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

DATE: Tuesday 12th March 2013
TIME: 19.30 hrs
LOCATION: Grantley Village Hall
PRESENT: Councillors John Scannell (Chair), Martin Kirbitson (Vice-Chair), Trevor Kitchen, June Learoyd, Mike Lumb and Martin Soley.
IN ATTENDANCE: Iona Taylor (Clerk)
District Councillor Margaret and Mr Mike Atkinson
County Councillor Paul Richardson

1. WELCOME

Councillor Scannell welcomed all those present to the meeting.

2. DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA

Councillor Kitchen declared an interest in item 11.1 as he is a member of the Sawley Arts Group.

3. PUBLIC QUESTIONS OR STATEMENTS

It was noted that this would be County Councillor Richardson's final attendance at a meeting of this Parish Council. Councillor Richardson spoke to the meeting in a farewell address.

It was resolved that this Council's thanks for the work carried out by Councillor Richardson during his time on the County Council be expressed and recorded.

4. APOLOGIES

Apologies were received from Ted Flexman.

5. MINUTES OF THE LAST MEETING

It was resolved that the minutes of the last meeting held on 17th January 2013 be approved and signed.

6. ITEMS CARRIED FORWARD FROM THE LAST MEETING

6.1 Oil Club order.

The Clerk reported that the Oil Club's first order had been placed on 11th February. 7 members had placed orders totalling 5100l. The price had been 62.75p / litre.

After discussion it was noted that the scheme had been set up according to the principles recommended by Rural Action Yorkshire and that local residents only have to participate if they wish. The scheme will be reviewed by the Parish Council at its next meeting.

6.2 Grantley noticeboard.

Councillor Lumb reported that the noticeboard is being constructed and should be installed in Grantley within the next few weeks.

6.3 Maintenance of trees on Sawley Village Green – to be considered at next meeting.

7. RECREATION

7.1 Sawley trail schemes.

It was noted that a successful consultation event had been held on 2nd March 2013. The schemes proposed by four play equipment suppliers were displayed and feedback sought on both the designs and the principal of such a scheme. It was noted that 80% of responses received supported the provision of play equipment on Sawley Village Green and of those favourable responses, 61% preferred a scheme proposed by Playforce.

The following points were therefore agreed:

- On the basis of having carried out two public consultations which showed strong local support it was resolved to proceed with the implementation of a scheme to provide additional play equipment on Sawley Village Green.
- It was resolved that Playforce be appointed as the Parish Council's preferred supplier of any equipment.
- The Clerk was authorised to submit funding applications to cover as much of the cost of providing new equipment as possible, but it was agreed to allocate Sawley Parish Room proceeds to cover any deficit.

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

- It was agreed that an informal Working Party should meet with Playforce to refine their scheme for further consideration by the Parish Council in due course.

Councillor Kitchen's concerns about increased parking on the Village Green, brought about by people using the new equipment, were noted. It was agreed that this will be addressed in the future if it becomes an issue; however the potential benefits of the scheme are thought to outweigh any concerns.

7.2 Weekly playground inspection reports.

Recent reports on the Grantley and Sawley sites were received from Councillors Scannell and Kirbitson. The Clerk will investigate options for the online reporting of inspection findings.

8. PARISH CARETAKER

8.1 2013/14 caretaker contract.

It was noted that seven applications had been received from a variety of companies; both local and from further afield.

The Clerk reported on the applications received and produced a shortlisting document for the Council's consideration. As a result of this exercise the Clerk recommended that the Council appoint DTMS as the caretaker for the 2013/14 period.

After consideration it was resolved that the Walled Garden Scheme be offered a three month extension to their current contract (until 30th June 2013), the purpose of this being to give an opportunity for them to prove that they can meet the standards of service being offered by other companies.

8.2 Tasks to be undertaken.

- Replace manhole cover of drain at edge of car park on Sawley Village Green.
- Litter picking on verges.

9. VACANCY ON PARISH COUNCIL

It was noted that no interest had been shown in the vacancy. It was resolved that the position should be readvertised.

10. EMPLOYMENT ISSUES

10.1 Report from Clerk's appraisal.

It was noted that the appraisal had been carried out by Councillors Scannell and Lumb on 29th January 2013. A constructive discussion had taken place, targets have been set and positive feedback received from all parties.

10.2 Payroll from April 2013.

The Clerk reported that she is in a position to take over administration of the Council's payroll from April 2013, using 'Payroll Manager' software from Moneysoft.

10.3 Employment issues training.

It was noted that Councillor Scannell and the Clerk will be attending training on Employment Issues, provided by the Yorkshire Local Councils Association, on 23rd March 2013.

11. PARISH ROOM PROCEEDS

11.1 Sawley Arts Group.

It was resolved that the Arts Group's application to the Sawley Small Grants Scheme, for £265 of funding towards the cost of holding workshops, be approved.

11.2 Sawley Church Clock.

The Clerk reported that final works to the clock (ensuring that it keeps accurate time and adjusting the hammer to refine the sound it makes) still need to be carried out, but have been hampered by the weather.

The Parish Council is retaining the final payment to Time Assured, of £1114, until such time as the works are completed satisfactorily. The total cost of renovating the clock will have been £5353.

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

12. HIGHWAYS

12.1 Resurfacing works in Grantley.

It was noted that resurfacing works on the road to Town End have recently been carried out. The works are to a high standard and it was resolved that the Parish Council's thanks to County Councillor Richardson and Highways North Yorkshire be expressed and recorded.

12.2 Maintenance of Back Lane, Grantley.

Councillor Scannell advised that he had spoken to a highways consultant about this matter, although a formal opinion is still awaited. Concerns about forcing the Highways Authority into designating the lane as a bridleway rather than a highway were noted. Suggestions such as recharging neighbouring landowners and asking the parish caretaker to carry out clearance works were discussed.

12.3 Progress with previously reported faults.

The contents of the Clerk's report, as summarised below, were noted.

<i>Ref.</i>	<i>Fault</i>	<i>Update</i>
G&S 2-12	The Way to 'Birmham' Rocks – incorrect signage at Sawley Moor Lane.	Sign ordered. Check fitted 1/4/13.
G&S 3-12	Faded 30mph sign, Lowgate Lane	Replacement ordered in November 2012. To be checked if now in situ.
G&S 1-13	Potholes near Horsleygate Farm, Low Grantley to B6265.	Clerk viewed temporary repairs being effected during w/c 11/2/13.
G&S 2-13	Fallen sign at St. Michael's Mead, Sawley.	Has been reinstated – 11/2/13.
G&S 3-13	Condition of Lowgate Lane, Sawley.	Poor condition reported by Val Burghardt (23.2.13). Concerns forwarded to HNY.

12.4 New faults to be reported to Highways North Yorkshire.

- Potholes near Sawley Hall.
- Cattle grid at Smaden Head near junction of B6267 to Brimham Rocks.

13. CORRESPONDENCE

The Clerk reported on items received, including a consultation by the recently elected Commissioner on the Police and Crime Plan.

14. FINANCIALS

14.1 Financial Report.

It was resolved that a report containing the following information be approved and recorded by the Council:

Bank Balances as at 12/3/13:

HSBC Current a/c - ****9716	£402.32
HSBC Savings a/c - ****9208	£10,859.68
HSBC Special Projects a/c - ****4933	£506.06
HSBC Parish Room Proceeds Current a/c - ****1839	£506.06
HSBC Parish Room Proceeds Savings a/c - ****1847	£29,093.48
HSBC Sawley Small Grants Scheme a/c - ****2224	£2,745.24
Santander Bond	£50,000.00
<i>Long Term Investments</i>	
Cambridge Building Society Bond	£32,750.00
Skipton Bond	£32,750.00
TOTAL	£159,612.84

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

Payments approved and recorded:

<i>Payee</i>	<i>Details</i>	
Sawley Village Hall	Hall Hire for Consultation	£20.00
RCL Walled Garden	Invoice 1109 - Caretaker, January 2013	£144.00
HMRC	PAYE (January & February 2013)	£74.62
Iona Taylor	Clerk - January 2013	£238.87
Iona Taylor	Clerk - February 2013	£149.78
TOTAL		£607.27

Recorded receipts:

<i>Received From</i>	<i>Details</i>	
North Yorkshire County Council	LEADER Instalment	£208.52
TOTAL		£208.52

14.2 Procedures for payment of PAYE to HMRC.

It was agreed that at each meeting the Clerk should be provided with two prepared cheques for HMRC. This will enable her, after advising Councillors Scannell and Kirbitson of the amount, to pay HMRC within the required timescale.

14.3 Appointment of Internal Auditor for 2012/13 period.

It was agreed that Mr A H Place of Mallorie Court, Ripon be appointed as the Council's auditor for the 2012/13 financial year. His charge for this service will be £40.

15. PLANNING APPLICATIONS

15.1 Consultations on applications – none.

15.2 Comments on applications sent to Harrogate Borough Council since the last meeting.

<i>Reference</i>	<i>Proposal</i>	<i>Comments Sent</i>
6.51.11.H.FUL 12/04870/FUL	Erection of agricultural building at The Old Stables, Risplith	No objections.

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

<i>Reference</i>	<i>Proposal</i>	<i>Update / Decision</i>
6.42.66.LB 12/04605/LB	Listed building consent for the conversion of dwelling to form lettable rooms in association with Hotel with internal alterations to include installation of new door openings and stud walls at East Lodge, Grantley Hall, Grantley.	Passed
6.51.13.H.FUL 12/04843/FUL	Erection of detached garage at Ruffe House, Sawley.	Refused.
6.42.36.H.FUL 12/04376/FUL	Formation of tennis court to replace riding arena with erection of 3m high fence at Old Hall Farm, Grantley.	Passed
6.51.11.H.FUL 12/04870/FUL	Erection of agricultural building at The Old Stables, Risplith	Withdrawn.

15.4 Appeal against refusal of permission for a dwelling at the Coal Stock Yard, Risplith.

It was noted that an appeal has been lodged in respect of the Borough Council's refusal of application 12/03964/FUL for a dwelling at the Coal Stock Yard, Risplith.

It was resolved that the Parish Council should submit a letter to the Planning Inspectorate restating its objections to this proposal.

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

16. NEXT MEETINGS

The next meetings were confirmed as being on 16th May 2013 at 19.30 hrs in Sawley Village Hall. The programme of meetings on that date will include the Sawley Ward Annual Parish Meeting, the Annual Parish Council Meeting and a Parish Council meeting.

17. ITEMS TO BE CONSIDERED AT THE NEXT MEETING

- Logo.

Meeting closed at 20.55 hrs.

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

SIGNED: (Chairman)

DATE: