

MINUTES OF THE GREAT OUSEBURN PARISH COUNCIL MEETING HELD WEDNESDAY 20TH OCTOBER 2021 IN THE VILLAGE HALL.

Commenced: 19.30

Concluded: 21.18

Present: Cllrs Jones (Chairman), Scott, Meakin, Kay, Jorgensen, Grant, Wilkinson County Cllr Paraskos, District Councillor Myatt and S Reid (Clerk).
Also present 1 member of the public.

2122/094 Introduction from the Chairman and a reminder of the Council's expectations for the audio or visual recording of this meeting.

The chairman opened the meeting and welcomed everyone. It was stated that the last few months have been difficult and councillors have experienced abuse. The new clerk was welcomed.

2122/095 To receive any apologies and approve reasons for absence.

There were no apologies.

2122/096 Declaration of Interests

a) To receive any declarations of interest not already declared under the council's code of conduct or members Register of Disclosable Pecuniary Interests.
There were no declaration of interests received.

b) To receive, consider and decide upon any applications for dispensation
There were no applications for dispensation made.

2122/097 To confirm the minutes of the full council meeting held on 15th September 2021 (Appendix 1) as a true and accurate record of proceedings.

RESOLVED that the minutes of the Great /Ouseburn Parish Council Meeting held 15.09.2021 be approved as a true record of proceedings.

2122/098 To receive a report from Cllr Paraskos from North Yorkshire County Council

A working group has been formed at NYCC to look at boundary changes. As changes progress the current number of councillors (350) will be reduced to approximately 90.

2122/099 To receive a report from Cllr Myatt from Harrogate Borough Council

The Police, Fire and Crimes Commissioner has resigned. A by election is to take place at a date to be determined in November 2021. The changes to the new Unitary Authority are progressing. Elections taking place in May 2022 will be for a 5 year tenure. The first year will be as a shadow council until the new authority takes over in April 2023 for which the remaining 4 years will be under this regime.

2122/100 To receive the clerk's report (Appendix 2)

The clerks report was noted.

19.40 hours Cllr Myatt entered the meeting. The council heard agenda item 2122/099.

2122/101 To consider the following financial matters:

a) To approve the schedule of payments (**Appendix 3**)

RESOLVED that the schedule of payments be approved.

b) To approve the bank reconciliation and budget reconciliation (**Appendix 4**)

2122/102 To note the following planning matters:

a) Planning Consultations (**Appendix 5**)

The Council observations are noted in Appendix 5

b) Planning Decisions (**Appendix 6**)

The Planning Decisions were noted

c) Planning Enforcements (**Appendix 7**)

The Planning Enforcements were noted.

19.56 Cllr Paraskos entered the meeting. The council heard agenda item 21/22/098.

20.05 Cllr Jorgensen entered the building

2122/103 To receive an update on the following ongoing issues and decide upon further action where necessary:

a) To receive an update from Cllrs Scott and Meaking in relation to the repairs required to the footbridge on Keld Lane and general overview of the Keld Lane area and decide any further action as required.

The decking is plastic although there appears to be a design fault with the bridge. A cut has been made almost halfway through the beam. This needs reporting to public rights of way. Keld lane is a public road, however the gate is padlocked therefore not allowing the public to utilise the right of way.

RESOLVED that clerk will report the bridge. Cllr Scott to forward photos. Clerk to also contact highways/public rights of way to look at the downgrading of this to a public bridleway. The landowner needs to be invited to any meeting organised.

b) To receive an update from Cllr Jones in relation to the complaint of noise from the development of bungalows on Branton Lane and decide any further action as necessary. The bungalow developments has been very slow. A push is now underway to complete this, therefore developers have been working weekends to try achieve this. The larger issues is the connection of the drainage into the main drains. This has involved a lot of digging up of the roads. This has not been completed correctly and the developer now has to dig the road back up to investigate the issue. It was noted that the noise issue has practically ceased due to the development coming to an end.

RESOLVED clerk to report state of roads to highways.

- c) To consider the dead cherry tree on the village green and decide any further action as necessary.
The replacement tree needs to be 35mm diameter, however the dead tree is under an existing tree which will inhibit the growth of the new tree.
RESOLVED that the clerk to send details to Andy P and he will take it up with the arborculterist at HBC.
- d) To receive an update from Cllr Jones in relation to the owners of Aldwark Bridge confirming they will pay for/make good any damage occurring at the Free Landing whilst undertaking repairs to the bridge and toll house.
It was noted that an email has been received agreeing to putting the Free Landing and associated area back to the standards following the works to be carried out on the bridge and Toll House.

2122/104

To consider the following new matters/correspondence and decide action where necessary.

- a) To consider communication received from Village School and decide any further action as necessary. **(Appendix 8)**
RESOLVED The clerk to contact the school to advise the Council are willing to accommodate the request and ask how to proceed.
- b) To consider communication received in relation to development works due to commence on Branton Lane and decide any further action as necessary. **(Appendix 9)**
RESOLVED That the clerk to write to the developer to ask them to clarify their communication as there appears to be some contradiction in relation to the protection of the tree roots.
- c) To consider the condition of the Lime Trees and decide any further action as necessary.
RESOLVED that no further action be taken at this present time.
- d) To receive an update on the local government re-organisation.
This was covered by Cllr Myatt in her report.
- e) To consider the ongoing issue in relation to climate change and decide any further action as necessary.
It was noted that this is a major concern, especially with heavy rains and flooding. There is an incentive to plant trees in flood areas to soak up water. This may be something the council could investigate.
- f) To note that the bulbs are now ready to collect under Harrogate Borough Council's bulbs scheme.
RESOLVED that Cllr Meakin will collect the bulbs from HBC. Clerk to forward the details to enable collection.
- g) To receive communication from School in relation to vacancies for Governors. **Appendix 10)**
It was noted that the school had now filled these vacancies.

Great Ouseburn Parish Council

- 2122/105** To resolve to exclude the public under the Public Bodies (Admissions to Meetings Act) 1960 S2.
RESOLVED to exclude the public and press.
- 2122/106** To discuss and approve the clerk's contract of employment.
RESOLVED The terms and conditions of the clerks employment were agreed. A Contract will be issued.
- 2122/107** To notify the clerk of matters for inclusion on the agenda at the next meeting
- 2122/108** To confirm the date of the next meeting as 17th November 2021.

APPENDIX 1 – Minutes of previous meeting

Minutes of Great Ouseburn Parish Council Meeting held Wednesday 15th September 2021 in the main hall, Great Ouseburn Village Hall.

Commenced: 19.30 hours
Concluded: 20.51 hours

Present: Cllrs R Jones (Chairman), K Scott, D Meakin Cllr Jorgensen, County Cllr A Paraskos
Also present 2 police officers and 1 member of the public.

- 2021/078 Introduction from the chairman and a reminder of the Council's expectations for the audio or visual recording of this meeting.**
The chairman welcomed everyone to the meeting and reminded them of the right to record, film and to broadcast meetings of the council/parish meeting, its committees, sub committees and any joint committees is established under the Openness of Local Government Regulations 2014. This is in addition to the rights of the press and public to attend such meetings.
- 2021/078 To receive apologies and approve reasons for absence.**
Apologies were received from Cllrs Kay, Grant and Wilkinson.
RESOLVED To approve the reasons for absence.
- 2021/080** In view of the disturbance at the July Parish Council meeting, resulting on the meeting having to be abandoned, it was agreed by all present to stop the public element of the meeting that occurred in the 5 minutes before each meeting proper. It was further agreed by all present that there should be a standing agenda item to allow county and district councillors to speak at the meeting.
- 2021/081 Declarations of interest.**
- a) To receive any declarations of interest under the council's code of conduct or members Register of Disclosable Pecuniary Interests.
There were no declarations of interest received.
 - b) To receive, consider and decide upon any applications of dispensation.
There were no applications for dispensation received.
- 2021/082 To confirm the minutes of the meeting held on 21st June 2021 as a true and correct record of proceedings.**
RESOLVED that the minutes of Great Ouseburn Parish Council meeting of 21.06.2021 be accepted as a true record of proceedings.
- 2021/083 To receive information on the following ongoing issues and decide further action where necessary.**
- a) Keld Lane - It was agreed that the state of the footbridge would be examined by Cllrs Scott and Meakin with a view to deciding on repairs. The state of Keld Lane generally was to be discussed at the October 2021 meeting.
 - b) Fishpond Conservation Area. It was agreed to employ a solicitor to witness the new lease with NYCC.

To consider any planning applications received after publication of this agenda and prior to the meeting. None received.

2021/084

To consider the following new matters/correspondence and decide further action where necessary.

- a) A complaint has been received about the noise arising from the 5 bungalow development on Branton Lane, and the hours of work being extended to late in the evenings and weekends.
RESOLVED Cllr Jones will check the planning consents on this and report back at the next full meeting.
- b) Holly Tree Farm, Piper's Lane, has had a number of bales slashed.
- c) The footpath signs at both ends of the footpath from the village hall to Upper Dunsforth have been damaged.
RESOLVED The Clerk is report this to highways dept.
- d) The dead cherry tree on the village green is to be replaced.
RESOLVED To defer this item to next meeting.
- e) There is a new date for the public enquiry into the proposed increases in prices for the Aldwark Toll Bridge. It will be held on October 25th 2021. The chairman is to confirm with the Toll Bridge owners that they will repair any damage to the land at the Free Landing occasioned by their repair work to the bridge and toll house.

2021/084

Questions from Councillors.

In reply to a question from the chairman, Cllr Meakin agreed to visually inspect the new playground weekly. Harrogate conduct a formal inspection every year, on a three year cycle.

2021/85

To consider the following financial matters.

- a) To approve the schedule of payments
 - It was agreed to pay Cllr Meakin for his several purchases of petrol for the grass cutter totalling £93.76 (£12.19 + 28.03 + 14.30 + 26.22 + 13.02).
 - It was agreed to pay Joseph Lund for two invoices (£96.00 + 25.99). The chairman having settled these invoices directly with Mr Lund it will be the chairman who is reimbursed.
 - Defibrillator pads for the village hall defibrillator. These were purchased by Cllr Jorgensen and she was reimbursed by the village hall. The invoice for £85.13 will be paid to the village hall.
 - The new village signpost is complete and it was agreed to pay the invoice for £2487.60
 - Parish Council insurance is due and it was agreed to pay the premium of £1502.96. The clerk is to check that the cricket club score board building has been removed from the insurance schedule.
 - Report from the auditor Mr James Mackman, fee £150. Approved.
 - Invoice from Nigel Roskilly for groundworks near to playground and village hall £306. Approved.
- b) To note the Bank Reconciliation.
Due to the lack of a clerk there have been no accounts prepared for this current financial year. A new clerk has been appointed and this will now be brought up to date.

2021/86

Banking

It was agreed that the chairman be nominated as the primary official for the parish council bank accounts.

Great Ouseburn Parish Council

- 2021/87 Parish Clerk**
Susan Reid has accepted the position of Parish clerk. She will commence duties with effect from Monday 20th September 2021. Her hours of work for the initial month or two will be variable while she catches up with items arising from the gap in the clerk's position.
- 2021/88 Disruptive member of the public.**
The police have advised that they will intervene should any member of the public attempt to disrupt the function of the parish council.
- 2021/90 General Circulation Correspondence received**
There has been one correspondence received.
- 2021/91 Reports from representatives**
- a) Village Hall Committee are to clarify the issue of the new oil tank
 - b) Police Liaison Committee have nothing to report
- 2021/92 To notify the clerk of matters for inclusion on the agenda at the next meeting.**
- Keld Lane
- 2021/93 To confirm the date of the next meeting as Wednesday 20th October 2021 in accordance with the agreed schedule.**

APPENDIX 2 – Clerk’s Report

The first, and most important thing to note is that the Council has not filed the accounts with PKF Littlejohn. Communication has been received from them. An initial fine of £200 has been levied. It is my intention to contact PKF and attempt to get some leeway for the Council due to the circumstances of the previous clerk leaving. Updates will be provided once I have some information.

Three quotes have been sourced in relation to lights for Christmas for the village. Cllr Paraskos has very kindly offered to donate a sum to assist in the purchase of these. If the council can advise the clerk which option they wish to proceed with the clerk can then request the funds from Cllr Paraskos.

It is the time of year when budgets have to be prepared. A draft budget will be submitted to the November meeting. Any amendments will be made and it is hoped that this can then be ratified at the December meeting of the council. This is the time to look and see if there are any projects the council wishes to undertake for the year 2022/2023 in order that they can be included in the budget.

There is a lot to go through to familiarise myself with the workings of the council and ensure everything is up to date. Please bear with me whilst this is done.

APPENDIX 3 – Scheduled of Payments

Payee	Details	Amount
Mr D Meakin	Petrol for mower	£12.47
Mr K Scott	Email Host Fees	£43.20
SJ Danby (Playscheme)	Playground Inspection	£300.00
Harrogate Borough Council	RoSPA Playground Inspection	£72.00
S Reid	Wages	£244.31
S Reid	Expenses	£65.30
J Mackman	Internal Audit	£150.00
D Meakin	Petrol for Mower	£93.76
N Roskilly	Grass Cutting	£306.00
Signpost Restorations	Repair Sign post	£2,487.60
Defib Warehouse	Replacement Parts	£85.13
Came & Co Insurance	Annual Insurance Fee	£1,502.96
R Jones		£121.99
L Evely	Clerks Wages	£1,025.68
L Evely	Clerks Expenses	£50.00

APPENDIX 4 – Bank Reconcilliation

BANK STATEMENTS		
Bank Account ****		
Bank Account ****		
Bank Account ****		
Total		
Unpresented Cheques		
Closing balance per bank statements		
CASH BOOK		
Opening balance		
Closing balance per cash book as at 2021		

APPENDIX 5 – Planning Consultations

Application No	Proposal	Location	Applicant	PC Comments
21/03973/FUL	Removal, replacement and relocation of heating oil tank	The Village Hall Lightmire Lane Great Ouseburn YO26 9RL	Mr David Burton	No objection but seek guarantees that wall will be high enough
21/03986/FUL	Erection of a two storey extension	17 Branton Close Great Ouseburn YO26 9SF	Matthew Ingal-Tombs	Richard has interest No objections
21/04245/FUL	Alterations to outbuilding to form ancillary accommodation	Church Hill Main Stree Great Ouseburn YO26 9RQ		Rachael has an interest No objections

APPENDIX 6 – Planning Decisions

Application No	Proposal	Location	Applicant	Decision
21/02997/DVCON	Application to vary condition 2 (approved plans) of planning approval 21/00585/REM – reserved matters application for appearance under outline permission 18/04460/OUT to allow formation of roof terrace to rear	Fourways Main Street Great Ouseburn YO26 9RE	Mr Nick Rostron	Grant planning permission subject to conditions.

APPENDIX 7 – Planning Enforcements

Case Number	Location	Alleged Breach	Planning No if applicable	Details
21/00385/PR15	Land comprising field at 444880 461588 Main Street Great Ouseburn	Siting of a caravan		Following an investigation it is planned to visit the area this Friday hoping to establish ownership. A planning contravention notice will be issued to establish what the caravan is being used for.
21/00380/PR15	3 Poplar View Cottages Main Street Great Ouseburn YO26 9RF	Erection of a boundary fence		An investigation has been carried out and a visit to site has taken place. The fence is under 2M in height and therefore it does not need planning permission. The case is closed.

APPENDIX 8

I am e-mailing to ask if some of the local parish councillors would be willing to meet with myself and some of our students over the coming weeks? We are launching a new project which we hope will allow us to have stronger links with the local community and, all being well allow our students and staff to work alongside you to improve the environment and experiences of our local people.

If you could pass this on to the relevant person on the parish council (if it is not you) I would be most grateful and all being well, we can then set up a meeting.

I look forward to hearing from you

APPENDIX 9

I want to inform you that work will start in the next couple of weeks on our site at Branton Lane. The first element of work is to form the access to the site and this will involve removing the young lime tree and a section of hedge to form the new site entrance, as per the planning consent. The start of the access road into the field will then be created. For this section of work, there will be two-way temporary traffic lights on Branton Lane.

There may then be a period of inactivity while the stone settles and we await the delivery of a specialist root protection system which will allow the road to be constructed across the verge. Traffic calming and upgrade to Branton Lane carriageway will then also be constructed and this element will require a road closure with diversion. This work will be carried out by North Yorkshire Highways.

We anticipate that construction of the housing development will follow this enabling activity in Spring / Summer 2022.

If you have any queries, please do not hesitate to contact me.

APPENDIX 10

Please let me introduce myself, [REDACTED], Great Ouseburn Community Primary School Governor.

You may have heard that the School are looking to recruit 3 new School Governors. We are particularly interested to recruit people who are not parents and are currently advertising this opportunity. In an attempt to reach a wider audience across the community, I wondered if it would be possible for you to mention the attached advert at the next Parish Council meeting?

I would be happy to attend the next Parish Council meeting if you think that would be appropriate.