

North Rigton Parish Council

Minutes of the meeting held at North Rigton School

22nd November 2012

1. Attendance and Welcome; consideration of any Apologies for Absence.

1. Present:- Councillors Mary Hopkins (Chairman), Andrew Batcup, Amanda Martyn, Tim Bennett, Margaret Splain, Barbara Massey, & Mike Richards (Clerk). In attendance, County Councillor W John Fort. Also in attendance Richard Grange.
2. Apologies for Absence – Christine Ryder (orally via John Fort).

2. Approval and signing of Minutes; Matters arising

1. Minutes of the meeting of 20 September were considered.
2. Action on items not covered elsewhere in these Minutes:
 - 2.2.1 Risk assessment 2013-14. Councillors were content with the draft circulated and the document was therefore adopted.
 - 2.2.2 Code of Conduct. Following receipt of draft code from HBC, no further progress has been made and the matter is therefore in abeyance and will need to be followed up for the next Council meeting.
3. There being no other matters arising which were not the subject of a further agenda item, the minutes were **APPROVED** and signed as a true record.

3. Requests for order variations and Declaration of Interest – None.

4. Administration.

1. Appointment of new Parish Clerk – Mike Richards was introduced and welcomed to his first meeting.
2. Provision of computer and associated office equipment for the Clerk. It was agreed that computer equipment and peripherals, entirely dedicated to Council use, would be provided at a maximum cost of £500 (VAT to recover). **ACTION** - Clerk to arrange.

5. Finance.

5.1 Receipts and Accounts payable.

- 1.1. Poppy Appeal - £50 donation to British Legion.
- 1.2. Graveyard upkeep – £150 donation to Church.
- 1.3. Payment to Horticap for plants supplied – likely to be c.£60.
- 1.4. Clerk's office expenses £114.86.
- 1.5. £72 to HBC for Annual Playground Inspection.
- 1.6. £98 to Chairman for stamps for distribution of Parish Plan.

All the above were AGREED for payment.

- 1.7. Payments to Jeff Inman for verge cutting and Sue Keane for gardening services and play area inspection, **CONFIRMED for payment** when invoices received, as previously agreed.
2. Commuted sums.

2.1. Funds have been allocated for the Garden and churchyard lighting, but nothing has been identified for the school fund (re play equipment). The Chairman has written to HBC (Mr Sean Wright, Systems and Information Officer) for clarification. Response awaited.

3. Precept 2013-14.

Chairman went through all individual items in current budget statement, outlining up to date position. Items to note in particular:-

Audit fee will be nil for 2012-13, following new arrangements put in place by Audit Commission.

Insurance claim re bus shelters is being followed up by ex-Clerk (Jo Williams).

Internal Audit fee will be £30 in future. (**ACTION** – Chairman to approach local qualified accountant to enquire whether he would provide a free service)

Following further discussion, Councillors **AGREED** that the precept for 2013-14 be held at its current level.

6. Village Plans

Councillor Batcup circulated a paper outlining the current status of the Plan and congratulating all involved in the production and distribution of a “visually very pleasing” and professional pamphlet. Discussion ensued on the best way of dealing with responses and it was **AGREED** that the Chairman and Councillor Batcup would meet to formulate the best way forward.

Planning

1. Following dissatisfaction expressed at previous meetings re the apparent failure of HBC Planning Department to either acknowledge or respond to Parish Council comments on planning applications, it was **AGREED** to submit a comment to the forthcoming Parish Consultation Meeting along these lines. Chairman has drafted an appropriate submission which also covers our concerns over the proposed Cardale Park development as well as asking for HBC Planning to consider responding via a short summary on planning decisions reached.
2. Harrogate Riding Centre - new Indoor Riding Arena. Concerns expressed re public footpath which runs through this site, difficulty in navigating and poor signage, with potential hazards at event times. Footpaths Officer has responded with some assurances and it was **AGREED** that this was now a low priority.
3. Erection of single storey extension, Shaw Lane, Beckwithshaw. Application **APPROVED**.
4. Methodist Chapel – Enforcement Notice. Response received from HBC Planning confirms that current internal revisions do not require planning approval, but also sets out a list of approved uses
AGREED to keep this situation under review.
5. Future planning applications. Chairman suggested that the Clerk should email or forward a brief summary to all Councillors for information and respond further if necessary. Councillors would also have the option to review on HBC website. **ACTION** – Clerk to set up appropriate system as soon as possible.

7. Highways, Footpaths and Verges. Document circulated setting out a list of current Highways issues, namely:-

1. Rigton Hill – drainage
2. High Moor Road – pothole
3. Church Hill – outside Barn Elm House
4. Dunkeswick Lane – carriageway repairs

5. Brackenwell Lane sign

Response from NYCC not entirely satisfactory and further action is still needed to resolve these issues completely. Councillor Fort responded by stressing the significant financial and other pressures faced by the County Council and urged that things be kept in perspective. Councillors accepted this response but also raised the prospect of further problems being caused by forthcoming Winter weather conditions. **AGREED** to keep under review.

6. School Bus. Provision extended for the time being, but continuation of service still under review. Once again Councillor Fort reminded Councillors of financial constraints faced by NYCC and that a "root and branch" review of all such services was currently under way. Chairman responded by pointing out that she understood there were at least 5 families in the area who qualified for transport assistance and the cost of a taxi service would be considerably more than that of the existing School bus.
7. Councillor Bennett raised an issue of flooding into a resident's garden from an adjoining field, a problem being suffered by neighbouring properties. Councillor Fort suggested that a Mike Wickens (HBC "Water Guru"), may be able to suggest a solution and possibly bring pressure to bear on the responsible party if necessary. **ACTION** - Councillor Bennett will take up the matter further with the resident in question and pass on details to the Clerk if appropriate.
8. Verges – hedge/grass cutting. A resident has expressed concern at the size of vehicles/machinery being used and the consequent degradation of verges. Councillor Batcup was also concerned that large vehicles were passing through the village and considered that this was not appropriate. **ACTION** – councillors should where possible, note registration details, time and location of unsatisfactory incidents so that this can, where appropriate, be fed back to contractors.

8. Village Garden, Amenities and Activities.

1. ROSPA Inspection report. Inspection completed and paid for, with a number of very minor shortfalls noted. Chairman has subsequently tested and found no issues still outstanding. **ACTION** – report received and formally accepted.
2. Party in the Garden – Financial report. Financial details circulated with the Chairman reporting on each category. No issues arising and a profit of some £719 was achieved. This will be reflected in the Council's formal accounts.
3. Jubilee suggestions. Chairman has a list and – **ACTION** - this will be considered further at subsequent meetings.
4. Hill Top Common. Response from immediate residents presented – no obvious action. Council therefore decided that a significant part of the area could be tidied and be given an improved appearance, but residents would be advised that this could not incur any expenditure by the Council.
5. Litter pick – date and arrangements. Date **AGREED** as 23/24 March 2013. Further arrangements to be confirmed nearer the date.

9. Correspondence – No items received.

- **Dates of next Meetings** – January 10 2013 (18.30hrs Party in the Garden, followed by Parish Council 19.30).
- March 14th 2013 19.30hrs. Both meetings to be held at North Rigton School.

10. Meeting closed at 21.32 hrs.