

Staveley & Copgrove Parish Council

Website: <https://staveleyandcopgrovepc.org.uk/>

Clerk: Neil Horton

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Parish Council Meeting Minutes

26th November 2019

7pm Staveley & Copgrove Village Hall

Meeting No. PC.2019.11

Present:

Councillor Graham Bowland	(GB)	
Councillor Peter Edwards	(PE)	
Councillor Derek Kenningham	(DK)	
Councillor William Kirkpatrick	(BK)	Deputy Chair
Councillor Helen North	(HN)	Chair
Councillor Nick Stringer	(NS)	
Clerk/RFO Neil Horton	(Clerk)	
Councillor Robert Windass	(RW)	North Yorkshire County Council

8 Members of the Public

1. To receive apologies for absence

1.1. None.

2. To receive declarations of interest

2.1. GB and DK declared an interest in item 6.1.

3. To confirm the minutes of the last meeting on 6th August 2019

3.1. The minutes were agreed as a true record of the meeting.

3.2. Matters Arising

3.2.1. NYCC will be erecting the No Footpath sign shortly, subject to a new post to hold the sign.

3.2.2. No further reports of fly tipping near the Pinfold have been reported.

4. Councillor Update

4.1. RW updated Council on the following topics:
Minskip Road - still awaiting a reply from Area 6,
Welcome to Yorkshire project and NYCC £.5m loan,
The road gritting programme,
Bond End (Knaresborough) roundabouts scheme,

A1/A59 junction improvements,
School exclusions,
Starbeck (Harrogate) rail crossing proposals,
Allerton Park Waste Recycling Plant update after 1 year,
Kirby Hill motorway services proposal rejection.

4.2. The Examiners report following the public examination of the Harrogate District Local Plan has been received but further action will not take place until after the General Election on 12/12/2019.

4.3. Barley Court, Arkendale Road.
GB and a member of the public detailed problems with flooding around this site, in particular with regard to the Recreation Field, to RW. GB to forward documents and evidence to RW for further investigation. HBC Enforcement Officer is visiting the site in the near future.

5. Financial Update

5.1. Council received the recommendations of the Finance Sub Committee (FSC) meeting on 23rd October 2019 as:

5.1.1. Internal Auditor appointment.
Decided: Clerk to approach neighbouring Parish Councils with regard to mutual exchange of Clerk/Councillor for internal audits.

5.1.2. Budget for 2020-2021 and precept demand.
Decided: To accept the proposed budget and to set the precept demand for 2020/21 at £6,355, representing a 9% increase on the 2019/20 precept.

5.1.3. Bank Mandate change.
Decided: To continue with the new Lloyds bank account and Clerk to close the Nat West bank account.

5.1.4. Reserves Policy.
Decided: To accept the proposed changes to the reserves policy.

5.2. Council received the latest Financial Statement.
Decided: Council accepted the statement and approved payments due before the next meeting.
Actions: Clerk to implement.

6. Planning Applications

6.1. Council received report PC5¹ proposing a response to planning application 19/03787/FULMAJ for the proposed residential development of 13 no. dwellings and associated works on land comprising field at 436677 462600 Main Street, Staveley.
Decided: To submit the proposed response to HBC. To request that the application goes before the HBC planning committee.
Actions: Clerk to submit the response. NS to request the application

is 'called in'.

- 6.2. Planning applications decided since the last PC meeting and applications awaiting decision were presented to Council for information. There were no further comments on any application.

7. Climate Change Actions for Parish Councils

- 7.1. **Decided:** To defer this item until the next meeting.

8. Traffic Volume and Speed Through the Villages

- 8.1. **Decided:** No further action to be taken until a response is received from NYCC Highways Area 6.

9. Grass and Hedgerow Cutting

- 9.1. HN proposed that the work of grass cutting in Staveley in 2020 be put out to tender in an attempt to improve the quality of the work done and possibly reduce the cost. Grass cutting in Copgrove is considered satisfactory.

Decided: To proceed with tendering grass cutting in Staveley for 2020.

Action: A working party of HN, BK and Clerk to prepare a specification and associated documents for tender.

10. Allerton Waste Recovery Plant Grant Update

- 10.1. HN advised the meeting that the £5,880 needed to complete the projects and secure the outstanding grant monies had been raised and thanked all those who had contributed. Having secured the funds the council was further required to arrange an agreement, as detailed in report PC6², with the landowner of the field in relation to the fence.

- 10.2. The PC considered the draft agreement as tabled. As agreed by the Two Ridings Community Foundation no legal advice was sought or provided by or to either party prior to this and on that basis it was agreed by a majority of 4/2 of the council to accept the draft.

Decided: To proceed with the agreement and finalise meeting the grant conditions.

Action: HN and Clerk to complete all necessary documents and forward to the TRCF.

11. Play Area Maintenance

- 11.1. Following the repair to the recreation field entrance gate, the 'shut the gate' sign needs to be replaced. Additional signs for 'no dogs' and 'no smoking' beside the gate are required.

Action: GB to arrange replacement of 'shut the gate' sign. Clerk to

arrange for purchase and installation of additional signs.

- 11.2. It was noted that works may soon be required to repair the rubber surface and remove debris from the edges.

Decided: It was agreed to await the results of the next inspection in January 2020 and seek quotes for the recommended remedial work then.

12. Procedural Matters

- 12.1. Council considered proposed new policies for:

- 12.1.1. Risk Assessment³

Decided: To adopt the proposed risk assessment.

- 12.1.2. Business Continuity Plan⁴

Decided: To adopt the proposed plan.

13. Any other Business

- 13.1. BK raised the issue of parking opposite the school during drop off and pick up times and the problems this caused for other traffic using Minskip Road.

Decided: The issue was noted however no action was agreed upon as outside the scope of the PC remit.

- 13.2. BK raised the concerns of some residents with regard to the signage at the end of Low Field Lane, erected by the owners of No. 24, indicating that the track was a 'private drive'. The owners of No. 24 explained the reasons for the signs.

Decided: The issue was noted however no action was agreed upon as outside the scope of the PC remit.

- 13.3. PE updated Council on a recent meeting with Energyline at Jubilee Court and their forthcoming proposals.

14. Dates of Next Meetings

- 14.1. Full Council - 7pm

- 14.1.1. Tuesday February 4th 2020

- 14.1.2. Tuesday May 19th 2020 (AGM) (TBC)

- 14.1.3. Tuesday August 4th 2020 (TBC)

- 14.1.4. Tuesday 3rd November 2020 (TBC)

- 14.2. Finance Sub Committee - 7pm

- 14.2.1. Thursday 23rd January 2020

- 14.2.2. Wednesday 22nd April 2020 (TBC)

- 14.2.3. Wednesday 22nd July 2020 (TBC)

- 14.2.4. Wednesday 21st October 2020 (TBC)

Meeting closed at 8.45pm

- ¹ Report No. PC5 - Proposed response to planning application 19/03787/FULMAJ
- ² Report No. PC6 - Proposed Glebe Farm Agreement
- ³ Risk Assessment
- ⁴ Business Continuity Plan

All documents referred to in these minutes are available to view and download in the Document Library section of the Parish Council website listed at the start of this document.