

Staveley and Copgrove Parish Council

Clerk: K Haw
Corner Ways, Ferrensby HG5 9JG

Staveley and Copgrove Parish Council Meeting
14th Aug 2018

Minutes

Present:

Parish Councillor Bill Kirkpatrick (BK)
Parish Councillor Nick Stringer (NS) Parish Councillor Peter Edwards (PE)
Parish Councillor Helen North (HN) Parish Councillor Neil Horton (NH)

Clerk, K Haw (KH)

11 Members of the public

1. To Receive Apologies Cllr Windass, Cllr Z Metcalfe, Parish Councillor Claire Dennis

2. To Receive Declarations of Interest None

3. To Confirm Minutes of the Meeting of 26th May

Councillors confirmed they were accepted as a true record of the previous meeting. Proposed by PE and 2nd by NS

4. To receive credits and invoices

Clerk updated the meeting on the financial status, bank balance at £10,174.62 which excluded the following invoices, grass cutting in Copgrove £424, repair of seat £120, plants for village green £19.

5. Councillor Updates

Unfortunately both County and Local councillors were both on holiday and unable to attend the meeting. Our local Community Support Officer attended and gave an update on recent crime in the area and that unfortunately the station at B'bridge is to close at the end of the month. He was keen to assure us that support would still continue in the parishes. Fish sellers have been in the area again with a couple of burglaries occurring after their visit. Everyone asked to be vigilant and report anything suspicious.

6. Neighbourhood Plan.

A revised date for meeting is required as village hall booked, TBC. NS, BK & NH to do presentation to residents to give everyone idea on benefits and gain more support from the residents to drive this forward. Date for this village meeting to be arranged – action NS/NH. PE said a conversation with a planning officer highlighted that these are a great idea and should not be made complicated. Everyone has an opportunity to have a say. NH to send round details on the village email.

7. Planning Applications

Yorvik Homes are proposing a large development at Copgrove. There will be a presentation in the village hall on 3rd Sept from 3pm to 8pm. Chairman encouraged everyone to attend and ask lots of questions about the proposal. Initial feelings are that the development is not in keeping with the village and 27 homes is far too much.

Arkendale Road, Cllr Metcalfe not at the meeting so an update was unavailable, this has been “called in” and is awaiting an HBC planning meeting.

Minskip Rd, we are unlikely to see anything for this until the draft local plan has been approved.

Some discussions on the SV2 site near the Pinfold by ESH. Previous suggestions for this site have been red-flagged because of its proximity to the Staveley conservation area and potentially dangerous road access. It was agreed to reject the proposal by ESH, and the Chairman will write to HBC Planning accordingly.

8. Grass Cutting

NH has done some work on trying to identify the grass cutting contract with HBC and said in his opinion we have 3 options:- go to tender, bring the work in house or continue as we are. It was agreed to approach HBC with our specification before doing anything further. It was agreed that the village green and recreations field cannot be left to grow wild as some verges will also need to be cut back for visibility purposes too.

9. Community Speed Watch

Equipment is available with PC Jan Powell, concerns can be raised with him. However there is interest in setting up a local CSW and HN agreed to lead on this project. Clerk to speak to contact to see what next steps for Staveley are and timescales involved.

10. Procedures Matters

It was agreed to sign up to LCPAS for their offer of a Data Protection Officer and to take annual subscription with them too at a cost of £250 a year. This will enable the PC to be legally compliant.

A Document Retention, Disposal and Storage Policy draft was agreed.

Website – looking to use Wordpress at £70-80 a year, this will bring control back to the PC, chairman tasked NH to finalise work on this. Chairman asked for a vote of thanks to Paul Smith for his work on the village website and will contact him to convey the PC thanks.

A Finance sub-committee was agreed with NS, NH & BK leading on this sub group. To look at external audits and budget planning. Terms of Reference for the sub-committee were agreed. The sub-committee will also finalise the following procedural and policy documents for adoption by full Council: Standing Orders, Financial Regulations, Code of Conduct, Risk Assessment and Business Continuity Plan, and ensure that the Council conforms to the Transparency Code for Smaller Authorities.

11. Matters Arising

Staveley Nature Reserve Liaison Group – BK has resigned as PC representative, NH takes over this position.

A cheque for £250 was presented to the village hall for annual use of it for all PC meetings.

Chairman to follow up on outstanding actions from previous meeting re posts on village green, site visit for parking issues and bus service.

Chairman to contact CD to understand if there was now a group to help maintain the recreation field and clean equipment.

It was agreed to look at online banking, clerk presented forms for completion.

Meeting closed 20.00

Next meetings

November 2018 – date TBC