

# *Tanfield Parish Council*

## MINUTES OF THE ANNUAL PARISH COUNCIL MEETING

**DATE:** Monday 14<sup>th</sup> May 2012  
**TIME:** 19.30 hrs  
**LOCATION:** West Tanfield Memorial Hall  
**PRESENT:** Councillors David Parkinson (Chair), Richard Middleton (Vice-Chair) and Jim Beadle  
**IN ATTENDANCE:** Iona Taylor (Clerk)  
Steven Houston, John Moxon, Chris Pennock and Bob Trehwitt

**1. ELECTION OF CHAIRMAN AND SIGNING OF THEIR DECLARATION OF ACCEPTANCE OF OFFICE AND AGREEMENT TO ABIDE BY THE MODEL CODE OF CONDUCT**

After being proposed by Councillor Beadle and seconded by Councillor Middleton it was unanimously agreed that Councillor Parkinson be reappointed as Chairman.

**2. ELECTION OF VICE-CHAIRMAN AND SIGNING OF THEIR DECLARATION OF ACCEPTANCE OF OFFICE AND AGREEMENT TO ABIDE BY THE MODEL CODE OF CONDUCT**

After being proposed by Councillor Parkinson and seconded by Councillor Beadle it was unanimously agreed that Councillor Middleton be appointed as Chairman.

**3. WELCOME FROM THE INCOMING CHAIRMAN**

Councillor Parkinson welcomed all those present to the meeting. He also commented on the recent resignation of Brian Smith from the Parish Council and expressed the Council's thanks for all that he had done during his considerable time as a Councillor. It was noted that Brian Smith had cited pressures of work in his letter of resignation and that Hambleton District Council has been advised so that the necessary procedure to fill this vacancy can be instigated.

A heated exchange between Councillors and members of the public ensued, centering around the recent resignations of Peter Almack and Brian Smith, communications between the Parish Council, Clerk and Steven Houston (owner of the Long Acre, Thornborough) and filling of the vacancies on the Parish Council.

**4. DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA – none.**

**5. VACANCY ON EAST TANFIELD WARD**

**5.1 Applications received.**

It was noted that an application to be considered for co-option on to the Parish Council has been received from Derek Padgett of Mire Barf. It was further noted that Steven Houston has now withdrawn his application for this vacancy.

**5.2 Exclusion of the press and public.**

It was agreed that exclusion of the press and public was not necessary in this instance.

**5.3 Consideration of applications received.**

Mr Padgett's status as a long-standing resident of East Tanfield was noted and confirmed by Councillor Beadle.

**5.4 Co-option of a Parish Councillor and signing of their declaration of acceptance of office and agreement to abide by the model code of conduct.**

After being proposed by Councillor Beadle and seconded by Councillor Middleton it was unanimously agreed that Mr Padgett be co-opted on to the Parish Council.

**6. APOLOGIES**

Apoloies were received and accepted from District Councillor David Webster.

**7. MINUTES OF THE LAST MEETING**

The minutes of the last Annual Parish Council Meeting held on 9<sup>th</sup> May 2011 were agreed and signed.

**8. MATTERS ARISING – none.**

*The meeting was adjourned at 19.57 hrs to allow the Annual Parish Meeting to take place. It restarted at 21.00 hrs.*

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### 9. REPORT ON 2011/12 PARISH COUNCIL BUSINESS

#### Councillors

*David Parkinson* has served as Councillor and Chairman of the Parish Council throughout the year.

*Richard Middleton* has served as Councillor throughout the year.

*Jim Beadle* has served as Councillor since signing his declaration of acceptance of office at the meeting on 13<sup>th</sup> June 2011.

*Brian Smith* served as Councillor and Vice-Chairman of the Parish Council until April 2012.

*Peter Almack* served as Councillor until February 2012.

There are currently two vacancies on the Parish Council, the one for the East Tanfield ward is expected to be filled at the 2012 Annual Parish Council (see item 5).

#### Meetings

- The Parish Council has met 10 times since the 2011 annual meetings.
- 4 of these meetings were ordinary ones when a full agenda of business was considered.
- A further 6 meetings were held to consider planning applications and other urgent items of business.

#### Planning and Development

- The Parish Council has responded to consultations by Hambleton District Council on 10 planning applications.
- Proposals have ranged from an ice-cream parlour, to extensions to houses, to agricultural buildings to gyms and pools.
- The Parish Council responded to the consultation being carried out on Tarmac's Langwith House Farm application to extend Nosterfield Quarry.
- The Parish Council has responded to further consultations on the Minerals and Waste Development Framework carried out by North Yorkshire County Council.
- The Parish Council has liaised with North Yorkshire County Council's planning enforcement officer regarding the completion of the restoration of the landfill site.
- The Parish Council responded to a consultation document setting out a vision for the Thornborough Henges and surrounding area.
- The Parish Council has expressed an interest in playing a leading role in the future management of the Henges and surrounding area and continues to liaise with landowners, especially Tarmac Ltd.
- The Parish Council was represented by Peter Almack at the planning enquiry into development at Wath Mushroom Farm.

#### General

- The Thornborough village sign has now been erected.
- David Parkinson has represented the Parish Council on West Tanfield Memorial Hall and the Lower Ure Conservation Trust's management committees.
- A successful bonfire and fireworks event was once again held in November 2011.
- The Parish Council continues to manage the three play areas in the parish.
- The Parish Council has relied on its fault reporting protocol to refer a number of issues to the relevant authority.
- The Council continues to monitor, and respond as appropriate, to developments brought about by the Localism Act.
- Performance management / an appraisal has been carried out on the Clerk.
- The Parish Council has continued to operate the parish caretaker scheme.
- The Parish Council liaised with Highways North Yorkshire and North Yorkshire Police about vehicles speeding through the villages in the parish. The outcome of this was that the perceived speeds were higher than actual recordings, so no further action will be taken. The Parish Council hopes that a proposed policy for the provision of mobile vehicle activated signs may provide a solution for further traffic calming at perceived problem sites.
- The Parish Council has corresponded with Highways North Yorkshire on a number of minor issues / faults.

### 10. FINANCIALS

#### 10.1 2011/12 accounts.

After being proposed by Councillor Beadle and seconded by Councillor Middleton the 2011/12 accounts were unanimously approved.

#### 10.2 Internal auditor's opinion on the 2011/12 accounts.

Mr Place's opinion on these accounts was as follows:

"I have today audited the Tanfield Parish accounts and have found them to be entirely in order in accordance with the proper practices guidance (Appendix 9 of the Practitioner's Guide)."

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10.3 Annual Return.

The Annual Return, including the Accounting Statements and Annual Governance Statement, was completed and approved.

10.4 Internal Audit Report.

The Internal Audit Report for 2012/13, including the Statement of Internal Control, Annual Audit Plan and the Annual Review of the Effectiveness of Internal Audit was approved and signed.

**11. QUARRY LIASION REPRESENTATIVE**

11.1 Report from 2011/12 representatives.

It was noted that only one quarry liaison meeting had been held during the past year and the report previously submitted to the January 2012 Parish Council Meeting was noted.

The impending merger of Tarmac and Lafarge and the implications that it may have on the Nosterfield Quarry were considered.

It was noted that Councillors had met with representatives of Tarmac Ltd prior to this meeting to discuss progress with the Langwith Farm extension planning application.

11.2 Appointment of representatives for 2012/13 year.

It was agreed that John Moxon and Iona Taylor should continue as the Council's representatives.

**12. WEST TANFIELD MEMORIAL HALL REPRESENTATIVE**

It was agreed that Councillor Parkinson should continue as the Parish Council's representative on the hall's management committee.

**13. COUNCIL'S DOCUMENTS**

The following documents were reviewed and approved, with amendments as noted:

- Standing Orders – approved with one minor amendment to correct a spelling mistake.
- Financial Regulations
- Asset Register – approved, however it was noted that changes will be required to reflect the additional lawnmower that is being given to the Parish Council.
- Financial Risk Assessment
- Risk Assessment

**14. QUESTIONS AND COMMENTS FROM MEMBERS OF THE PUBLIC – none.**

Meeting closed at 21.16 hrs.

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

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

**DATE:** .....