

Great Ouseburn Parish Council

Minutes of the Annual Meeting of the Parish Council held on Wednesday 17th May 2017
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), Mr Stephen Wilkinson, Mr Dave Meakin,
Mrs Debbi Jorgensen and Miss Gabby Bush, Cllr Paraskos (NYCC)

In Attendance: Mrs L Evely (Clerk).

Also present was one member of the public.

- 2017.016. **Election of Chairman to serve for the year 2017/2018:** Cllr Robinson proposed Cllr Scott. Cllr Meakin seconded. Cllr Scott elected Chairman.
- 2017.017. **Election of Vice-Chairman to serve for the year 2017/2018:** Cllr Meakin proposed Cllr Robinson. Cllr Wilkinson seconded. Cllr Robinson elected Vice-Chairman.
- 2017.018. **Apologies for absence:** Cllr Kay
- 2017.019. **Appointment of Representatives to Outside Bodies.** To appoint representatives to serve on the following bodies for the year 2017/2018:
- 2016.19.1. Village Hall Committee: Cllr Bush
 - 2016.19.2. Police Liaison Group: Cllr Meakin and Cllr Jorgensen
 - 2016.19.3. Yore Vision & Boroughbridge Walkers are welcome: Cllr Scott
- 2017.020. **To appoint Committees.** To consider creating committees of the Parish Council and to appoint members to them: nil
- 2017.021. **Annual Subscriptions.** To approve membership of the following organisations for the year 2017/2018:
- 2016.21.1. Yorkshire Local Councils Associations - £202: all present approved
 - 2016.21.2. York and North Yorkshire PFA - £12.50 last year: all present approved
 - 2016.21.3. Rural Action Yorkshire - £35: all present approved
 - 2016.21.4. Campaign to Protect Rural England (CPRE) - £36 last year: all present approved
 - 2016.21.5. Any other organisation not listed above: to donate £100 to the North Yorkshire Air Ambulance this year.
- 2017.022. **Internal Auditor.** To confirm the appointment of Mr James Mackman as internal auditor for the year ended 31st March 2017: £80:
- 2017.023. **Statement of accounts.** To confirm and adopt the accounts and statement of balances for the year ended 31st March 2017, 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
- 2017.024. **Date and Time of next meeting.** To note that the next Annual Meeting of the Parish Council will be on Wednesday 16th May 2018.
- With there being no further business the meeting closed at 8.00pm

AGENDA

- 2017.025 **Apologies for absence:** Cllr Kay
- 2017.026 **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
- 2017.027 **Minutes of the previous meeting.** To confirm the minutes of the meeting held on Wednesday 19th April 2017: Approved, signed and dated by the Chairman.
- 2017.028 **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
- 2017.029 **Progress Reports.** To receive progress reports as follows:
- 2016.28.1 LDP Affordable Housing Site, Branton (minute 2012.074 refers): No news apart from a survey for Great crested newts.
- 2016.28.2 The Free Landing: no news
- 2016.28.3 Highways issues: All reported potholes have been marked up for repair.
- Cllr Paraskos to request with NYCC the Pipers Lane nameplate has been mis-spelt on the side going out of the village it has been spelt as Piper Lane rather than Pipers Lane.
- Fishpond Bridge was not repaired as informed during the Easter holidays. The update is that it is still in Design Stage.
- Highways are reviewing the road signage on the Boroughbridge road junction with Little Ouseburn and at the junction of Carr Side Road with regards to the diverting of traffic to the Toll Bridge and Linton on Ouse. It currently diverts all traffic through Carr Side Road and the main section of the village unnecessarily rather than just heavy goods vehicles.
- a) NYCC – Boat Lane Grass Path: Cllr Meakin will do a trial drainage channel in a grip to show how the grass path will be intended to look and contact the highway inspector to assess.
- 2016.28.4 Tree Management: no news
- 2016.28.5 Commuted Sums: no news
- 2016.28.6 Fishpond conservation area: Cllr Robinson and Cllr Meakin cut the grass and the Willow trees need pruning.
- 2016.28.7 Allotments: no news.
- 2016.28.8 Children's Play Area: a) to discuss the Dog Warden HBC, Dog Fouling Order/Dogs on a lead on the playing field: no news
- b) To discuss the update on the Play Area Annual Inspection Report maintenance works: Check to see if the gate roots have been covered over.
- 2016.28.9 Allerton Waste Recovery Park: Cllr Teague is still chasing news regarding the demolition of the farmhouse and erection of the new visitor centre.
- 2016.28.10 The Crown Inn: no news
- 2016.28.11 Two Ridings Community Foundation Grant: Currently working on the Design grant. The proposal drawings were discussed. We shall have to wait to hear from the Drainage Board to see if they accept the proposal of widening the beck. There are mixed views on the safety of the

dipping bridge as some believe it should have railings and others believe that the design is acceptable. Cllr Scott will request further information on this part of the design.

2016.28.12 Development of land to houses and new Public House at Branton Green: planning decision notice approved and read out by the Chairman.

2016.28.13 The Pensions Regulator: Vat number e-mail dealt with.

2017. 029 Planning decisions notified by Harrogate Borough Council.

2017.29.01 Tinkers Hollow, Church Field Lane, Great Ouseburn, York YO26 9SG Enforcement case no. 17/00125/PR15 letter with update dated 25.04.17:

2017.29.02 Mr & Mrs Clapperton, Ousebank Farm, Broad Gate to Moor Lane, Great Ouseburn YO26 9TP DCPCDEC 6.80.72.F.FUL 17/OO788/FUL Demolition of outbuilding and erection outbuilding to form garage, cart shed and stores. APPROVED SUBJECT TO CONDITIONS

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

2017. 030 Planning applications

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

General items:

2016. 031 Harrogate Borough Council – The North Yorkshire Permit Scheme Consultation. Deadline for responses is Monday 7th August 2017: All agreed to not respond to consultation.

2016. 032 YLCA – EMAIL DATED 08.05.17 – Parish Council Representatives to be allocated: Cllr Scott to be nominated.

Items received after publication of this agenda and prior to the meeting:

2016. 033 Paul Ryan, North Yorkshire County Council e-mail dated 15.05.17 re: Proposed alterations to Great Ouseburn Primary School Keep Clear Road markings: All present have no comments to make.

2016. 034 Great Ouseburn Parish Council – The Councillors to review the ‘Code of Practice for Handling Complaints’ paper: Accepted – no changes to make

2016. 035 Great Ouseburn Parish Council – The Councillors to review the ‘Risk Assessment and Management’ paper: Accepted – no changes to make

2016. 036 Great Ouseburn Parish Council – The Councillors to review the ‘Pipers Lane Pond Public Safety Risk Assessment’ paper: Accepted – no changes to make

2016. 037 Great Ouseburn Parish Council – The Councillors to review the ‘Financial Regulations for Great Ouseburn Parish Council’: Agreed to change section 7.7.2 – payment to the Clerk to include method of payment by Bank Transfer.

2016. 038 **Questions from Councillors.** To consider questions from Councillors: Cllr Meakin will circulate a flyer/newsletter for approval to distribute at the Newcomers meeting.

Cllr Robinson is to look into the cost of a John Deere mower.

Cllr Wilkinson raised issues with Moor Lane – to put on the next agenda for discussion

2016. 039 **Statement of accounts for the period 1st April 2017 – 31st March 2018** To consider the statement of accounts for the current year and approve payments therein: Approved as a true and accurate record.

P1/17	YLCA (annual membership 2017/18)	£202.00
P2/17	B Robinson (Groundwork invoice April 2017)	£25.00
P3/17	D Meakin (Groundwork fuel receipts March and April 2017)	£27.60
P4/17	Nigel Roskilly (Groundworks for February and March 2017)	£168.00

Current account balance @ 14.04.17:

10,851.33

Deposit account balance @ 31.03.17:	1,411.48
Reserves account balance 14.02.17:	2,095.52
Less unrepresented cheques/transfer:	422.80
Add unbanked receipts/transfers:	5340.54
Total:	19,276.27

- 2017.039.01 B Robinson Groundwork fuel receipts for April 2017– £40.04: Approved
- 2017.039.02 M Rampling Groundwork fuel receipts for April 2017 - £22.28: Approved
- 2017.039.03 W T Webster & Sons hedgecutting 2016 works invoice dated 31.05.16 £36: Approved
- 2017.039.04 HSBC Mandate for Local Authority to complete.: To go on the next agenda.

Finance items received after publication of this agenda and prior to the meeting:

- 2017.039.05 S Mendham – Service of Gang mower 3 units £450: Approved

2016. 040 **General Circulation Correspondence received – for information only.** This was noted and passed for circulation by the clerk

2016. 041 **Reports from representatives.** To receive reports from the Council's representatives on the following organisations:

2017.041.01 **Village Hall Committee:** no news

2017.041.02 **Police Liaison Group:** Drive by egg throwing within the village and neighbouring villages – no other incidents

2017.041.03 **Yore Vision:** no news

2016. 042 **Matters for inclusion on the next Agenda:** HSBC Mandate, Moor Lane, Pipers Pond

2016. 043 **Date and Time of next meeting.** To confirm that the next meeting of the Council will be held on Wednesday 21st June 2017 at 7.30 p.m. in the Jeff Gill Room at the Village Hall, Great Ouseburn.

With there being no further business the meeting closed at 9.30pm