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

DATE: Tuesday 24th November 2015
TIME: 19.30 hrs
LOCATION: Grantley Village Hall
PRESENT: Councillors Martin Kirbitson (Chairman), Mike Lumb (Vice-Chairman), Trevor Kitchen, June Learoyd and John Scannell.
IN ATTENDANCE: Iona Taylor (Clerk)
1 member of the press.
2 members of the public.

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

- It was noted that the new barrier at Picking Gill is rather larger than anticipated!

5. APOLOGIES – none.

6. MINUTES OF THE LAST MEETING

The minutes of the last meetings held on 23rd July and 17th September 2015 were approved and signed.

7. ITEMS CARRIED FORWARD FROM THE LAST MEETING – none.

8. RESIGNATION OF CLERK

A letter of resignation was received and accepted from Iona Taylor.

It was resolved that appointment of a replacement Clerk should be delegated to Councillors Kirbitson, Lumb and Scannell.

It was agreed that the new position should be offered for 16 hours per month, based upon the average of what Mrs Taylor has been working during the 15/16 financial year so far.

It was also agreed that an advert should be taken out with the Yorkshire Local Councils Associations at a cost of £15.

9. PROVISION OF DE-FIBRILLATORS

9.1 Application to British Heart Foundation.

The Clerk reported that, after informal consultation with Councillors by e-mail she had submitted an application for two de-fibrillators (including external storage cabinets) to the British Heart Foundation. This action was endorsed by the Council.

It is intended that the host buildings will be Grantley Village Hall and Sawley Village Hall.

9.2 Ongoing costs.

It is hoped that the host buildings will cover the, minimal costs, of electricity.

It was resolved that the Parish Council agrees to meet any other ongoing costs of the machines, including:

- Replacement pads which are about £20 per pair and need replacing each time they are used, or after 2 years if they're not used.
- A replacement battery in each machine which is required every 4 years at a cost of about £110 each.

10. HIGHWAYS

10.1 Highways North Yorkshire, Area 6 Capital Programme for 2016/17.

It was noted that a number of highways patching and re-surfacing projects are planned in this parish over the next few months.

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10.2 Bountain Hill.

The following information has been received from an officer at Highways North Yorkshire in relation to the damage caused by the tanker crash at Bountain Hill:

“I have spoken to the Highway Officer about the outstanding repairs to this damaged sign and he advises me that there is an order in our system for its repair. This order is also for repair/replacement of the damaged fence and unfortunately there has been some difficulty locating a suitable replacement for the damaged fence and this has led to the delay in this works order being completed.

An alternative fencing has now been approved and the order has been reissued to our Contractors. As this is a directional sign and not a warning sign it is not deemed to be a high priority so unfortunately I am unable to advise of a timescale for this work at this time.”

It was agreed that the timescale should be queried given that the costs should be covered by an insurance claim.

11. MAINTENANCE

11.1 Fly-tipping at Sawley recycling centre.

It was noted that the site has remained tidy after being cleared by the caretaker. It was noted that a large skip costs £210 and one had been half-filled as part of the recent exercise.

A no cardboard sign is required and will be requested from Harrogate Borough Council.

Personal details found in the fly-tipped items have been forwarded to North Yorkshire Police.

11.2 Tasks to be undertaken by caretaker.

- Clearance of Back Lane, Grantley.

11.3 Trial bracken spraying at Picking Gill.

It was agreed the 2015 trial had been successful and that it should be extended in 2016 to include a 9ft swathe of verge either side of Sawley Moor Lane.

11.4 Cradle swings seats, Grantley.

It was noted that a quotation for replacement parts will be provided as part of the annual inspection report, which is expected to be received in the next few weeks.

The Clerk was instructed to proceed to order two new cradle swing seats and chains for Grantley playground.

11.5 Picking Gill boundary wall.

The Clerk reported that she has identified, through a Land Registry search, the owner of grazing land next to Picking Gill. Further that a letter has been sent asking for their co-operation to repair the dry stone wall and prevent future damage by stock.

12. CORRESPONDENCE

The Clerk reported on items received including:

12.1 Pensions.

A briefing note has been received from the Yorkshire Local Councils Associations and circulated to all Councillors. No further action is required at this time.

12.2 North Yorkshire County Council, Local Transport Plan LTP4, consultation on draft plan.

It was noted that the above consultation had been received and circulated to Councillors.

12.3 Harrogate District – Electoral Review

Proposals to hold elections for all the Borough Council seats every four years were noted. This would replace a system of electing Councillors by thirds.

It was noted that the Boundary Commission will be carrying out a review of Harrogate Borough Council ward boundaries. This will not affect this parish's boundaries.

13. FINANCIALS

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2014/15 Financial Year

13.1 External Auditor's report.

The External Auditor has reported that:

“On the basis of our review of the annual return, in our opinion the information in the annual return is in accordance with proper practices and no matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.”

There were no other matters to draw to the attention of the Council. The fully completed annual return is now displayed on the Parish Council's website, and relevant sections are currently on display on the noticeboards in the parish.

2015/16 Financial Year

13.2 Bank reconciliation to 30th September 2015.

It was resolved that the monthly bank reconciliation to 30th September 2015 be approved and signed by the Chairman as a true record.

13.3 Balance analysis report as at 30th September 2015.

Members considered this report which showed that the Council has unallocated reserves of £10,050.80.

This shows that the Council's reserves are above the recommended level (£4,027.93 based upon the 2015/16 approved budget) and it is in a healthy financial position.

13.4 Mid-year monitoring against budget report.

This shows that the Council is currently operating over-budget.

This is because it has not received the Grounds Maintenance Grant from Harrogate Borough Council and the Picking Gill compound rental from North Yorkshire County Council. These have both been requested and are expected to be received in the next couple of weeks.

It is also over-budget because of high expenditure on the Clerk and caretaker.

The Clerk has worked on ensuring that the Council has met regulatory deadlines and the requirements of new legislation.

The caretaker's budget has been used because of equipment and materials having been used to undertake tasks identified by Councillors.

However, the Council is likely to finish the year only slightly over, or just on budget when figures have evened out.

13.5 Financial report.

A report containing the following information was considered and approved:

<i>Bank Balances as at 1/11/15:</i>	
HSBC Current a/c - ****9716	£1,046.20
HSBC Savings a/c - ****9208	£14,754.61
HSBC Parish Room Proceeds Current a/c - ****1839	£802.28
HSBC Parish Room Proceeds Savings a/c - ****1847	£13,098.94
HSBC Sawley Small Grants Scheme a/c - ****2224	£2,212.83
Cambridge Building Society - Interest Accrued on 2 Year Council Bond	£810.04
Co-Operative Fixed Rate Account	£50,750.01
TOTAL	£83,474.91

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<i>Payments to be approved and recorded:</i>		
<i>Payee</i>	<i>Details</i>	
DTMS Ltd	Invoice 7307, Caretaker - November 2015	£162.00
DTMS Ltd	Invoice 7306, Caretaker - October 2015	£378.00
DTMS Ltd	Invoice 7231, Caretaker - September 2015	£219.00
Sawley Village Hall	Invoice 26 14-15	£40.00
Iona Taylor	Clerk's Expenses - September 2015	£44.64
Iona Taylor	Clerk's Wages - September 2015	£157.31
Iona Taylor	Clerk's Expenses - October 2015	£37.53
Iona Taylor	Clerk's Wages - October 2015	£85.68
Farm & Land Services Ltd	Grasscutting, Invoice 4421	£385.20
TOTAL		£1,347.36
<i>Receipts to be recorded:</i>		
<i>Received From</i>	<i>Details</i>	
Harrogate Borough Council	Precept, 2nd Part	£3,029.00
Harrogate Borough Council	Council Tax Support Grant, 2nd Part	£82.00
HMRC	VAT, 1/6/15 - 31/8/15	£266.20
North Yorkshire County Council	Picking Gill Compound Rental (requested).	£600.00
TOTAL		£3,977.20

2016/17 Financial Year

13.6 Budget.

It was resolved that the draft budget for this period be approved without amendment.

13.7 Precept requirement.

It was resolved that a precept of £6,223 be requested.

14. PLANNING APPLICATIONS

14.1 Consultations on applications – none.

14.2 Comments on applications submitted to the planning authority since the last meeting.

<i>Reference</i>	<i>Proposal</i>	<i>Comments submitted.</i>
15/03373/FUL	Erection of 2 dwellings and associated car parking (revised scheme with both properties served by a new access to the south of South View) at Land Adjacent To South View Sawley.	Ongoing objections to re-consultation.
15/04523/FUL	Demolition of extension and outbuildings, erection of two single storey extensions, conversion of barn to form additional living accommodation and alterations to fenestration including installation of roof lights at Grantley Thwaites Grantley.	No objections.
15/04798/FUL	Erection of single storey extension to include replacement porch at Midsummer Cottage, Sawley.	No objections.
15/04563/FUL	Erection of two storey extension, dormer window and replacement wall and formation of access point and landscaping.	No objections.

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14.3 Updates and decisions on applications, appeals and enforcement investigations.

<i>Reference</i>	<i>Proposal</i>	<i>Update / Decision</i>
6.42.68.A.FUL 15/01339/FUL	Appeal against refusal of planning permission for the erection of porch (revised scheme) at White Rose Cottage, Low Grantley.	Appeal dismissed.
6.50.14.C.FUL 15/03272/FUL	Erection of first floor extension at Lake Farm, Eavestone.	Passed.
Enforcement: 14/00376/PR15	Unauthorised engineering and excavation works.	Enforcement notice issued, further information requested from PA.

14.4 Harrogate District Local Plan.

It was noted that the Draft Development Management Policies consultation documents had been circulated to Councillors prior to this meeting.

It was agreed not to submit a corporate response from the Parish Council, but that members could make representations as individuals if desired.

15. NEXT MEETING

The date of the next meeting was confirmed as being on 21st January 2016, at 19.30hrs in Sawley Village Hall.

The Clerk was asked to draw up a schedule of meetings in 2016.

16. ITEMS TO BE CONSIDERED AT THE NEXT MEETING – none.

Meeting closed at 20.44 hrs.

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

SIGNED: (Chairman)

DATE: