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

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DATE: Thursday 21<sup>st</sup> January 2016  
TIME: 19.30 hrs  
LOCATION: Sawley Village Hall  
PRESENT: Councillors Martin Kirbitson (Chairman), Trevor Kitchen, June Learoyd and John Scannell.  
IN ATTENDANCE: Iona Taylor (Clerk)  
Howard Mountain (member of the press).

| <i>Council's Procedures</i> |   |
|-----------------------------|---|
| <b>1-16</b>                 | <b>Welcome</b><br>Councillor Kirbitson welcomed all those present to the meeting.   |
| <b>2-16</b>                 | <b>Declarations of interest.</b><br>There were no disclosures of interests made.  |
| <b>3-16</b>                 | <b>Apologies for absence.</b><br>a) Apologies were received and accepted from Councillor Lumb due to another engagement.<br><br>b) Apologies were also received from County and District Councillor Margaret Atkinson.  |
| <b>4-16</b>                 | <b>Representations from members of the public.</b><br>There were no representations made.   |
| <b>5-16</b>                 | <b>Minutes of the last meeting.</b><br>It was resolved that the minutes of the last meeting, held on 24 <sup>th</sup> November 2015, be approved and signed as a true record by the Chairman.   |
| <b>6-16</b>                 | <b>Progress with appointment of Clerk.</b><br>It was noted that the position has now been advertised in the local press, via the Yorkshire Local Councils Associations and on the noticeboards in the parish. The advert will be included in the Council's next newsletter.   |
| <b>7-16</b>                 | <b>Elections 2016</b><br><b>a) Date of Elections</b><br>It was noted that elections to the Parish Council will be held on 5 <sup>th</sup> May 2016. It was further noted that all 7 seats will be subject to re-election.<br><br><b>b) Nomination papers.</b><br>Nomination papers were distributed to those Councillors wishing to stand for re-election and for giving out to interested parties. Guidance on how to complete the relevant nomination papers should be obtained from Harrogate Borough Council. |
| <i>General</i>              |   |
| <b>8-16</b>                 | <b>Maintenance</b><br><b>a) Parish caretaker.</b><br>It was noted that the caretaker has been concentrating on litter picking verges throughout the parish. The caretaker will be asked to undertake tasks arising from the annual playground inspections and identified at November's Parish Council meeting.<br>Councillor Kitchen agreed to investigate whether grips can be cut in to the side of Back Lane between High and Low Grantley to allow water to drain off the road.                               |

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|       | <p><b>b) 2016 grasscutting.</b><br/> It was resolved that quotation SAG/T/025 from Farm &amp; Land Services Ltd for grasscutting in 2016 be accepted. The quotation includes provision for 6 cuts of the verges through Grantley and Sawley, 14 cuts of Sawley Village Green and Grantley Playing Field and 4 cuts of Bountain Hill. The cost for Sawley will be £638+VAT and £650+VAT for Grantley.</p> <p><b>c) Events.</b><br/> Sawley events impacting on grasscutting were noted. Grantley Councillors are asked to advise of any events which should be born in mind when scheduling grass cuts.</p> <p><b>d) 2015 annual playground inspections.</b><br/> It was noted that the annual inspections had been carried out by Wicksteed Leisure Ltd. A number of low risk items will be monitored by the caretaker.<br/> The following points requiring specific action were noted and remedial action approved:<br/> <u>Sawley</u></p> <ul style="list-style-type: none"> <li>• Replace shackles on cradle seat swings- Wicksteed to supply and fit parts.</li> <li>• Greasing of roundabout – Wicksteed to do.</li> <li>• Cutting back of overhanging tree growth – caretaker.</li> <li>• Removal of moss growth on wetpour – caretaker.</li> <li>• Replacement of parts of new trail equipment affected by corrosion on metal fixings – to be taken up with manufacturer.</li> </ul> <p><u>Grantley</u></p> <ul style="list-style-type: none"> <li>• Removal of fungus growth on wetpour and grass – caretaker.</li> <li>• Removal of algae growth on wetpour – caretaker.</li> <li>• Replacement of cradle swing seats – supply of parts and fitting ordered from Wicksteed.</li> </ul>  |
| 9-16  | <p><b>Continuation of Oil Club.</b><br/> The Clerk's offer of continuing to administrate the Oil Club was accepted.</p>  |
| 10-16 | <p><b>Correspondence</b><br/> Members considered items received, including:</p> <p><b>a) Citizens Advice Bureau in the Ripon area.</b><br/> It was noted that just over 12 months ago the Ripon service was merged with that of Harrogate and Craven. The service has continued as previously, with over 1,200 people across the area having been helped with a range of problems. A copy of the annual report has been received.<br/> Notification has been received of a significant reduction in the service's grant from Harrogate Borough Council, which presents a major challenge to the service across the district. Citizens Advice will therefore be moving out of Sharow View in Ripon. The Parish Council will continue to be kept informed of developments.</p> <p><b>b) 2016/17 Yorkshire Local Councils Associations (YLCA) subscriptions.</b><br/> It was noted that there will be a 4.9% increase to the cost of subscribing to the Associations in 2016/17. The Clerk recommended that the Council continues its membership despite the increase in cost.</p> <p><b>c) De-fibrillators.</b><br/> It was noted that the Council's application for two de-fibrillators from the British Heart Foundation was not successful as the scheme was over-subscribed.<br/> It was agreed that an application be submitted to Harrogate Borough Council for two de-fibrillators. The Borough Council is currently running a scheme to provide grant funding towards the cost of providing de-fibrillators in the District.<br/> The grant scheme provides 50% of the cost (£900 per de-fibrillator). It was resolved that the Parish Council would work with Grantley and Sawley Village Halls to meet the remaining cost (£1800).</p> |

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**d) Emergency planning.**

Members indicated that they are content with informal, local arrangements for dealing with emergency situations.

*Financials*

**11-16**

**Financial report.**

A report containing the following information was considered and approved:

| <i>Bank Balances:</i>  |                                  |                   |
|--|----------------------------------|-------------------|
| HSBC Current a/c - ****9716 (1/1/16)                                 |                                  | £3,626.00         |
| HSBC Savings a/c - ****9208 (1/12/15)                                |                                  | £12,756.51        |
| HSBC Parish Room Proceeds Current a/c - ****1839 (1/1/16)            |                                  | £562.28           |
| HSBC Parish Room Proceeds Savings a/c - ****1847 (1/12/15)           |                                  | £13,099.69        |
| HSBC Sawley Small Grants Scheme a/c - ****2224 (1/12/15)             |                                  | £2,213.22         |
| Cambridge Building Society - Interest Accrued on 2 Year Council Bond |                                  | £810.04           |
| Co-Operative Fixed Rate Account                                      |                                  | £50,000.00        |
| <b>TOTAL</b>   |                                  | <b>£83,067.74</b> |
| <i>Payments to be approved and recorded:</i>                         |                                  |                   |
| <i>Payee</i>   | <i>Details</i>                   |                   |
| DTMS Ltd   | Caretaker, December 2015         | £63.00            |
| Iona Taylor  | Clerk's Wages - November 2015    | £150.78           |
| Iona Taylor  | Clerk's Expenses - November 2015 | £35.37            |
| Iona Taylor  | Clerk's Wages - December 2015    | £50.92            |
| Iona Taylor  | Clerk's Expenses - December 2015 | £14.07            |
| Wicksteed Leisure Ltd  | Annual Playground Inspections    | £144.00           |
| Sawley Village Hall  | Hire on 21/1/16                  | £20.00            |
| <b>TOTAL</b>   |                                  | <b>£415.14</b>    |
| <i>Receipts to be recorded:</i>                                      |                                  |                   |
| <i>Received From</i>   | <i>Details</i>                   |                   |
| Harrogate Borough Council  | Grounds Maintenance Grant        | £818.80           |
| North Yorkshire County Council                                       | Grasscutting Reimbursement       | £600.00           |
| <b>TOTAL</b>   |                                  | <b>£1,418.80</b>  |

**12-16**

**Changes to the external audit regime.**

Changes to the audit arrangements were brought into force by the Local Audit and Accountability Act in 2014 (the Act), and some of the provisions of the legislation are already in force in the form of the Transparency Code for smaller councils, ie those with turnover below £25,000 per annum. The Act is relevant to 'smaller authorities' and for the purpose of the requirements the definition of this is a council or parish meeting that has income or expenditure less than £6.5 million per annum. The changes are being led by the Department for Communities and Local Government (DCLG) and this is being done in conjunction with the National Association of Local Councils.

The Audit Commission ceased to exist on the 1 April 2015 and a new company called Smaller Authorities' Audit Appointments Ltd, has been created very recently to take over the appointment of external auditors and to deal with the setting of audit fees for smaller authorities from 2017. The board of the new company has had its first meeting and agreed that for authorities requiring an audit, i.e. those with an annual turnover over

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|       | <p>£25,000, the intention is that fees will not exceed those charged for external audit in the 2014/15 financial year. The board has not yet made a decision of fees for councils with a turnover of less the £25,000. Every council and parish meeting now needs to make a decision on whether it will remain automatically opted in or out of the new Sector Led Body (SLB) audit regime.</p> <p>After considering advisory information, it was resolved that this Council will not opt out of the new arrangements.</p>  |
| 13-16 | <p><b>Funding to help comply with the Transparency Code for Small Authorities.</b><br/> The Clerk reported that this Council is not eligible to apply for funding.</p>  |
| 14-16 | <p><b>Consultations on planning applications.</b></p> <p>a) <b>15/05412/FUL   Erection of first floor extension and conversion of domestic store to form home office.   Redmires Redmires Lane Grantley Ripon North Yorkshire HG4 3PW.</b><br/> It was resolved that the Council has no objections to this application.</p> <p>b) <b>15/05473/FULMAJ   Alterations and extensions to hall to form hotel and restaurant to include the conversion and extension of stable block for additional accommodation, erection of spa building with accommodation, erection of storage sheds and associated landscaping.   Grantley Hall Stephenson Bridge To Grantley Hall And West Lodge Grantley North Yorkshire HG4 3ET.</b><br/> It was resolved that the Parish Council supports this application.</p> <p>c) <b>15/05474/LB   Listed building consent for alterations and extensions to hall to form hotel and restaurant to include the conversion and extension of stable block for additional accommodation, erection of spa building with accommodation, erection of storage sheds and associated landscaping.   Grantley Hall Stephenson Bridge To Grantley Hall And West Lodge Grantley North Yorkshire HG4 3ET.</b><br/> It was resolved that the Parish Council supports this application.</p> <p>d) <b>15/05595/FUL   Retention of porus hardstanding.   OS Field 2736 Eavestone North Yorkshire.</b><br/> It was resolved that the Council has no objections to this application.</p> <p>e) <b>15/05701/FUL   Erection of two storey extension, rear dormer window, replacement wall and formation of access point and landscaping (Revised Scheme).   Ashburton Cottage Sawley Ripon North Yorkshire HG4 3EQ</b><br/> It was resolved that the Council has no objections to this application.</p> |
| 15-16 | <p><b>Updates and decisions on applications, appeals and enforcement investigations received from planning authorities since the last meeting (for information only).</b></p> <p>a) <b>15/03591/FUL   Demolition of barn and dwelling and erection of replacement dwelling and garage. (Site Area 0.2 ha)   Middle Rigg Farm Middle Ridge Farm Track Sawley North Yorkshire HG4 3HA</b><br/> Application permitted.</p> <p>b) <b>15/04798/FUL   Erection of single storey extension to include replacement porch.   Midsummer Cottage Sawley Ripon North Yorkshire HG4 3EG</b><br/> Application permitted.</p> <p>c) <b>15/04563/FUL   Erection of two storey extension, replacement wall and formation of access point and landscaping.   Ashburton Cottage Sawley Ripon North Yorkshire HG4 3EQ</b><br/> Application permitted.</p>   |
| 16-16 | <p><b>Undergrounding overhead cables at Fountains Abbey.</b><br/> It was resolved that the Council supports the preliminary proposals for this project.</p>   |

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|-----------------------|--|
| 17-16                 | <p><b>Strategic Housing and Economic Land Availability Assessment: Initial Sites List 2016</b></p> <p>It was noted that three sites near Sawley have been submitted for consideration for future development. The sites are being publicised on the Parish Council's website.</p> <p>The sites included in the Initial Sites List 2016 have been put forward to Harrogate Borough Council as being available for development by a landowner, an agent or another interested party via the 'call for sites' that were issued in September 2014 and July 2015.</p> <p>However, it is important to note the following:</p> <ul style="list-style-type: none"><li>• Inclusion of a site in the list should not be taken as an indication of whether the council would consider the site suitable for development or not suitable for development.</li><li>• Inclusion of a site in the list does not mean that a site will be allocated for development in the new Local Plan. Further detailed site assessment work will be undertaken and sites allocated in accordance with the Local Plan's growth strategy and site selection methodology.</li><li>• Inclusion of a site in the list should not be taken to imply that planning permission would be granted.</li></ul> <p>However, it should be noted that a planning application can be submitted on any site at any time. Some sites submitted have already been the subject of a planning application that has been granted.</p> |
| <i>Next meetings.</i> |  |
| 18-16                 | <p><b>Next meeting.</b></p> <p>The date of the next Parish Council meeting was confirmed as being on 15<sup>th</sup> March 2016 at 7.30pm in Grantley Village Hall.</p> <p>It was agreed that an extraordinary meeting, to appoint the new Clerk, be held at 7.30pm on Thursday 25<sup>th</sup> February 2016.</p>   |
| 19-16                 | <p><b>Items to be considered at the next meeting.</b></p> <p>There were no items at this time.</p>   |
| 20-16                 | <p><b>2016 schedule of meetings.</b></p> <p>A schedule of meetings was approved.</p>   |

Meeting closed at 20.33 hrs.

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

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

**DATE:** .....