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**GRANTLEY, SAWLEY, SKELDING AND EAVESTONE PARISH COUNCIL**  
**MINUTES OF A PARISH COUNCIL MEETING**

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DATE: Tuesday 13<sup>th</sup> March 2012  
TIME: 19.34 hrs (After the Grantley Ward Annual Parish meeting).  
LOCATION: Grantley Village Hall  
PRESENT: Ted Dodsworth (Chairman), Martin Kirbitson (Vice-Chairman), Trevor Kitchen, Mike Lumb, John Scannell and Ken Walmsley.  
IN ATTENDANCE: Iona Taylor (Clerk)  
District Councillor Margaret Atkinson and County Councillor Paul Richardson.  
Arlene Flexman

**1. WELCOME**

Councillor Dodsworth welcomed all those present to the meeting.

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

**3. PUBLIC QUESTIONS OR STATEMENTS**

Arlene Flexman (on behalf of her husband Ted) thanked the Council for the work that has been carried out by the parish caretaker.

**4. APOLOGIES**

Apologies were received and accepted from Parish Councillor June Learoyd and received from P.C. Gareth Jones, P.C.S.O. Sharon Wilson, John Bostock and Ted Flexman.

**5. MINUTES OF THE LAST MEETING**

The minutes of the last meeting held on 19<sup>th</sup> January 2012 were approved and signed.

The minutes of the meeting held in November 2011 were signed following their previous approval.

**6. ITEMS CARRIED FORWARD FROM THE LAST MEETING**

**6.1 Grantley noticeboard.**

As no quotations have been forthcoming from local contractors it was agreed that the Parish Council's preferred option would now be to purchase a board from Arien signs at a cost of £899 + VAT for a two-door model which displays 8 full sheets of A4.

This recommendation will be taken to the next Grantley Village Hall Management Committee meeting as it has previously been agreed that they will contribute 50% of the cost of the new board. It was noted that there are currently commuted sums available which could be used for this purpose and this suggestion will also be put to the Committee.

**6.2 Fence at Picking Gill – no progress to be reported.**

**6.3 Broadband upgrade.**

The Clerk reported on correspondence from Julian Smith MP, thanking the Parish Council for its support on this issue, but directing it to North Yorkshire County Council.

County Councillor Paul Richardson advised the Parish Council to wait until the County's mainstream broadband programme comes online (expected to be next year), but will provide the appropriate contact details for this area so the Clerk can register its interest in becoming a pilot zone. However, it was noted that the speed of the faster broadband is only expected to be up to 2MB.

**6.4 Oil purchasing co-operative.**

It was noted that a volunteer to become the co-ordinator for such a group has still not come forward from within the parish. It was agreed that the Clerk should report further on this matter once she has helped to establish a group in North Stainley.

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**7. UPDATE ON COMMUTED SUMS FUNDING APPLICATIONS / PROJECTS**

Confirmation has been received from Harrogate Borough Council that up to £331.35 of funding is available for works identified by the Friends of the wildlife garden. The project is to improve the garden and the environs of Sawley with flower tubs and plant plugs to increase the diversity of garden planting, installing a garden bench seat and installing a new post and rail fencing to part of the garden's southern boundary.

Progress is also being made with regard to the purchase and planting of Jubilee trees in each ward of the Parish. A location still needs to be identified for the Grantley tree. Councillor Scannell is to speak to Fountains school about locating it in their grounds.

**8. PARISH ROOM PROCEEDS**

**8.1 Renovation of Sawley Church Clock.**

It was noted that two quotations have already been received for giving the clock at St. Michael & All Angels church a complete overhaul, to include restoring the chiming mechanism. A third quotation is expected within the next two weeks.

It was agreed that (unless the third quotation is more than 10% cheaper) the Council's preferred contractor is Time Assured, who quoted £4239 for the works, as their engineer has previously carried out maintenance on this clock when he worked for another company.

When the third quotation is received the Parish Council's recommendations will be forwarded to the P.C.C. for their consideration and approval to proceed.

**8.2 Sawley Small Grants Scheme.**

It was noted that the Grants Panel had met prior to this meeting. It was attended by Councillor Ted Dodsworth, Councillor Trevor Kitchen, John Bostock and Arlene Flexman. Three applications had been considered. The Panel's recommendations, as set out below, were accepted by the Parish Council

- That a grant of £200 be offered to Roseleen Johnston of Birka Carr Farm to help towards the cost of accordion lessons, subject to Ms Johnston being willing to participate in one of the regular concerts in Sawley.
- That a grant of £642.47 be given to cover the cost of Jubilee celebrations in Sawley on 2<sup>nd</sup> June 2012.
- That a grant of £598 be made to the Friends of Fountains School to pay for the purchase of Jubilee commemorative items for each of the children from the Sawley ward who attend the school.

**8.3 Yorkshire Bank account opening.**

It was agreed that this be deferred until after the May elections so that current signatories can be named on the account.

**9. HIGHWAYS**

**9.1 Highways maintenance programme 2012.**

Carriageway surfacing and patching works are planned to take place in the next few months on the road between Laverton and Harper Hill and Eavestone Lane in Eavestone. Roads will be closed to allow the works to be carried out.

It was also noted that despite previous notification improvements had not been carried out at Hebden Bank. The Clerk will seek further details.

**9.2 To receive a report from County Councillor Paul Richardson on Sawley bus bay scheme.**

The Clerk has been actively pursuing this item in recent weeks and so, because of the objections from neighbours, County Councillor Richardson has been asked by the Area 6 Starbeck Highways Office to give his approval for the project to go ahead.

Councillor Richardson has now visited the site and considers that the objections (about a reduction in available parking) can be overcome by way of only restricting the use of the bay for this purpose when buses are expected. Councillor Richardson will therefore recommend that the project goes ahead.

The Clerk will continue to pursue this item.

**9.3 Outstanding highways issues.**

The Clerk was asked to report a number of highway defaults.

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**10. PARISH CARETAKER**

It was agreed that the caretaker be asked to carry out extensive litter picking on the verges in the parish. Councillor Scannell has met with Rob Goodridge from the Walled Garden Scheme and agreed how the picnic benches on Grantley playing field should be secured so as to stop them being moved under the play equipment, but still facilitate easy grasscutting.

**11. CORRESPONDENCE**

The Clerk reported on items received, including:

**11.1 CPRE – Supporting Communities in Planning.**

The Clerk urged all Councillors (who are standing for re-election) to attend this training, which is the first in a series relating to the Localism Act 2011. The Clerk will send Councillors an information pack relating to the Localism Act prior to 31<sup>st</sup> March.

**11.2 Ripon library opening hours.**

Details of changes to the opening times of Ripon Library which will be implemented from w/c 4<sup>th</sup> June 2012 have been received. The new times will be Mondays 10am to 6pm, Tuesdays to Fridays 10am to 5pm and Saturdays 10am to 2pm.

**11.3 Low Grantley recycling.**

It was noted that Harrogate Borough Council has incorporated Low Grantley onto the garden waste collection service.

**11.4 Advice note on public interest reports.**

YLCA has written an advice note as a result of an increase in Public Interest Reports in this area. These reports are produced by external auditors when the financial records and internal scrutiny of a local council or parish meeting are inadequate.

Key measures that parish councils should be undertaking are outlined in the advice note – the Clerk provided confirmation that these are already incorporated in this Council's standard documents, or are routinely undertaken as a matter of good practice.

**12. FINANCIALS**

**12.1 Bank balances as at 13<sup>th</sup> March 2012.**

• HSBC Current a/c .....	£984.42
• HSBC Savings a/c.....	£7972.37
• HSBC Special Projects a/c.....	£505.70
• HSBC Parish Room Current a/c.....	£35.19
• HSBC Parish Room Savings a/c .....	£65,609.46
• HSBC Sawley Small Grants Scheme a/c.....	£4,184.09
• Santander High Interest Bond .....	£50,000.00
• Skipton Bond .....	£32,876.26

**12.2 Payments made prior to or at this meeting.**

The following payments were approved and recorded:

• The Walled Garden Scheme (Caretaker, January 2012 – Invoice 733) .....	£144.00
• The Walled Garden Scheme (Caretaker, February 2012 – Invoice 750).....	£162.60
• Iona Taylor (Clerk, January & February 2012) .....	£321.82
• Iona Taylor (Parish Room Proceeds Work, January & February 2012).....	£35.19

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12.3 Monies received prior to or at this meeting.

The following receipts were recorded:

- North Yorkshire County Council (LEADER funding for caretaker) ..... £244.03
- Harrogate Borough Council (Commutated Sums for Grantley picnic tables) .....£94.50
- HMRC (Refund of tax paid on Parish Room Proceeds Savings a/c) ..... £260.64

12.4 Appointment of Internal Auditor for the 2011/12 accounts.

It was agreed that Mr A H Place of Mallorie Court, Ripon be appointed as the Council's auditor. His charge for this service will be £40.

12.5 Internal Audit Report for 2011/12.

The Internal Audit Report (including the Statement of Internal Control, Annual Audit Plan and Annual Review of the Effectiveness of Internal Audit) was approved and signed.

12.6 Membership of YLCA.

It was agreed to renew the Council's membership of this organisation for 2012/13 at a cost of £159.

**13. PLANNING APPLICATIONS**

13.1 Consultations on applications – none.

13.2 Comments on applications sent to Harrogate Borough Council since the last meeting – none.

13.3 Decisions and updates on applications, appeals and enforcement investigations.

Reference	Proposal	Update / Decision
6.51.14.L.LB 11/04947/LB & 6.51.14.K.FUL 11/04946/FUL	Listed building application for alterations to facilitate the conversion of an attached barn to additional living accommodation and sub-division of part of farm house to form separate one bedroomed holiday let.	Passed
Planning Enforcement: 11/00524/PR15	Alleged unauthorised extension of domestic curtilage at 3, Town End Cottages, Grantley.	Certificate of lawfulness application now submitted.
Planning Enforcement: 11/00234/PR15	Erection of timber summerhouse on agricultural land and works to pond at Old Home Farm, Grantley.	Planning application required.
Appeal Ref: APP/E2734/C/09/ 2113207	Appeal against enforcement notice re construction of a building comprising a triple garage and agricultural store at Badger's Holt, Risplith.	Unauthorised store removed, new structure permitted development.

**14. NEXT MEETINGS**

The next meetings were confirmed as being on 17<sup>th</sup> May 2012 at 19.30 hrs in Sawley Village Hall.

**15. ITEMS TO BE CONSIDERED AT THE NEXT MEETING – None.**

**16. DISTRIBUTION OF ELECTION NOMINATION PAPERS**

Papers were given to those Councillors wishing to stand for re-election.

Ken Walmsley and Ted Dodsworth have indicated that they will not be standing for re-election and were thanked for the work they have carried out during their time on the Council.

Meeting closed at 20.53 hrs.

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

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

**DATE:** .....