

# AZERLEY PARISH COUNCIL

## MINUTES OF A PARISH COUNCIL MEETING

**DATE:** Thursday 1<sup>st</sup> December 2016  
**TIME:** 19.30 hrs  
**LOCATION:** Winksley Church Room  
**PRESENT:** Councillors Nick Jackson (Chairman), Patricia Harling and Robert Weatherhead.  
**IN ATTENDANCE:** Iona Taylor (Clerk)  
 District and County Councillor Margaret Atkinson  
 3 members of the public.

97-16	<b>Questions or comments from members of the public – none.</b>
98-16	<b>Declarations of interest and requests for dispensations.</b> a) Councillor Weatherhead declared a non-pecuniary interest in planning application 16/04769/FUL the site is known to him and he has carried out work in that location.
99-16	<b>Apologies.</b> Apologies were received and accepted from Councillor Lawson due to an alternative engagement.
100-16	<b>Minutes of the last meeting.</b> It was resolved that the minutes of the last meeting, held on 27 <sup>th</sup> October 2016, be approved and signed as true record.
101-16	<b>Matters arising.</b> a) <b>Parish Consultation Meeting</b> The notes of the meeting convened by Harrogate Borough Council on 24 <sup>th</sup> October 2016 were received.
102-16	<b>Winksley de-fibrillator.</b> It was resolved that the Council should make a contribution of £150 towards the cost of electrical works associated with installation of the de-fibrillator at Winksley Church Room. The donation will be paid to Fountains Parochial Church Council.
103-16	<b>Payroll software.</b> The purchase of a Moneysoft Payroll Manager software license, at a cost of £60, was approved.
104-16	<b>2016/17 Financials</b> a) <b>Mid-year monitoring against budget report.</b> A report showing how the Council is performing against the budget set for the current financial year was considered. It shows that the Council is currently operating about 13% under-budget as several items of expenditure are / have been below predicted levels. It was noted that the figures in this document would change significantly before the end of the financial year on 31st March 2017.  b) <b>Mid-year balance analysis report.</b> A report showing that, at 30 <sup>th</sup> September 2016, the Council had £5011.68 of unallocated reserves was considered. It was noted that these are within the recommended levels and the Council is in a healthy financial position.

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c) **Bank reconciliation to 30<sup>th</sup> September 2016.**  
 It was resolved the monthly bank reconciliation to 30<sup>th</sup> September 2016 be approved and signed by the Chairman.

d) **Financial report**

It was resolved that a report containing the following information be approved:

**Bank Balances as at 28/10/16:**

Santander Business Account - ****2922	£ 8,516.67
<b>TOTAL</b>	<b>£8,516.67</b>

**Payments to be approved and recorded:**

<i>Payee</i>	<i>Details</i>	
St. John's Church Mickley	Hall Hire on 27/10/16	£7.00
DTMS Ltd	Invoice 10187	£127.57
St. John's Church Mickley	Hall Hire on 1/9/16	£7.00
Farm & Land Services Ltd	Invoice 4682	£439.20
Iona Taylor	Clerk's Wages - September 2016	£65.80
Iona Taylor	Admin. Expenses - September 2016	£23.54
Iona Taylor	Clerk's Wages - October 2016	£62.73
Iona Taylor	Admin. Expenses - October 2016	£33.46
HM Revenue & Customs	PAYE - September 2016	£43.60
HM Revenue & Customs	PAYE - October 2016	£41.20
Came & Company Local Council Insurance	Insurance Policy - 2016/17	£164.25
<b>TOTAL</b>		<b>£930.55</b>

**Receipts to be recorded:**

<i>Received From</i>	<i>Details</i>	
Harrogate Borough Council	Grounds Maintenance Grant	£156.13
HM Revenue & Customs	VAT (1/4/16 - 30/9/16) - Applied For	£178.43
<b>TOTAL</b>		<b>£334.56</b>

105-16

**2017/18 Financials**

a) **2017/18 budget.**

A draft budget was considered.

It was agreed that the budget for the parish caretaker should be removed and a £500 fund for general maintenance be included instead. This is because of the increasing willingness of parishioners to undertake maintenance tasks themselves.

This amendment allowed the Council to keep the precept requirement the same as in 2016/17.

It was resolved that the budget, with this amendment, be approved.

b) **Precept requirement for the 2017/18 period.**

It was resolved that a precept of £5858 be approved.

106-16

**Highways**

a) **Meeting with Highways Representatives on 1<sup>st</sup> November 2016**

It was noted that the notes of this meeting have been circulated to Members.

Councillor Harling reported that the meeting had been positive, with Highways North Yorkshire staff appearing to be responsive to the issues raised by parishes.

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	<p>It was noted that complaints about roads and highways repairs should be sent, with photos, to the local Highways Office as soon as possible after an issue is detected.</p> <p><b>b) Parking on verges, Azerley Lane, Galphay</b> It was noted that this issue has been resolved outside of the Parish Council.</p>
107-16	<p><b>Parish Caretaker</b> See item 105-16a. It was agreed that the parish caretaker scheme will cease from 1<sup>st</sup> April 2017, although some works may be still be bought in as required.</p>
108-16	<p><b>Harrogate District Local Plan – Draft Local Plan Consultation</b> It was noted that whilst the draft plan contains no specific development sites in this parish, there are several proposed policies which could affect the area. It was agreed that the following comments should be submitted to Harrogate Borough Council:</p> <ul style="list-style-type: none"> <li>• The proposed settlement hierarchy could lead to small villages, such as those in this parish, being unfairly penalised.</li> <li>• Consideration should be given to the increase populations caused by permitted campsites and holiday accommodation. Visitors to these sites use the local infrastructure, for example roads, and this should be given appropriate attention in the plan.</li> </ul>
109-16	<p><b>North Yorkshire County Council - Minerals and Waste Joint Plan</b> It was noted that the Council has been advised of the publication stage of this Joint Plan by the North Yorkshire County Council.</p>
110-16	<p><b>Consultations on planning applications.</b> Responses to consultations on the following applications were agreed as follows:</p> <p><b>a) 16/04769/FUL   Erection of feed and implement storage shed.   Land Comprising Field At Grid Reference 425624 472978 Azerley Lane Galphay North Yorkshire</b> It was agreed that the Council has no objections to the application as proposed. Councillors noted local concerns that the shed, if permitted, will be used as a garage for vintage tractors rather than a feed and implement shed. It was noted that these are not grounds for an objection to be lodged in respect of this application, but that the situation will be monitored in the event of the development being permitted.</p> <p><b>b) 16/04726/LB   Retrospective listed building application for replacement of roof and removal of door of outbuilding.   Holme Grange Farm Galphay Ripon North Yorkshire HG4 3NJ7</b> It was agreed that the Council should object to the proposals in this application for the following reasons:</p> <ul style="list-style-type: none"> <li>• The proposal to change the roof from pantiles is out of keeping.</li> <li>• It is considered that as many original features of the building should be retained as possible as it is part of the curtilage of a Listed Building.</li> <li>• It is understood that the building provided a habitat for bats and this could be threatened by the proposed development.</li> </ul> <p><b>c) 16/04938/FUL   Infill of recessed porch (Revised scheme).   Pasture Fields West Lane Galphay HG4 3NJ</b> It was agreed that the Council has no objections to this application.</p>

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	<p>d) 16/05014/FUL   Erection of front porch, timber frame car-port and single storey rear extension, installation of pitched roof with raised roof height to lean-to side extension, demolition of lean-to greenhouse and outbuildings to the side and rear, and alterations to fenestration.   Glen Farm Mickley Village Mickley HG4 3JE It was agreed that the Council has no objections to this application.</p> <p>e) 16/05106/FUL   Revised application for the erection of a single storey ground floor extension and a single storey first floor extension to include increase of the roof height.   Meadow Barn Winksley To Bridge Banks Farm Winksley HG4 3NR It was agreed that the Council has no objections to this application.</p>
111-16	<p><b>Updates and decisions on applications, appeals and enforcement investigations.</b> It was noted that the polytunnel at Manor House Farm, Winksley has now been removed.</p>
112-16	<p><b>Correspondence</b> The Clerk reported on items received, including:</p> <p>a) <b>Waste &amp; recycling collection service.</b> Harrogate Borough Council have sent a schedule of revised collection dates for Christmas 2016 and bank holidays during 2017. This has been displayed on the Council's website.</p>
113-16	<p><b>Council meetings in 2017.</b> A schedule of dates for Council meetings in 2017, based upon the last Thursday of each month, was approved.</p>
114-16	<p><b>Items to be considered at the next meeting – none.</b></p>

Meeting closed at 20.47 hrs.

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

SIGNED: ..... (Chairman)

DATE: .....