIL'S MISUSE OF DATA'

It was noted that a subject access request has been received from a member of the public. Following advice received from the Information Commissioner's Office it was agreed that further clarification on the information required should be sought from the correspondent.

It was noted that the request is likely to take a significant amount of the Clerk's time to respond to and to have a cost implication for the council's budget.

Meeting closed at 20.55 hrs.

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

SIGNED: (Chairman)

DATE: