

t

Arkendale, Coneythorpe & Clareton
Parish Council

Minutes of the Parish Council Meeting held on Wednesday 23rd September 2015
At 7.30pm in Arkendale Community Hall

Present: Cllr P Topham, Cllr P Houseman, Cllr D Bailey, Cllr M Robertshaw, Cllr S Shipman
NYCC Cllr Robert Windass, HBC Cllr Anthony Alton, PC Sue Brookes

In Attendance: Mrs Kate Lavelle (Clerk)
6 members of the public

2015.23 Apologies for Absence – Alan Stokes and Gavin Holman

2015.24 Declarations of Interest - none

2015.25 Public Participation – Cllr Topham welcomed members of the public

2015.26 Minutes of the previous meeting:

The Minutes of the meetings held on 27th May 2015 (AGM, OPC and APC) were approved as correct records and signed by the Chairman

2015.27 Reports from other Councillors

Cllr Windass reported on matters from NYCC

- **Devolution** – there is currently discussion on various permutations
- **Boundary Commission** – it has been confirmed that the current County divisions are acceptable
- **AWRP** – there is a dispute on what was agreed with local residents. There will be a meeting next week.
- **Broadband** – more funding has been allocated across North Yorkshire
- **Bus services** – cutbacks to services to go ahead. It may be that individual bus companies devise their own routes
- **Reintroduction of County Councillor's allowance** – this is a £5000 allowance which can be allocated to community projects with a minimum of £300 and a maximum of £5000. Cllr Windass invited proposals for consideration.
- **Highways** – nothing new to report

Cllr Alton reported on matters from HBC

- Cllr Alton announced his retirement for next May.
- **Local plan** – consultation has now finished and a new local plan is due 2017. No

planning application has been received from Skelwith as yet. HBC now has a 5 year housing plan

- **Harrogate Town Centre** – consultation has now been carried out
- **Knapping Mount** – now vacated. All staff have been moved to existing accommodation leading to some very cramped conditions until the new accommodation is available.
- **Boundary Commission** – ward boundaries in the Harrogate district are being decided.

2015.28 Report from PC Sue Brookes (Knaresborough Police Station)

- PC Sue Brookes confirmed her retirement. She will be replaced by PC Tim Craven (tim.craven@northyorkshire.pnn.police.uk) on 1st November.
- A concern was raised regarding the speed of cars on Moor Lane. PC Brookes advised that the Fire Brigade will monitor speeds and then provide analysis and that she will send the forms to the clerk. If the analysis has already been done then it cannot be repeated for another 3 years (re Coneythorpe - even though there was a query regarding whether it was measured at the best place).

2015.29 Proposed Defibrillator

- John Brook gave a short presentation on the merits of a defibrillator and how it works. The cost would be in the region of £1200. John agreed, at the request of the Council, to organise a training event on CPR in the first instance. This could be arranged at no extra cost. Cllr Topham and John Brook to organise a suitable date and discuss ways of advertising the event.

2015.30 AWRP Community Liaison Group

- Cllr Peter Topham to attend a Community Liaison Group meeting next week.

2015.31 Finance – the following payments were noted and the cheque book stubs were initialled by Cllr Bailey

1. Payment of £92.08 clerk's salary (May 2015)
 2. Payment of £7.28 clerk's expenses
 3. Payment of £11.90 expenses to Mrs C Topham
 4. Payment of £42.27 clerk's expenses
 5. Payment of £92.08 clerk's salary (June 2015)
 6. Payment of £243.80 insurance costs to Zurich Minicipal
 7. Payment of £92.08 clerk's salary (July 2015)
 8. Payment of £16.50 to Autela Payroll Services
 9. Payment of £92.08 clerk's salary (Aug 2015)
- The Cllrs reviewed and approved the accounts for the current financial year to date
 - The Cllrs approved the increase in Clerk's salary to £8.80 per hour with effect from 1st August 2015. NB. August increase to be included in the September salary
 - The Cllrs approved the appointment of Cllr Topham as the Auto Enrolment

administrator to administer the workplace pension requirements

- The Cllrs approved the costs of administering the payroll and pension requirements as outlined in an email dated 11th September 2015 from Autela Payroll

2015.32 Planning decisions notified by Harrogate Borough Council.

Cllr Shipman reported on the following planning matters

- Application 6.78.93.A.FUL – retention of vehicular access and wall at Holgate Bridge Farm, Moor Lane, Arkendale – planning permission granted subject to conditions
- Tree Preservation Order 56/2014 – land comprising OS field 3077, Shortsill Lane, Coneythorpe – it was determined not to confirm the Order
- Application 6.78.7.I.FUL – erection of two storey extension and alterations to fenestration at 22 Manor Park, Arkendale – planning permission granted subject to conditions
- Application 6.78.49.D.FUL – erection of garage extension at Dale Farm Cottage, Moor Lane, Arkendale – planning permission granted subject to conditions
- Application 6.78.67.E.DVCON – variation of Condition 2 (approved plans) of planning permission 6.78.67.D.FUL to allow for reduction in size of kitchen extension at Pond House Farm, Arkendale – permission granted subject to conditions

2015.33 Planning Applications dealt with between meetings

- Application 6.78.67.D.DVCON 15/03024/DVCON – variation of condition 2 (alterations to original plans) of planning permission 6.78.67.D.FUL to allow for cost constraints at Pond House Farm, Mar Head Bulk, Arkendale
- Application 6.78.92.C.FUL 15/02064/FUL – demolition of two outbuildings, erection of garage, log store and garden store, alterations to front wall and formation of new access to road, installation of solar panels to proposed garage and hardstanding to include access steps (revised scheme) at Dale Farm, Moor Lane, Arkendale – Parish council has no objections. **Cllr Shipman pointed out that the PC have not received a decision on this although it appears that the work is being carried out. Clerk to query with HBC to see if there is a missing notification**
- Application 6.78.7.I.FUL 15/02180//FUL – erection of two storey extension and alterations to fenestration at 22 Manor Park, Arkendale – Parish Council has no objections
- Application 6.78.49.D.FUL 15/02414/FUL – erection of garage extension at Dale Farm cottage, Moor Lane, Arkendale – Parish council has no objections
- Application 6.78.89.A.FUL 15/01941/FUL – erection of five dwellings with associated formation of vehicular access, parking and landscaping at land comprising field west of Long Acre, Moor Lane, Arkendale – Parish Council does not object to or support the application but wishes to make the comments or seek safeguards as set out in out in the letter attached to the response
- Application 6.87.16.G.FUL 15/02717/FUL – erection of porch, single storey, two storey and first floor extensions and replacement roofs, alterations to roofs and chimneys to include conversion of loft to form additional living accommodation, alterations to fenestration, demolition of existing conservatory and installation of septic tank at Clareton Farm, Clareton Lane, Coneythorpe. **Cllr Shipman queried whether any decision has been received. Clerk to chase HBC.**
- Letter dated 7th August 2015 from the PC to Oliver Quarmby approving the move of the phone box in Arkendale
- Application 6.78.89.A.FUL 15/01941/FUL – Erection of 5 dwellings at field west of Long acre, Moor Lane ,Arkendale – **Cllr Shipman reported that the application will not be taken forward in it's current form because more detail is required and the applicant, Mr Milner, has not initiated any prior discussion with the planners which would be normally be required. Furthermore, there is only scope for a limited amount of development within the field within the boundary of the village and proper screening would be required. If**

revised plans are submitted then the Parish Council will have an opportunity to comment.

- Application 6.78.18.F.FUL 14/04505/FUL – conversion of barn to form two dwellings with associated parking at The Barn, Moor Lane, Arkendale - **Cllr Shipman reported that the original application is invalid but it will shortly be reinstated and the Parish council will have an opportunity to comment.**

2015.34 Interim Planning applications

- To consider any planning applications received after publication of this agenda and prior to the meeting - none

2015.35 Standing Orders

- Public Contracts Regulations - Cllrs agreed to adopt
- Revised rules for the Recording of Parish meetings – Cllrs agreed to adopt

2015.36 Local District Plan

Cllr Shipman reported that all submissions have been made and HBC are still reviewing the submissions.

2015.37 Transparency Code for Smaller councils

- It was confirmed that all relevant material now appears on the website

2015.38 Commuted Sums

- Church lighting – Cllr houseman to provide a quote
- Benches at Clare How Close and in the cemetery – a price has been agreed with the suppliers and commuted sums have been agreed. Cllr Shipman confirmed that the benches have been ordered and that Brian shipman will oversee installation as both benches need to be securely fixed in place. Clerk to liaise with Sean Wright. HBC Housing has granted permission for the bench to be located on Clare How Close
- Coneythorpe village sign – Cllr Topham reported that the matter is on hold at present due to difficulties in sourcing suppliers. He will raise the matter at the Village AGM to assess interest.

2015.39 Community Hall, Arkendale

- The Community Hall continues to provide popular and well attended events

2015.40 Coneythorpe

- Speed restrictions – Cllr Robertshaw referred to a letter from 95 Alive dated 23rd June 2015 which confirmed that (with few exceptions) the speed restrictions were being adhered to. There was a query regarding the positioning of the monitoring device but the rationale for the positioning was explained by 95 Alive. No further monitoring can take place for three years
- Ivy cottage and The Old Forge – Clerk confirmed that no further action is being taken by HBC at present.
- Coneythorpe website – Clerk confirmed that there is a link on the Arkendale website ready for use but as yet no further action has been taken

- Village Vending Sales – Clerk reported that the scheme does not extend to our area
- Broadband update – Clerk reported that Coneythorpe is being considered for Phase 2

2015.41 Arkendale

- “No parking” sign on Clare How Close – this has now been erected
- Children’s play area – Cllr Robertshaw has nothing further to report until the S.106 monies are agreed
- Volunteers for grass cutting at the bus stop on Moor Lane – Cllr Robertshaw reported that volunteers have come forward and HBC will be involved
- Lighting issues at the Blue Bell – Cllr Shipman reported that these have been resolved. Cllr Shipman also reported that contrary to some concerns, the Blue Bell is open to those just wishing to drink without eating

2015.42 Village Autumn Cleans

- To take place on 24th/25th October. Clerk has ordered 20 sets of equipment to be delivered to Arkendale on the Friday and be collected from Coneythorpe on the Monday. Rubbish to be collected from coneythorpe and Arkendale. Cllr Houseman will organise the Arkendale group and Cllr Topham/John Brook will organise the Coneythorpe group. Clerk to ask Gavin Holman to place details on the website

2015.43 Correspondence

- Email dated 14th July from NYCC regarding the Local Transport Plan requesting completion of a survey – Cllr Topham is awaiting further details
- Email dated 28th August 2015 from Dianne Pottage at NYC regarding proposed reductions to the bus subsidy – service 56,57,58 and 59

2015.44 Highways

- Letter dated 21st July from NYCC Highways with arrangements for Parish Consultation Meetings - Cllr Mark Robertshaw
- Email from Sheree Evans at NYCC with survey regarding Community Speed Watch – Cllr Robertshaw has completed the survey and to place the item on the next agenda
- Letter dated 26th August from James Malcolm at the Boroughbridge Highways Area Office with details for highway maintenance schemes for 2016/17 – no further action at present

2015.45 Fly Tipping

- Cllr Houseman confirmed that there is nothing to report at present

2015.46 Matters for inclusion on the next Agenda

- The Marr, Arkendale – this needs some maintenance and clearing out. Cllr Houseman and Cllr Bailey to liaise with HBC
- YLCA meeting – to be attended by Cllr Topham
- Update on electoral boundaries – Cllr Topham to attend the next meeting
- Cllr Alton’s retirement

2015.47 Date and Time of next meeting.

It was confirmed that the next meeting of the Council will be held on Wednesday 11th November at 7.30pm in the Community Hall Arkendale

There being no further business the meeting closed at 9.20 pm.

Signed Dated