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

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DATE: Thursday 23<sup>rd</sup> July 2015  
TIME: 19.30 hrs  
LOCATION: Grantley Village Hall  
PRESENT: Councillor Martin Kirbitson (Chairman), Mike Lumb (Vice-Chairman), June Learoyd and John Scannell  
IN ATTENDANCE: Iona Taylor (Clerk)  
District and County Councillor Margaret Atkinson  
Mike Hurford and Howard Mountain.

**1. WELCOME**

Councillor Kirbitson welcomed all those present to the meeting.

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

**3. REQUESTS FOR DISPENSATIONS – none.**

**4. PUBLIC QUESTIONS OR STATEMENTS – none.**

**5. APOLOGIES**

No apologies had been received prior to this meeting. It was thought that Councillor Kitchen was on holiday.

**6. MINUTES OF THE LAST MEETINGS**

It was resolved that the minutes of the following meetings be approved and signed:

- 2015 Annual Parish Council Meeting
- Parish Council Meeting held on 26th May 2015.

**7. ITEMS CARRIED FORWARD FROM THE LAST MEETINGS**

**7.1 Sawley recycling area.**

It was noted that the owners of Glebe Cottage have responded to a request that they remind guests in their house to dispose of their rubbish and recycling responsibly. The Village Hall has been asked to put out a similar request to their hirers and a note was included in the Council's last newsletter.

The paper / cardboard recycling bank has been removed by Harrogate Borough Council.

Yorkshire Air Ambulance have accepted the offer of allowing them to install a textile recycling bank.

**7.2 Community De-Fibrillators.**

The Clerk reported that the price of a de-fibrillator is in the region of £1,500. She has not yet been able to identify any funding sources, other than the Parish Room funds for the provision of a machine in Sawley.

It was suggested that the Nidderdale AONB be approached to determine if they have any available funding.

**7.3 Demolition of Bountain Hill sign.**

There was no further correspondence to be reported on this matter.

Councillors expressed a desire for the concrete fencing to be replaced.

**7.4 Registration of common land with Land Registry – no progress to be reported.**

**8. VACANCIES ON THE PARISH COUNCIL**

It was noted that Martin Soley (representing the Skelding ward) and Stuart Green (representing the Sawley ward) have resigned from the Council.

Harrogate Borough Council has been notified and has instigated the necessary process to fill the vacancies. This begins with an opportunity for the electors of the relevant wards to call an election. If, as expected, this doesn't happen then the Council will be free to 'co-opt' or choose new Councillors. The vacancies will be advertised in the Council's next newsletter.

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**9. STANDING ORDERS**

**9.1 Updated orders.**

It was agreed that these should be amended to take in to account the Council's decision about considering planning applications (see 9.2).

**9.2 Consultations on planning applications.**

The Clerk's suggestion of a schedule of monthly meetings to enable all planning applications to be considered at Parish Council meetings was not accepted by Councillors.

It was resolved that the Clerk should continue to be given the delegated authority to respond to planning applications, received in between meetings, after consultation with the relevant ward Councillor(s).

**10. SUPERFAST BROADBAND IN GRANTLEY**

Councillor Lumb reported on a well attended public meeting with Julian Smith MP, held on 26<sup>th</sup> June 2015.

Mr Smith had agreed to action three points:

1. Seeking a meeting with BT to discuss perceived problems with the existing infrastructure in Grantley which means that varying broadband speeds between 1.2 and 7.2 MB/Seconds are being achieved by households.
2. Facilitating discussions between BT and LN Communications to hasten infrastructure upgrades at Sutton Bank which would allow the radio signal solution to be brought to Grantley.
3. Petitioning Superfast North Yorkshire to move Grantley into the next phase of upgrading works for superfast broadband.

Councillor Lumb asked that the community's thanks to Mr Smith for his work on this matter be recorded.

**11. NORTH YORKSHIRE COUNTY COUNCIL'S PROVISION OF LIBRARIES**

It was noted that the results of North Yorkshire County Council's recent survey had shown that the public do not want their libraries, including Ripon, to be predominantly run by volunteers.

The County Council is therefore reviewing its strategy for the future provision of libraries in the county.

**12. SPEED CHECKS IN SAWLEY**

A letter has been received from the York & North Yorkshire Road Safety Partnership containing the results of recent speed checks carried out in Sawley. The letter states that:

"The speed data obtained indicates average speeds of 27mph northbound and 29.1mph southbound. The speeds of vehicles at this location are within the range of speeds associated with the existing 30 speed limit .... The assessment has not identified a speeding or collision problem. Regrettably, we cannot take any further action at this time. Collisions are however monitored and should there be a significant change in this locality then the site would be reassessed."

Councillors expressed dissatisfaction with these results as it was felt that they do not take in to account factors such as vehicles slowing down to turn off or on to the main road through the village.

It was agreed that a copy of the full results should be obtained and forwarded to Councillor Scannell for examination.

**13. USE OF SAWLEY VILLAGE GREEN FOR EVENTS**

It was resolved that the previously circulated draft policy should be agreed and adopted.

It was also agreed that the finish time for events should be in line with the cut off time prescribed by the Village Hall.

**14. PARISH ROOM PROCEEDS**

It was noted that the Council's one year investment with the Co-operative Bank has now matured. The maturation value is £50,750.01.

It was agreed that this amount be reinvested in a one-year Business Fixed Rate Deposit Account paying 1.125% gross interest.

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**15. PENSIONS**

A letter has been received from the Pensions Regulator containing the following information:

“The law on workplace pensions has changed. Every employer with at least one member of staff must automatically enrol those who are eligible into a workplace pension scheme and contribute towards it...

We are contacting all employers to notify them of their duties and their staging date, which is the date when the law comes into effect for you...

The staging date for Grantley, Sawley, Skelding & Eavestone Parish Council is 1st July 2017.”

It is likely that the Clerk (the Council’s only current employee) will be given the right to join a pension scheme provided by the Parish Council, although the Council will not be required to make contributions to it.

At this stage the Parish Council is only required to nominate a contact to receive all future correspondence from the Pensions Regulator. It was agreed that this should be the Clerk.

**16. HIGHWAYS**

**16.1 Resurfacing works near Low Grantley.**

It was noted that extensive resurfacing works have taken place near Horsleygate Farm in Low Grantley.

**16.2 Outstanding highways works.**

- Back Lane to Low Grantley – requires ongoing maintenance to ensure that it remains clear.
- Bollards / signs on triangle of land near Old School House need removing.
- There are three substantial potholes on the Back Lane road at High Grantley. The general condition of this road surface is poor.

**17. MAINTENANCE**

**17.1 Parish Caretaker task list.**

It was noted that a task list has been issued for works in July, August and September. It can be viewed online at: <http://www.gssepc.btck.co.uk/ParishCaretaker>

The outside faces of the phone kiosk in Grantley have been re-painted. The Clerk will check to ensure that the roof and inside is also painted.

Cutting back the edges of the footpath at the front of Sawley Village Green will be included on the next task list.

The caretaker has carried out emergency works on the see-saw in Grantley play area. The Clerk will liaise with DTMS to ensure that any necessary works are carried out as soon as possible to bring the piece of equipment back in to service.

**17.2 Re-painting of post box in Grantley.**

The Clerk reported that she had been corresponding with the Chief Executive Officer of Royal Mail Group, Moya Greene. Ms Greene’s latest letter stated:

“I am sorry to hear that we failed to keep our promise ... to refurbish the post box in Grantley by March 2015 and your understandable frustration for the delay.

My Senior Team have contacted the Royal Mail Property Project Manager ... who has issued an order to paint and repair the post box as necessary. The work target completion date is the end of August.”

**17.3 Sawley play area weekly inspection sheets.**

Councillor Kirbitson advised that he has retained this information on a spreadsheet on his computer.

**17.4 Weekly inspection of play areas.**

It was resolved that the Clerk should undertake the weekly play area inspections at both Grantley and Sawley from now on.

**17.5 Cradle swings for Grantley playground.**

After considering two quotations it was agreed that an order should be placed with Playdale Playgrounds Ltd for two new cradle swing seats at Grantley playground. This is at a cost of £114.38 + VAT.

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17.6 Future maintenance of track across Sawley Village Green.

It was noted that the current position is as follows:

- The owners of the Parish Room and Green Farm are awaiting further contact from the Parish Council about regularising the position about future maintenance contributions.
- It has been established that the Village Hall has access rights over the Village Green, although the exact extent of these rights is unclear.
- The owners of Glebe Cottage have been given notice that the Parish Council considers that they have no established access rights to their property for business use. They have also been advised that the Parish Council expects to seek contributions to any future maintenance costs.

The Clerk's suggestion of the Sawley ward Councillors and herself meeting privately to come up with proposals to resolve any outstanding issues was accepted. Any proposals for future action will be brought to a future Parish Council meeting for consideration and agreement. This may include a proposal to appoint an external consultancy firm to undertake work on apportioning future maintenance costs.

17.7 Repair of Picking Gill boundary wall.

Councillor Kirbitson agreed that he would try to walk to the site and try to make contact with the adjacent landowner / tenant.

**18. CORRESPONDENCE**

The Clerk reported on items received, including:

18.1 North Yorkshire County Council's awards for community projects/groups and individuals.

It was noted that North Yorkshire County Council have implemented these new awards which seek to recognise projects, groups or individuals which make a positive difference to their communities. Nominations should be sent to the Clerk in the next few days.

18.2 Changes to Harrogate Borough Council's Supplementary Planning Documents (SPDs) on the provision of open space and village halls in connection with new housing development.

A ministerial statement issued by the Government in November 2014 and changes to National Planning Policy Guidance mean that developer contributions for affordable housing and tariff style planning obligations (commuted sums) cannot be sought by planning authorities in certain circumstances.

This means that, with immediate effect, the Borough Council will no longer be able to require applicants to pay commuted sums from residential developments of 5 dwellings or less in designated rural areas (including North Stanley with Sleningsford Parish) or 10 dwellings or less which have a maximum combined gross floorspace of no more than 1000sqm in all other areas. As a consequence there will not be as much funding available through commuted sums for the provision of open spaces and village halls.

18.3 North Yorkshire Fire & Rescue Service.

Notification has been received about a consultation taking place over the summer about proposals for changes to the way the Fire and Rescue Service organises some of its resources for response to fires and other emergencies. Details will be forwarded to Councillors and this item will be included on the agenda of the September meeting.

18.4 The Cambridge Building Society.

Details have been received of minor changes to the terms and conditions applied on the Council's two year investment. The changes do not materially affect the running or terms of the account.

18.5 Came & Company Local Council Insurance.

An announcement has been received that Came & Company Local Council Insurance Brokers has joined the Stackhouse Poland Group from this month ([www.stackhouse.co.uk](http://www.stackhouse.co.uk)). The Parish Council has recently taken out a three year policy with Came & Company.

They have advised that it will be business as usual, continuing to concentrate on delivering service to their clients.

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**19. FINANCIALS**

**19.1 Financial report.**

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

<i>Bank Balances as at 1/7/15:</i>		
HSBC Current a/c - ****9716		£688.00
HSBC Savings a/c - ****9208		£13,606.08
HSBC Parish Room Proceeds Current a/c - ****1839		£1,322.28
HSBC Parish Room Proceeds Savings a/c - ****1847		£13,095.85
HSBC Sawley Small Grants Scheme a/c - ****2224		2212.41
Cambridge Building Society - Interest Accrued on 2 Year Council Bond		£810.04
Co-Operative Fixed Rate Account		£50,000.00
<b>TOTAL</b>		<b>£81,734.66</b>
<i>Payments to be approved and recorded:</i>		
<i>Payee</i>	<i>Details</i>	
Iona Taylor	Clerk's Wages - May 2015	£356.75
Iona Taylor	Clerk's Expenses - May 2015	£48.76
Iona Taylor	Clerk's Wages - June 2015	£200.71
Iona Taylor	Clerk's Expenses - June 2015	£97.09
HMRC	PAYE, May 2015	£36.20
HMRC	PAYE, June 2015	£18.80
Farm & Land Services Ltd	Grasscutting, Invoice 4287	£276.00
DTMS	June Caretaker	£234.00
<b>TOTAL</b>		<b>£911.56</b>
<i>Receipts to be recorded:</i>		
<i>Received From</i>	<i>Details</i>	
HMRC	VAT 1/4/15 - 31/5/15 (Applied For)	£148.25
<b>TOTAL</b>		<b>£148.25</b>

**19.2 Playground Inspection Course.**

It was resolved that this Council should make a contribution of £13.75 towards the cost of the Clerk attending a RoSPA basic half day 'Routine Playground Inspection Course for Volunteers'.

**19.3 Internet banking payments.**

The Clerk reported that the Council's system for internet banking is working well. Several payments to the Clerk, DTMS Ltd, Farm & Land Services and HMRC have been made. These will be checked and signed by Councillors at the end of this meeting.

**19.4 Asset analysis report.**

Councillors considered a report, as at 9<sup>th</sup> July, was considered. This shows all the Parish Council and Parish Room's assets which are held on the asset register and balance sheet.

It showed that the Parish Council had combined assets totalling £175,254.49. This was made up of Parish Room assets totalling £138,653.51 and Parish Council assets totalling £36,600.98.

**20. PLANNING APPLICATIONS**

**20.1 Consultations on applications – none.**

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

<i>Reference</i>	<i>Proposal</i>	<i>Response to planning authority.</i>
15/00418/FUL	Demolition of outbuilding and erection of 2 storey side extension to house, erection of garage and formation of hardstanding at Lowgate Lane Cottage, Low Gate Lane, Sawley.	No response submitted to re-consultation on amendments.
6.51.76.B.FUL 15/01950/FUL	Retention of replacement roof to existing barn at Hazel Hill, Risplith.	Comments submitted about extent of re-building works undertaking and whether it is on existing footprint.
6.41.10.C.FUL 15/02197/FUL	Retention of outbuilding (revised scheme) at High Skelding Farm, Skelding.	Parish Council agreed to defer to planning authority's judgement.
6.51.43.H.FUL 15/02823/FUL	Demolition of existing double garage and erection of new double garage at Cramond Old Barn, Low Gate Lane to Theakstone House.	No objection to principle of development but comments that footprint is larger and extends behind line of existing building.

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

<i>Reference</i>	<i>Proposal</i>	<i>Update / Decision</i>
6.41.2.G.FUL 11/01316/FUL	Conversion of existing barn to dwelling with erection of garage to rear and detached double garage, ground and first floor side extensions, front porch to farmhouse, installation of new package treatment plant and formation of new vehicular access at Broadfields Farm, Broadfield Lane, Skelding.	Passed.
15/00712/FUL & 15/00713/LB	Erection of replacement entrance gates and stone piers at Sawley Hall.	Passed
15/00709/CLEUD	Certificate of Lawfulness for the existing use of farm house and agricultural land as dwelling and domestic curtilage at Middle Rigg Farm, Sawley.	Refused, but certificate issued for smaller area of garden.
6.51.76.B.FUL 15/01950/FUL	Retention of replacement roof to existing barn at Hazel Hill, Risplith.	Passed
15/00251/FUL	Alterations to first floor flat to increase size of living accommodation and alterations to fenestration at Coal Stock Yard, Risplith.	Passed.
6.42.5.C.DVCON 15/01243/DVCON	Variation of condition 2 of planning permission 6.42.5.B.FUL to allow installation of windows to rear elevation and alterations to fenestration at Park View, Grantley.	Passed
6.42.68.A.FUL 15/01339/FUL	Erection of porch (revised scheme) at White Rose Cottage, Low Grantley.	Refused.
6.51.112.FUL 15/02127/FUL	Erection of detached garage with garden room at 2, The Cottage, Low Gate Lane, Sawley.	Passed
6.42.63.FUL 15/01738/FUL	Erection of agricultural building at Land Comprising OS Field 5242, Grantley.	Passed
6.51.16.C.DVCON 15/02161/DVCON	Variation of condition 18 (contamination) under planning permission 6.51.16.B.FUL to allow commencement of limited work prior to discharge of parts 1-4 of condition 18 at Yaudhouse Head Farm, Yaudhouse Head Track.	Passed.
6.51.111.OUT 15/01681/OUT	Outline application for the erection of 1 new dwelling at Land Comprising OS Field 0880, Low Gate Lane, Sawley.	Passed.
6.51.110.B.FUL 15/02007/FUL	Retention of first floor extension, fenestration and clock tower to existing garage at Hollin Hill Farm, Risplith.	Passed.

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6.41.10.C.FUL 15/02197/FUL	Retention of outbuilding (revised scheme) at High Skelding Farm, Skelding.	Passed.
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**20.4 Local Green Space applications.**

The Clerk reported that she had submitted applications to have Picking Gill and Grantley Playing Field designated as Local Green Spaces.

Evidence of support for this designation, from members of the public is now required for the applications to have a chance of succeeding. Councillors and members of the public are urged to write to Harrogate Borough Council by the end of August 2015.

**20.5 Report from Parish Council's Local Plan briefing meeting on 9th July 2015.**

The Borough Council is undertaking a public consultation on the new Local Plan which will set out how the district should grow and develop to 2035. The Borough Council wants to ensure that the Parish Council are better informed and engaged with local plan consultation and organised a meeting to brief Parish Councils about this consultation on 9th July 2015. This Parish Council was represented by the Clerk.

A number of Parish Council representatives in attendance had expressed strong concerns about the timing of this, and future consultations, which are scheduled over the summer months.

The meeting had provided a summary of the upcoming consultation and it was acknowledged to have been useful to have attended.

The issues and options public consultation on the Harrogate District Local Plan 2035 started on Monday 19th July 2015 for a period of six weeks.

The consultation's main theme is where housing (approximately 6,364 units) will be allocated in the years to 2035. Five options are proposed, although at this stage it is not site specific, but looks at broad areas in the district which could accommodate housing growth.

The consultation also looks at other aspects of local planning with the potential to affect this parish including development limits and the potential of rural villages to accommodate housing growth.

Details of the consultation will be forwarded to Councillors and will be displayed on the Council's website. It can be viewed online at: <http://consult.harrogate.gov.uk/portal/pp/lp/io2015/hdlp2015>

It was agreed that Councillors should review the consultation and send their opinions to the Clerk who will formulate a corporate response from the Parish Council.

**21. NEXT MEETING**

The next meeting was confirmed as being on 17<sup>th</sup> September 2015 at 19.30 hrs in Sawley Village Hall.

**22. ITEMS TO BE CONSIDERED AT THE NEXT MEETING**

- Response to Local Plan Consultation.
- Fire Service Consultation.

Meeting closed at 20.59 hrs.

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

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

**DATE:** .....