

GOLDSBOROUGH AND FLAXBY GROUPED PARISH COUNCIL

Minutes of Parish Council Meeting held on Monday 4th July 2016 at the Bay Horse Inn, Goldsborough

Present: Councillors Matthew Davies (Chairman), Claire Morrell, Helen Short, Jackie Dowker, Becky Smith, Simon Oldroyd, Steve Rowe and Derrik Summers (Clerk)

Also in attendance: Councillor Andrew Paraskos (for Harrogate Borough Council Ribston ward), Mr Jay Everett (representing Addison Planning Consultants Ltd), Mr Chris Glass (representing Smalley Marsey Rispin Architects) with two colleagues and 4 parishioners.

30. Apologies for absence

Mr Ray Mallon had planned to attend but gave his apologies to the Clerk before the meeting due to another business commitment in the day that prevented him from getting to the meeting.

31. Declarations of interest relating to items on the agenda

Steve declared an interest relating to the Parish Council website (item 48).

32. Minutes of the previous meeting held on 9th May 2016

The Clerk had one correction. For item 13 on page 4 the Crime figures were the April (2016) figures not March as stated. There were no further corrections required. Matthew initialled all pages including a corrected page 4 together with the three financial pages (petty cash, bank accounts and play area fund) that had been published for the May meeting.

33. Minutes of the Annual Parish Meeting (for the Flaxby Housing Development) held on 9th May 2016

There were no corrections or amendments required and accordingly each page of the minutes were approved and initialled by Matthew.

34. Flaxby Golf Course proposed housing development

Fly tipping was occurring down the lane and on the entrance to the Golf Course. NE Security were dealing with this site, The Clerk was asked to inform Mr Mallon of the problem. Grass cutting was not being done to the Greens. It was believed that the sale had recently gone through via the liquidators to FPL.

35. Proposed Flaxby Green Park - Business Park

Mr Jay Everett (representing Addison Planning Consultants Ltd) and Mr Chris Glass (representing Smalley Massey Rispin Architects) the project architect handed out 2nr A3 size plans of the proposed Business Park (Flaxby Green Park) and gave a presentation and answered questions about the proposals. This was informative and well presented. There were a number of questions relating to issues such as numbers (up to 2840) of people to be working at the Business Park, vehicle parking and the rail halt. They suggested it might be useful to people locally if a drop in session was set up at the same venue in a few weeks time to see the proposals. The Councillors agreed this was a good idea. Mr Everett said he would organise this and in the meantime do a letter drop to households in the villages to inform them of the date, time and venue. **POST MEETING NOTE:** The drop in consultation event was planned for Tuesday 26th July 2016 from 5.30pm to 8.30pm at The Bay Horse Inn, Goldsborough

The PC found the presentation useful for its own needs to comment on the Assessment Scoping Request for Flaxby Green Park sent by HBC. The PC discussed various concerns but agreed that the only issue able to be commented upon was the extent of vehicle traffic that would be created by this Business Park, exacerbating the potential additional vehicle traffic to/from the Allerton Incinerator, the Manse Farm housing development and also the Flaxby Golf Course proposed housing development. Other issues such as air quality, light pollution, were considered best to be commented upon by the relevant specialist environmental consultants approached by HBC to comment separately. The Clerk was asked to respond to HBC the following day.

36. **Flooding Station Road (in 2015)**

The Clerk had sent a follow up email to NYCC with copies to a Councillor of NYCC and a Councillor of HBC and on June 23rd Councillor Andrew Paraskos had contacted the Clerk to say that NYCC planned to attend to the problem from 4th July. Signs had been put up on Station Road by NYCC confirming work was to be done from 4th to 11th July

37. **Matters arising from the Minutes to meeting held 9th May 2016**

- 1) Minutes 4 item 1 - Clerk to prepare updated Financial Regulations - **To be done** - refer agenda item 41
- 2) Minutes 10 -External Audit. – Clerk to send the Annual Return to Littlejohn LLP by 13th June 2016. **Done** - refer item 41
- 3) Minutes 10 - External Audit - Clerk to put up the notice regarding statutory rights to see the Annual Return for 30 days commencing 3rd June 2016. **Done**. Clerk put the notice up on Sunday 29th May 2016 and Jackie put notice up at Flaxby on Monday 30th May 2016 and both are to remain until 14th July 2016.
- 4) Minutes 12 item 3 - Clerk to look into costs for a personal gate at the allotments. **Not done yet**. Refer item 42
- 5) Minutes 14 item d - Clerk to close out two issues (with HBC and NYCC) regarding the adoption of the phone box. **Done**. refer item 47
- 6) Minutes 17 - Clerk to request for monitoring of traffic to be done outside Goldsborough School – **Done** - Refer item 46
- 7) Minutes 18 - Clerk to send to NYCC a request for a No Cold Calling Zone **Not done yet** Refer item 45
- 8) Minutes 22 – Clerk to ask HBC to provide Crocus bulbs in October 2016. **Done**.
- 9) Minutes 23 - Clerk to do a follow up letter to NYCC copying in specific HBC and NYCC Councillors. regarding the Station Road flooding. **Done**. Refer item 36
- 10) Minutes 24 - Clerk to put PC data onto a usb stick for Matthew for the next meeting. **Not done yet** - refer item 51

38. **Allerton Incinerator & Allerton Waste Recovery Landscape & Cultural Heritage Fund**

There is to be a Construction site visit on 20th July 2016. Jackie to attend.

There were still no ideas as to how the villages of Flaxby and Goldsborough could benefit from the Fund. Jackie advised that very little had been spent so far and some submissions had been rejected as they did not meet the criteria - which is generally for green issues. such as tree and hedgerow planting, wildflower seeding, visual improvement to village environments etc. The Clerk had been approached by a Conservation Charity who could, if pointed to believed areas of potential improvement, provide free advice and practical help to utilise the funding in making improvements. Jackie offered to do some checks of local paths and countryside to identify any areas and the Clerk would liaise between the two and the local NYCC Ranger. Thoughts from anyone of any areas in need of some improvement would be gratefully received by the PC.

39. Goldsborough Childrens Play Area

- 1) Bin emptying, grass cutting and inspections have been kept up to.
- 2) There are some very minor maintenance issues. Otherwise all OK
- 3) HBC have asked if the PC require them to do the ROSPA checks for the next three years. This was approved by the Councillors by majority vote and the Clerk was asked to confirm so to HBC.

40. Planning and Land Registration

Planning permission.

- 1) Planning applications: None.
- 2) Planning decisions- None.

41. Finance and Insurance

• **Cheques:**

- 1) Signed since the previous meeting:

840 - £368.96 to D Summers for Q1 salary (2016-17).

841 - £92.40 to HMRC (via Pot Office) for Tax & NI of D Summers salary

842 - £206.40 to D Summers (to reimburse him for personally paying the Grass Cutters their recent bill due to the new Chairman not authorised at the time to sign cheques).

843 - £100.00 to D Summers (to top up the petty cash).

844 - £40.00 to 'Help for Heroes' (The beneficiary of the internal auditors fee)

845 - £800.00 to More Medical Limited (payment towards the defibrillator)

- 1) Cheques to be signed at the meeting: None.

• **Bank Accounts:**

As at 3rd June 2016 the Current Account statement showed £5843.27 (including the £630 website funding added, the precept first payment added and allowing up to and including cheque 838).

The Business Account had £4367.62 as at 5th April 2016.

• **Bank signatory:**

Matthew is now an authorised signatory.

• **Commuted Sums**

HBC has confirmed the latest Commuted Sums available. These are::

1) Goldsborough Verges now £879.88 - was £997.81 (Amenity Green Space and Green Corridors)

2) Goldsborough allotment £146.70

3) Goldsborough Church St green areas now omitted - was £98.62

4) Goldsborough Midgeley Lane verges - new item of £313.93

5) Goldsborough Pond (still retained - thought it had been deleted - sum of £627.60 for Natural and Semi Natural Green Space)

• **External audit**

The Annual Return has been sent to Littlejohn LLP by 13th June 2016.

• **Internal audit**

The Clerk has sent the internal auditors fee (as requested by the internal auditor Ed Cousen) to 'Help for Heroes.'

• **Financial Regulations**

The Clerk will issue a draft new edition of the Financial Regulations to the Councillors prior to the next meeting where it will then be discussed and considered for approval.

42. Goldsborough Allotments

1) The Clerk has become aware of one tenant who will cease their tenancy at the end of 2016. He is concerned that this may not be filled. A notice for people to apply to go onto a waiting list has not attracted any interest - and at present there is no-one ready to take over any vacant plot. The Clerk asked if the Councillors may consider some flexibility on the geographical requirement to be a tenant as currently it restricts to those persons who reside within the area of the Parishes of Flaxby and Goldsborough or who have moved away no more than one mile from its boundaries. The Councillors would consider and discuss this at the next meeting.

The Clerk was asked to send to all the Councillors a copy of the existing Rules to help them consider. It was suggested also that the Clerk put up a notice at the allotments about the vacancy situation.

2) The Clerk is yet to research types and costs of personal gate.

43. Police items

The Clerk had received the June local crime figures from PC Alastair Graham-Merrett. covering the Little Ribston area. The crimes were: 1) Burglary at a dwelling in North Deighton - 2 arrested, 2) Buglary at Flaxby 3) Domestic violence at Thistle Hill - 1 arrested 4) Domestic violence at Allerton Park, 5) Burglary at Rudding Park 6) Theft of fuel at Moto Walshford - 1 arrested 7) Domestic violence at North Deighton - 1 arrested.

44. Covert drop off/ collection of goods near Flaxby

The Clerk was informed recently by someone noticing drugs (or some other item) being dropped off at a location in the Parish of Flaxby and then collected by another. The Clerk has made the local police aware and the Police have consequently put up a 'Police aware' sign at the location.

45. No cold calling zone - Goldsborough

Following a request from the new Community Policeman for him to provide more details of incidents in the area, the Clerk has held off sending any request to NYCC and has asked him for any details of cold calling abuse and threatening behaviour. The Clerk hoped this could be forthcoming to support the no cold calling request to NYCC

46. Goldsborough School – traffic/parking

The Clerk has contacted '95 Alive' of North Yorkshire Police Traffic Bureau to request monitoring take place outside Goldsborough School of traffic due to concerns over speeds. They replied by return to confirm the request is recorded and will be subject to monitoring as soon as possible.

47. Goldsborough phone box adoption and use of phone box/defibrillator

- a) The Clerk has received confirmation from HBC that there is nothing more required of the Parish Council in connection with Planning Permission.
- b) There was one other issue regarding if the Parish Council needed any consent to own the phone box from the landowners. Following receipt of Land Registry details for the land at the phone box it was established that no such consent would be required.
- c) The Clerk has sent the payment of £800 towards the defibrillator to More Medical.
- d) The Contract with BT for the purchase of the Phone box was then discussed and ultimately following a proposer and a seconder, there was a unanimous vote of approval to agree to the signing of the Contract and it be sent by the Clerk to BT. The Clerk would then send this to BT without delay.

- e) The Councillors agreed to consider how best to carry out the repairs and repainting of the phone box. This would be discussed at the next meeting. Works would include re-glazing. It was hoped that the red paint would be obtainable free of charge via BT. The Clerk was asked to establish what exactly would BT do regarding de-commissioning the phone box..
- f) The Councillors agreed to consider methods of fund raising to offset the costs spent by the PC for the 50% cost of the defibrillator. This would be discussed at the next meeting.

48. Parish Council Website

The Clerk has taken photos and sent more details to the website designers and hoped that there would be a draft available to view soon for the Councillors to comment upon.

49. Flaxby dog friendly style and village green protection posts

The works are planned to commence shortly.

50. Goldsborough War Memorial - damage to grass

On May 9th (day of the last meeting) a large vehicle drove over the War Memorial grass cutting deep into it . This was still visible at the day of the meeting. The Clerk asked if any edge protection should be introduced. The Councillors would consider this and discuss this at the next meeting. It was thought that Commuted Sums could be used to pay for any works. Steve and the Clerk offered to repair the rut within the grass.

51. Data back up.

The Clerk has downloaded some PC details such as past minutes onto a usb stick and will add to this and hand to Matthew at the next meeting.

52. Queens 90th birthday celebration in Goldsborough

The Councillors all agreed that the event (held between Friday 17th to Sunday 19th June 2016) had been a great success and that the people who had been involved with the setting up of it had done an excellent job. A parishioner present did suggest that there could have been more information about the event outside of the Parish and that no notice had been put up at Flaxby about it. It was considered that the event was so popular that it would be good if it became an Annual event.

53. Clerks Report for 2015 -2016

The Clerk read out his report covering what the PC had undertaken in the year April 2015 to March 2016.

54. Clerks Financial Report for 2015-16

The Clerk read out his report of the receipts and costs for the year April 2015 to March 2016.

55. Correspondence

- 1) June 14th - Standards Training for Councillors at HBC. Claire, Helen and Steve have said that they will attend.
- 2) June 18th - HBC - Harrogate Town Centre Strategy and Masterplan document on website for comments

56. Members requests at the discretion of the Chairman

- 1) The Clerk had heard of another Parish Council in North Yorkshire that has a suggestion box where parishioners can put in comments or suggestions for improvements. This had proved a successful way of receiving the thoughts and concerns of parishioners. He asked if this might be useful for the villages of Flaxby and Goldsborough. The Councillors were to consider this and discuss at the next meeting.
- 2) The Clerk was asked to contact the grass cutters as it was not being done around the two signs for Flaxby.
- 3) A Goldsborough parishioner had raised concerns about mole hills within the Goldsborough Cemetery and that the runs may affect the gravestones and make them unstable. The Clerk was asked to contact the Parks Department of HBC.
- 4) There was a suggestion that the Welcome Pack for people coming to live in the villages should be resurrected. It was considered if this would be better on a website or as a hard copy pack. The latter was agreed to be better due its personal approach and the Councillors would obtain a copy of the last Pack and update it and have copies ready for newcomers.
- 5) The question of making use of the Commuted Sums was raised as some will need to be spent by April 2017 - some for verge work. It was agreed that the Councillors should consider and discuss the use of the Commuted Sums at the next meeting.

57. Dates of next meetings

Monday 5th September 2016.

Monday 7th November 2016.

The meeting closed at 10pm

These minutes are subject to final approval at the next Parish Council meeting.