

Great Ouseburn Parish Council

Minutes of the Annual Meeting of the Parish Council held on Wednesday 21st May 2014
at 7.45 p.m. in the Jeff Gill Room at the Village Hall, Great Ouseburn.

Present: Mr K Scott (Chairman), Mr B Robinson (Vice Chair), Mrs M Grant, Mr M Rampling and Mr G Potter, Mr I Shaw

In Attendance: Mrs L Evely (Clerk).

Also present was Cllr C Lewis (Harrogate Borough Council) and two members of the public.

- 2014.015. **Election of Chairman to serve for the year 2014/2015.** Cllr Scott was re-elected. Cllr Robinson proposed and seconded by Cllr Grant.
- 2014.016. **Election of Vice-Chairman to serve for the year 2014/2015.** Cllr Robinson was re-elected. Cllr Rampling proposed and seconded by Cllr Potter.
- 2014.017. **Apologies for absence** Mrs J Burton, Cllr J Savage.
- 2014.018. **Appointment of Representatives to Outside Bodies.** Representatives were appointed to serve on the following bodies for the year 2014/2015:
- 2014.18.1. Village Hall Committee – Cllr J Burton
 - 2014.18.2. Police Liaison Group – Cllr G Potter
 - 2014.18.3. Yore Vision – Cllr K Scott
- 2014.019. **To appoint Committees.** Consideration was given to creating committees of the Parish Council and it was agreed that a sub-committee for the Ousegill Beck/Fishpond Bridge parcel of land would be created to maintain the land. It was also requested for the clerk to ask if anyone from Little Ouseburn Parish Council would wish to be on the sub-committee although they would not be able to have any input on any financial decisions.
- 2014.020. **Annual Subscriptions.** Membership of the following organisations was approved for the year 2014/2015:
- 2014.20.1. Yorkshire Local Councils Associations - £185: All present agreed to pay the renewal fee
 - 2014.20.2. York and North Yorkshire PFA - £12.50 last year: All present agreed to pay the renewal fee
 - 2014.20.3. Rural Action Yorkshire - £35 last year: All present agreed to pay the renewal fee
 - 2014.20.4. Campaign to Protect Rural England (CPRE) - £36: All present agreed to pay the renewal fee
 - 2014.20.5. Any other organisation not listed above. None
- 2014.021. **Internal Auditor.** To confirm the appointment of Mr James Mackman as internal auditor for the year ended 31st March 2014 £80: All present agreed to pay the renewal fee.
- 2014.022. **Statement of accounts.** To confirm and adopt the accounts and statement of balances for the year ended 31st March 2014, including the letter to the internal auditor regarding the review of effectiveness of the audit. To approve the accounting statements and annual governance statements on the Annual Return to be sent to the external auditors: All approved.
- 2014.023. **Date and Time of next meeting.** To note that the next Annual Meeting of the Parish Council will be on Wednesday 20th May 2015.
- 2014.024. There being no further business, the meeting closed at 8 p.m.

Minutes of a meeting of the Parish Council held on Wednesday 21st May 2014
at 8.00 p.m. in the Jeff Gill Room, Village Hall, Great Ouseburn.

Present: **Present:** Mr K Scott (Chairman), Mr B Robinson (Vice Chair), Mrs M Grant, Mr M Rampling, Mr I Shaw and Mr G Potter.

In Attendance: Mrs L Evely (Clerk).

Also present was Cllr C Lewis (Harrogate Borough Council) and two members of the public.

2014. 025 **Apologies for absence:** Mrs J Burton, Cllr J Savage.

2014. 026 **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.

2014. 027 **Minutes of the previous meeting.** To confirm the minutes of the meeting held on Wednesday 16th April 2014: Approved and signed by the Chairman.

2014. 028 **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:* nil

2014. 029 **Progress Reports.** To receive progress reports as follows:

2014.29.01 Free landing/Breathing Places project (minute 2011.110.1 refers): Pothole filled in by the Council.

2014.29.02 LDP Affordable Housing Site, Branton (minute 2012.074 refers): It is being queried as to whether the development will move forward due to such discrepancies with the Sites and Policies Plan. There are discrepancies in the number of houses required and not enough employment land. Therefore they may relook at the A1 corridor site. Cllr Lewis explained nothing will happen now until after elections and until after then she will write with suggestions and copy the Parish Council into the letter.

2014.29.03 Allerton Waste Recovery Park (minute 2011.110.2 refers). See minute 2012.149.03: Cllr Lewis informed the Parish Council a lot of work is going on behind the scenes to do with the updated figures of profit and on the risk assessment.

2014.29.04 Highways issues: The dog waste bins have been installed at the previously agreed locations. Cllr Lewis requested for people to e-mail her when concerned that the public waste bins become full as she will report to the council and request that they will be emptied.

2014.29.05 Tree Management: nil

2014.29.06 Commuted Sums: Awaiting payment for the Football Goal posts and Village Hall Shower rooms.

2014.29.07 Fishpond conservation area: Dave Meakin has kindly offered to top this area with his tractor.

2014.29.08 Allotments: All allotments have been rented again for this year. There is currently Bees swarming in the area. Cllr Scott said it is common for this time of year as there are other swarms in different parts of the village.

2014. 030 **Planning decisions notified by Harrogate Borough Council.**

2014.30.01 Mr Graham Heatley, Unit 3, Peasholme Court, Stonebow, York, North Yorkshire, YO1 7AD Re: The Forge, Main Street, Great Ouseburn, York YO26 9RF 6.80.188.B.DVCON 14/00131/DVCON: Application for variation of condition 2 to allow alterations to plans so garage will be attached and porch added to front elevation, condition 4 to allow window frames to be upvc instead of timber, condition 13 to allow 2no additional windows at ground floor level to rear, and removal of condition 10 remediation and contamination assessment in relation to planning approval 6.80.188.FUL – PART APPROVE THE APPLICATION AND PART REFUSE THE APPLICATION: The Chairman read out the decision notice.

2014.30.02 Mr Graham Heatley, Unit 3, Peasholme Court, Stonebow, York, North Yorkshire, YO1 7AD Re: The Forge, Main Street, Great Ouseburn, York YO26 9RF 6.80.188.DISCON 14/00132/DISCON: Approval of details under condition 3 (material sample), 6 (Site Access), 8 (Relocate Bus Stop), 9 (Access and Parking), 11 (Root Protection Area) and 14 (Boundary treatment) of Planning Permission 6.80.188.FUL – CONFIRMATION OF DISCHARGE to the part: Conditions 3, 8, 9 and 14

REFUSAL OF DISCHARGE to the part: Condition 6 and 11: The Chairman read out the decision notice.

To note any decisions received after publication of this agenda and prior to the meeting:

2014.30.03 Planning Enforcement Notice for: The Forge, Main Street, Great Ouseburn, York YO26 9RF Case No. 14/00226/BRPC Ref: 6.80.188.FUL – Breach of conditions for development – erection of 1 detached dwelling and garage and formation of vehicle access (site area 0.09ha). An investigation including if necessary a site visit will be carried out within the next 28 days: The Chairman read out the decision notice, plus Cllr Lewis read out a further e-mail that she had received from HBC Planning department. Cllr Lewis is requesting a meeting between the Parish Council and Harrogate Borough Council to discuss their decisions and also asking for the Council to supply the Conservation Report that sanctioned these conditions. Cllr Lewis informed the council the Bus Stop has to be placed in the location as per plans.

It was requested for Cllr Lewis to request the Conservation Officer to also look at Rosehill as to why it has been demolished and left as a building site for such a long time with heras fencing still encroaching onto the public footpath.

Planning applications:

2014. 031 North Yorkshire County Council, NY/2014/0129/A30 Consultation on planning application for the approval of details reserved by condition No's 13, 14, 26, 27, 30 and 32 of planning permission reference no. C6/500/63/Q/CMA which relates to the procedure for dealing with complaints (operations), Local Liaison Committee, Landscape, Cable Route Hedge Protection, Ecology and Litter Management Plan for the Allerton Waste Recovery Park (AWRP) on land at Allerton Park Quarry, Allerton Park, Knaresborough, North Yorkshire HG5 0SD: This was discussed and all present requested for the Consultation Group that is to be formed should be totally independent of the County Council and Amey Cespa.

2014. 032 Mr G Jackson, Sandlands, Main Street, Great Ouseburn, York YO26 9RQ 6.80.45.E.FUL 14/01782/FUL - Conversion of garages and office to form additional living accommodation, erection of garage block and conversion of agricultural land to form domestic garden: No plans were received from HBC at the time of discussing this application therefore these are still outstanding and the clerk asked for the application to be deferred until the next meeting to enable the councillors to discuss in full. However, the Councillors made the following comments on the information that was provided: With regards to the agricultural land that is to be changed to form part of the garden, The Councillors object to this and would like to draw the HBC attention to the Area 92 Landscape Assessment policy which includes this property in Great Ouseburn and also to the Conservation Area advice of which both underline the importance of not extending domestic curtilages into Agricultural areas to preserve this historic form of this linear village. Another comment made was that it is not clear as to what material is to be used on the driveway therefore this information has been requested.

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

2014. 033 **Questions from Councillors.** To consider questions from Councillors.

Cllr Potter reported that someone has thrown about 40 stones onto the cricket pitch. Therefore Cllr Potter is to get estimates for CCTV posters and to discuss at the next meeting.

Cllr Robinson reported that there are Quad bikes that are not road legal speeding on the lanes of Ouseburn by teenagers who live in Branton Court. Cllr Lewis is reporting to the police.

Cllr Grant said Avenue House is still parking cars on the highway across the footpath and on the grass verge. Cllr Lewis requests the time, dates and vehicle registration numbers are emailed to her and she will report to the police so they can take action.

2014. 034 **Statement of accounts for the period 1st April 2014 – 31st March 2015.** To consider the statement of accounts for the current year and approve payments therein: Agreed as a true and correct record.

2014.34.01 Cllr Mike Rampling to discuss the estimate for the toughened glass for the repair of the Parish Noticeboard with a view to purchasing with Councillors consent: This is to be put on the next agenda.

2014.34.02 Cllr Potter to discuss the estimate for the Cricket Playing Field Fencing with a view to purchasing with Councillors consent: This is no longer required to be discussed as Cllr Robinson kindly sorted.

- 2014.34.03 Cllr Scott to discuss the estimate for the CCTV Camera to monitor the playing field in order to deter dog fouling on the field: This was discussed and agreed to purchase and Cllr Potter will arrange to get it.
- 2014.34.04 Allotment Water pump leather washer replacement due to the original disintegrating: estimate cost to replace is £12.99: This was discussed and all present agreed to purchase – Cllr Scott to sort.
2014. 035 North Yorkshire County Council – Urban Grass Cutting for 2015 letter dated 24th April 2014 – Councillors to discuss future plans for grass cutting services due to the proposed future reductions in funding taking place for this service: This is to be put onto the next agenda for discussion and in the meantime the clerk is to ask for an estimate from HBC/NYCC to do the areas in question.
2014. 036 YLCA – Provisions of Services document – YLCA Seeks the Parish Council to acknowledge this document and accept the terms of service. The clerk is requested to confirm by e-mail or letter with the decision made: This was discussed and terms of service agreed.
2014. 037 Harrogate Borough Council – Parish Council Community Group, Bulb Scheme. The Councillors are to discuss if they wish to accept any bulbs this coming autumn and to agree on which type of bulb: It was agreed to obtain the Wild flowers as they can be grown near Fishpond Bridge and Ousegill Beck.
- Items received after publication of this agenda and prior to the meeting:
2014. 038 YLCA: Harrogate Branch Meeting to be held on Monday the 9th June 2014 at 6.00pm at the Council Chambers, Crescent Gardens, Harrogate. – The Parish councillors to discuss if there are any parish matters to put forward and if anyone would like to attend: This was discussed and no matters to put forward at this present time.
2014. 039 Great Ouseburn Parish Council – Code of Practice for Handling Complaints: The Councillors are to review and update with any necessary amendments: The document was reviewed by all present and no changes necessary.
2014. 040 Great Ouseburn Parish Council – Financial Regulations for Great Ouseburn Parish Council: The Councillors are to review and update with any necessary amendments: This was reviewed by all present and sections 5 and 6 are to be updated to show the Internet Banking and On-line payment methods.
2014. 041 **General Circulation Correspondence received – for information only.** This was noted and passed for circulation by the clerk
2014. 042 **Reports from representatives.** To receive reports from the Council's representatives on the following organisations:
- 2014.042.01 **Village Hall Committee:** Shower Cubicles are now complete.
- 2014.042.02 **Police Liaison Group:** no news, Cllr Robinson asked if they could attend the next meeting. The Clerk e-mails to notify the Police that a meeting is taking place when e-mailing the Councillors with a Parish Council Summons.
- 2014.042.03 **Yore Vision:** A newsletter is about to be circulated.
2014. 043 **Matters for inclusion on the next Agenda:** minute 2014.34.01, 2014.034.03, 2014.035
2014. 044 **Date and Time of next meeting.** To confirm that the next meeting of the Council will be held on Wednesday 18th June 2014 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 21.35hrs