

Great Ouseburn Parish Council

Minutes of a meeting of the Parish Council held on Wednesday 18th September 2013
at 7.30 p.m. in the Jeff Gill Room, Village Hall, Great Ouseburn.

Present: Cllr K Scott (Chairman), Cllr M Rampling, Cllr M Grant

In Attendance: Mrs L Evely (Clerk).

Also present was 2 members of the public.

2013. 62 **Apologies received for absence:** Cllr B Robinson (Vice Chairman), Cllr G Potter, Cllr C Smale, Cllr J Burton, Cllr C Lewis.

2013. 63 **Declarations of Interest.** All Parish Councillors are Trustees of the Village Hall and declare their personal interests in the Village Hall. Members to indicate whether they will be declaring any other interests under the Code of Conduct.

2013. 64 **Minutes of the previous meeting.** To confirm the minutes of the meeting held on Wednesday 17th July 2013: The minutes were agreed as a true and correct record and signed by the Chairman.

2013. 65 **Public Participation.** Any member of the public present at the meeting may make representations, answer questions or give evidence in relation to the business to be transacted. Members of the council who have a prejudicial interest in relation to any item of business to be transacted may also speak in relation to that matter. *Please note that the Chairman will control this session and will exercise his discretion as to the amount of time allowed for public participation. No decisions are made at this part of the meeting – this will be done by the Council having heard and noted the representations made:*

Edward Pearson (Representative of the Cricket Club) and Dave Dwight (Representative of the Football Club) Re: Playing Field Maintenance. The 2 clubs seasons overlap and are concerned about the condition of the playing field (not the cricket field square). Current maintenance received involves mowing, rolling, weed/worm control and application of lime. The cricket and football club raised the following concerns:

- The field is suffering from compaction
- A lot of water run off
- Turf deteriorated due to weeds and is patchy

Both the cricket and football propose to club together to introduce a programme of improvement for approval by the Parish Council each club will contribute £500 annually to the programme and have asked if the Parish Council can contribute annually to the programme. The proposed programme of improvements involves the following:

- Reduce the compaction
- Improve the Turf quality and eliminate the weeds – programme of fertilisation, spray in the Spring and Autumn)
- Seed any bare patches of turf in April and September
- Continue with gang mowing and roll as and when necessary.
- Introduce a Aerating Roller which aerates the soil/ground
- Introduce annually deep moling of ground (vertidrain) for the water drainage.

The clubs have requested the Parish Council to purchase the Aerating Roller and pay for the additional application of weed killer (Dave Dwight is to obtain an estimate for the Sallow roller and for extra weed killing)

All Councillors present approved the programme of improvement subject to estimates received from Dave Dwight which should be received and discussed at next month's Parish Council meeting. The Parish Council are to allocate funds every year for the above money taking into consideration the servicing of the gang mower.

Cllr Scott raised the issue about the 2 football goals have deteriorated and need replacing through funds in Commuted Sums. Dave Dwight and Keith Scott will obtain quotes.

The playing field hedges also require cutting by Websters. It was suggested that the clerk is to ask Cllr Robinson to organise with Websters.

2013.66 **Progress Reports.** To receive progress reports as follows:

2013.66.1 Free landing/Breathing Places project (minute 2011.110.1 refers): No current updates.

2013.66.2 LDP Affordable Housing Site, Branton (minute 2012.074 refers): no further news

2013.66.3 Allerton Waste Recovery Park (minute 2011.110.2 refers). See minute 2012.149.03: NYWAG lost the court case and now pursuing an appeal and requesting further donations.

The Environmental Permit Application – EPR/NP3034CG/A001 was approved and issued on the 17th July 2013. The permit is available on the Environment Agency public registers website <http://www.environment-agency.gov.uk/research/library/publicregisters/default.aspx>

The e-mail dated 17th September 2013 received from Jon West regarding NYCC Mineral possible sites which may affect Great Ouseburn was discussed. The land in question lies to the left of Moor Lane and runs to the Dale Stream parish border. If this goes forward the Parish Council will be consulted.

2013.66.4 Highways issues: Cllr Lewis e-mail dated the 3rd September 2013 was read by Cllr Scott together with the e-mail dated the 1st August 2013 from Area 6 regarding the update on potholes which were planned to be fixed within a 2 week period. The clerk reported that the potholes which were carried out have now completely failed within a few weeks of been done and all other major potholes were not repaired. The clerk is to write to County Cllr John Savage and request a meeting with Area 6 preferably to take place within the first week of October 2013.

The clerk is to write to Avenue House further to receiving a number of complaints about parking on and obstructing the public footpath.

2013.66.5 Tree Management: Clerk is to check with Cllr Robinson to see if the large Oak tree on the Village Green has been trimmed by Nigel Roskilly.

2013.66.6 Cold Calling/Neighbourhood Watch within the village: No current news.

Planning decisions notified by Harrogate Borough Council.

2013.67 Mr & Mrs Hodgson, Pear Tree Cottage, Carr Side Road, Great Ouseburn, York, North Yorkshire YO26 9RW 6.80.135.B. 13/01867/DISCON Approval of details under condition 3 (materials) of planning permission 6.80.135.B.FUL: Harrogate Borough Council confirm the discharge of the conditions as described above.

2013.68 Mr & Mrs E Sugden, Tinkers Hollow, Church Field Lane, Great Ouseburn, York, North Yorkshire, YO26 9SG 6.80.187.A.FUL 13/02294/FUL Erection of a single and two storey extension and alteration to one existing window: Grant planning permission subject to conditions.

2013.69 Avenue House, Branton Lane, Great Ouseburn, York, North Yorkshire, YO26 9RS 13/00714/CLEUD Certificate of lawfulness for the existing development of a 2 storey side and rear extension with 2 dormer windows, front porch, chimney stack to side and replacement detached garage/stable block: Lawful development certificate permitted.

To note any decisions received after publication of this agenda and prior to the meeting: None to date

2013.70 **Planning applications:**

To consider any planning applications received after publication of this agenda and prior to the meeting:

2013.70.1 Mr P Evely, Dent House, Main Street, Great Ouseburn, York, North Yorkshire, YO26 9RF 6.80.162.C.TPO 13/03525/TPO Crown thinning and dead wooding of 1 Birch tree of tree

T1, crown lifting of 1 Maple tree of tree T2, dead wooding of 1 Willow tree of tree T3, felling of 1 Damson tree of tree T4 of Tree Preservation Order 55/2004: All councillors present discussed this application and have no objections.

2013. 71 **Questions from Councillors.** To consider questions from Councillors.

Clerk informed all present of Cllr Smales e-mail dated the 16th September tendering her resignation. The clerk will inform Harrogate Borough Council and request a vacancy notice.

Cllr Scott is trying to arrange volunteers to help cut back the Willows etc. at Ousegill Beck.

Cllr Rampling is concerned that the bin men are leaving the bins in the middle of the footpaths once emptied especially at the Branton end of the village and causing problems with pedestrians and disabled people. The clerk is to mention to Cllr Chris Lewis/HBC

2013. 72 **Statement of accounts for the period 1st April 2013 – 18th September 2013.** To consider the statement of accounts for the current year and approve payments therein. – All present agreed as a true and correct record. All present agreed to transfer back the loan from the current account back into the reserves account amount being £1200.

P11/13	Claytons: Spring Festival Cup Engraving	£10.50
P12/13	HMRC Clerks Tax for 2012/13	£332.20
P13/13	James Mackman fee for internal audit 2012/13	£80

2013.72.01 Came and Company Insurance Renewal. To discuss the terms with a view to renewing the policy: Cllr Grant is to request details on the Sums Insured. All present agreed to renew the insurance to the long term agreement of 3 years up until the 30th September 2016 at a renewal premium of £1113.67.

2013. 73 **James Mackman Internal Audit Letter dated the 27th August 2013 –** To discuss and consider the observations and suggestions from the internal audit report: The report was discussed and comments made on the following Observations and Suggestion as laid out in the letter dated the 27th August 2013 as follows:

Observations:

1. This was agreed to identify each asset of land individually at a £1 each in value.
2. The page numbers on the minutes are to be discontinued with immediate effect.
3. The current parish councils risk assessment dated July 2007 is to be updated (see minute 2013.74)
4. The Standing Orders are to be reviewed and to take into account the new Code of Conduct (see minute 2013.75)

Comments:

1. This comment was noted and will be applied to future Annual Returns
2. This was noted and will be applied to future agendas
3. This was noted and will be applied to future minutes
4. This was noted by all present
5. This was noted and will be discussed on the next agenda
6. A VAT claim has been made earlier this year.

2013. 74 To review the Parish Council's risk assessment dated July 2007:

1. To check if the Cricket Club is insuring the Cricket Score Box building – Cllr Grant to look into
2. The clerk is to purchase a new book to log the weekly inspections of the playground area.

3. Under Finance, Comply with HMRC Regulations – In the control and agreed improvements section the clerk is to add 'PAYE rti regulations'

The above amendments are to be made and discuss again at the next Parish Council meeting with a view to approving the updated version of the Risk Assessment.

2013. 75 To review the Parish Council's Standing Orders: The clerk is to compile the new standing orders with the code of conduct and e-mail to all councillors before the next parish council meeting with a view to approving on the next agenda.

2013. 76 Great Ouseburn Allotments – to consider the replacement of the faded water pump sign: The clerk is to get an estimate for a plastic engraved sign saying 'This Well requires priming before use – for instructions refer to the Parish website' Cllr Scott is to write the instructions and post on the website and to pass to the clerk to circulate around the allotment tenants.

Correspondence received. To consider correspondence received, as follows

2013. 77 Edward Pearson (Representative of Cricket Club) and Dave Dwight (Representative of Football Club) to discuss the possibility of having a planned programme of maintenance throughout the year for the playing field: See public participation minute number 2013.65

2013. 78 Group E-mail for Village events – to discuss e-mail: Cllr Judith Burton holds the e-mail distribution list for the villagers which expressed an interest to be on the list. The Parish Council does not have any jurisdiction over this. If you wish to be added to the list then please contact Cllr Burton via her e-mail: judith.burton@burton-ouseburn.co.uk

2013. 79 Harrogate Borough Council Budget 2014/2015 and Corporate Priorities Consultation September 2013: Councillors to co-ordinate a response and return the questionnaire: Cllr Grant kindly offered to complete and return the questionnaire.

2013. 80 Harrogate Borough Council – Harrogate & District Volunteering Oscars 2013: To discuss if the councillors would like to take part by nominating a candidate for any particular category: It was agreed by all present that the Parish Council on this occasion was not going to participate.

Correspondence received after publication of this agenda and prior to the meeting: none to date

2013. 81 **Reports from representatives.** To receive reports from the Council's representatives on the following organisations:

2013.81.01 **Village Hall Committee:** LED Lighting completed

The new Village Hall logo will be out in the next couple of months.

The grant for the Changing room refurbishment was declined.

The Tour De France – Yorkshire Grand Depart to be held on the 5th and 6th July 2014 website is www.go-letour.co.uk Events will be taking place 4 days before, during the weekend and after the event. Camping is available on the playing field. On the 1st October 2013 Director of Welcome to Yorkshire, Peter Shields will hold a talk in the Village Hall about the event and the impact it will have on the area.

2013.81.02 **Police Liaison Group:** e-mails circulated

2013.81.03 **Yore Vision:** There are discussions in progress regarding cycle parking in Boroughbridge. Swale Way opens this weekend and a walk is taking place.

2013.81.04 **First Responder Scheme:** Cllr Scott reported that rather than having 1 person on call the First Responder Scheme are looking into keeping a Defibulator at the Village Hall outside in a secure case with a combination lock. A number of training events will be proposed for Villagers to take part in. Cllr Scott would check on it regularly to make sure it stays charged. All present agreed with the proposal.

2013. 82 **Matters for inclusion on the next Agenda:** Senior Citizens Xmas dinner. Risk Assessment/ Standing Orders and Code of Conduct/Allotment pump sign estimate/Maintenance of playing field estimates

2013. 83 **Date and Time of next meeting.** To confirm that the next meeting of the Council will be held on Wednesday 16th October 2013 at 7.30 p.m. in the Jeff Gill Room at the Village Hall, Great Ouseburn.

There being no further business, the meeting closed at 9.44 p.m.