

## **North Rigton Parish Council**

### **Meeting held on 4 July 2018 at 7.30 at the Village School**

**Present:** Mary Hopkins (Chairman), Barbara Massey (Vice-Chairman), Amanda Martyn, Tim Bennett, Lisa Edwards, John Ellacott, and Mike Richards (Clerk). In attendance, Stanley Lumley (County Councillor) and 2 parishioners.

- 1. Apologies for absence** – Apologies for absence were received from Victoria Oldham (Borough Councillor)
- 2. Agenda order variation and Declaration of Interests.**

Prior to the meeting proper, Jo Williams (Chair of Governors of North Rigton Primary School) informed Councillors of the decision for the School to work in close partnership with Kirkby Overblow Primary School, the principal feature of which is the sharing of the post of Headteacher. From September, Mrs Andrews will split her time between the 2 schools. It is expected that other economies of scale will also follow. Mrs Williams asked that Councillors treat this matter in strict confidence until such time as all parents and carers receive formal notice of the change in arrangements, this coming Friday. Mrs Williams then left the meeting.

Councillors had no declarations of interest to make.

- 3. Approval and signing of minutes, matters arising.**

The minutes of the last meeting held on 9 May were agreed as a true record and councillors approved the minutes to be signed by the Chairman.

#### **Reports on matters arising.**

- a) Community Speedwatch – the clerk reported that he had had to contact the volunteers previously identified, to confirm that they were content for their personal details to be passed to NY Police, as required to comply with the new General Data Protection Regulation (GDPR) He had not received all confirmations but when all are received he will forward the names to NY Police to set up the exercise.
- b) Residential caravan at Wayside Farm. The clerk had again contacted the Enforcement Officer at HBC for an update. The officer's response had confirmed that the case was still "live" but as he understood the caravan was to remain in situ until a house extension had been completed, no further enforcement action was planned. The Parish Council does not consider this to be an acceptable response, as the original planning application for the extension was withdrawn and there is nothing currently in place. The caravan should be moved to within the curtilage of the house or removed from the site until such time as an approved planning application exists. The clerk will respond accordingly to the Enforcement Officer.

- c) Basketball post on School playing field. The School has confirmed that it does not want the post relocated in the playground. Other options for relocation were considered and it was decided that an approach be made to Almscliffe Tennis and Bowling Club, to see if use could be made of the post in its new, proposed Games Area.
  
- d) Liaison with HAPARA, Pannal & Beckwithshaw. The Chairman confirmed that she had attended recent meetings with this group, all of which had focussed on traffic/highways issues, as a consequence of the HBC Local Plan. The firm view has emerged that there is a case to answer and concentrating on highways issues is the best way to fight the Plan. HBC has conducted several surveys in support of its Plan proposals but the group has expressed significant doubts about the accuracy of some of the data collected. For example, the Jacobs (Traffic Consultants) report suggests that there will be an additional 200-300 traffic movements as a consequence of the housing developments, but local assessment indicates the figure to be a more likely 2000+ increase. Jacobs' tendency to understate is supported by previous figure for North Rigton traffic movements which Jacobs assessed as c150, whilst NYCC's own collected data indicated some 3000 vehicle movements. The group is now planning to appoint a professional legal advisor to contest the legal basis of the assertions in the Plan – the cost of this will be significant, so it is looking for contributions from all interested parties, for this purpose. Councillors agreed in principle, to this proposal, but it was also agreed that, to fund this “unprecedented” amount, a fighting fund be established via hoped for contributions from residents. The Chairman will draft a flyer, to be distributed throughout the village, explaining the need for, and asking for contributions for the fighting fund. She asked other councillors also to submit to her, their suggested drafts for an “impact” flyer. Councillor Lumley then summarised the position – whilst he agreed with the proposed action of the group and the Parish Council, he reminded Councillors that the move towards building more houses was a national, Government objective, not just HBC. The HBC Local Plan, however, whilst proposing more housebuilding, did not give permission and all developments would need to go through the formal planning application procedure. Councillor Lumley then took the opportunity to update Councillors on the position regarding Kex Gill. He stressed the seriousness of the problem which was completely different from the previous problems at this location, in that a substantial crack had appeared on the road itself. Contractors had been working extremely hard to rectify the problem but it is going to be a lengthy process. The road will, however, be opened this coming week end, for single file traffic controlled by traffic lights. The long term solution will be a £35m project to build a new road, which is planned to be in use by 2021.
  
- e) Playground repair – the Chairman confirmed that this had now been booked and will be completed later in the Summer.

#### **4. Administration**

- 4.1 The Internal Audit report had now been received. The auditor raised three issues:
  - a) There was a missing invoice for £146.58 from Yorkshire Water for the licence for

the provision of water to the village garden

b) The register of assets needs to be updated;

c) The payments of £4515.91 for community room building work and £78.00 for the garden waste licences, had not been minuted, despite being approved and properly authorised by 2 councillors, as required. Councillors retrospectively approved these payments, for formal recording in these minutes..

The clerk confirmed that the new payment system (see below) would prevent any invoices from going astray, as in this case. He undertook to revise and update the Asset Register.

4.2 Review of Internal Financial Control. The clerk outlined the new system, following the introduction of internet banking. The clerk will normally now make all payments by bank transfer. The invoice for payment will be attached to a cover sheet showing all details of the payment, this will be checked and then authorised by two councillors, who will sign the cover sheet, thereby approving payment. This process will be followed in instances of “pre” and “post” payment – for post payments, a copy of the bank statement, showing the payment, will be attached to the invoice and cover sheet. For pre payments, the bank statement will be produced for scrutiny at the next PC meeting. Councillors approved this new system of control.

4.3 Risk Assessment – deferred until September meeting.

4.4 Neighbourhood Mobile Watch – details of the proposed new initiative had been circulated generally, with an appeal for volunteers to take part. Councillors agreed to consider and to make the information available as widely as possible.

## 5. Finance

5.1 Approval of expenditure. Items for approval were:

- £40.00 to R Chambers for Internal Audit
- £388.73 to R Burnett for grass cutting;
- £58.23 to J Hopkins for bar licence and BBQ gas;
- £676.70 to M E Hopkins for Gala expenditure (incl £193.95 for new BBQ)

Councillors approved the above 4 items.

5.2 Approval of future expenditure

- £1,143.00 to the Architect for the community room
- £96.49 to the builder for community room

Councillors approved the above 2 items

## **6. Planning**

**6.1** Planning applications – Fairview Farm. Councillors had considered the application and, whilst there were no clear grounds for objection, were concerned about possible further development in the future. The clerk will respond accordingly.

**6.2** Enforcement. The clerk reported that he had contacted HBC to report possible breaches of planning control at Harrogate Riding Centre, Ridding House and Leyfield Farm. The Enforcement Officer had acknowledged receipt and will follow up.

## **7. Highways, Footpaths, Verges.**

**7.1** A village resident was attending the meeting to report on her involvement with Yorkshire Water and NYCC, in her efforts to resolve the ongoing water flood involving her and other properties. Yorkshire Water has carried out extensive investigations to try and identify the source of the problem and several contributory issues have been identified although the absolute root cause has not. Yorkshire Water has, however, now concluded that the problem is not its responsibility as there is no evidence of mains water in the flooding. NYCC has agreed to undertake further excavation work to attempt to identify the cause but as yet this has not taken place. A full report of the water problems and investigations has been uploaded to the Parish website. The clerk will contact NYCC again to enquire when further investigation work is planned.

**7.2** Grass cutting. Councillors noted the significant cost of grass cutting and it was agreed that further tenders for this function would be sought in Autumn.

## **8. Village Garden, Amenities and Activities**

**8.1** Village Gala – the Chairman presented the draft accounts of the successful event, which showed a pleasing surplus of £1332.45, despite the heavy rain which had severely reduced takings from the football, with negligible beer sales. The Chairman was also disappointed to report that a number of people who had booked tickets, failed to turn up and did not pay. This is doubly unfortunate in that food was ordered on the basis of tickets booked, and so expenditure was incurred without being offset by income received. Alternative arrangements for the purchase of tickets will be considered for the future.. The Chairman thanked all who helped on the day and particularly the Square and Compass/ Adie Scott, for providing beer, lager and wine.

**8.2** The Chairman reported that unfortunately, moles were again present in the village garden. Councillors approved the employment of the “mole man” to solve the problem.

## **9. Any other business**

There being no other business notified, the meeting closed at 9.40.

**10. Dates of future meetings**

Wednesday 5 September 2018

Wednesday 7 November 2018

at the village school, commencing at 7.30pm.

Signed

(Chairman)

Date