

THORPE WILLOUGHBY PARISH COUNCIL

Minutes of the Part I Meeting of Thorpe Willoughby Parish Council held at 7.30pm on Monday, 16 December 2013 at St Francis Church, Thorpe Willoughby, Selby.

In attendance: Two members of the Public were present
Mr S Peters – Clerk to Thorpe Willoughby Parish Council

Present: Cllrs Dowell (Chairman), Parkinson (Vice-Chairman), Lunn, Guest, Burnell, Pearson, Noble, Lawton & Pearse.

13/98 To receive apologies for absence and any declarations of interest

The Chairman welcomed all to the meeting. There was one apology received from Cllr Heyes, which was accepted, and no declarations of interest given.

Minute No: 102.1 was brought forward to this point to allow the newly appointed Councillor to participate fully with the meeting.

13/99 Public Session

Two members of the public (Mr Stuart Anderson and Mr G Underwood) were representing the “Stop Bishopwood Wind Farm Action Group” and outlined the aims of the group and distributed information to the Councillors. They said there would be a leaflet drop in the village and asked if this could also be included in the Monthly News. The Chairman said that the magazine was not intended for leaflets but some basic information could be included. It was explained that under Rule 6 they can only present new information to the Public Inquiry and will be using an expert advocate (they would seek the best they could afford). They requested a donation from the Parish Council towards two items: the cost of using an advocate and for commissioning a full noise report. Donations were also being requested from other Parish Councils including: Wistow and Hambleton. A Councillor declared a pecuniary interest in the Wind Farm development before discussions commenced and took no further involvement in the discussions.

A Councillor asked if an existing noise report from another site could be used instead of a new one and was informed that every site is different and has its own peculiarities. The noise report will be @ £5000, and the cost for an advocate would be an additional cost. It was also pointed out that there are over 1390 objections and that two of the seven turbines were problematic for Thorpe Willoughby.

IT WAS RESOLVED: That the above information was noted and will be discussed under Part II. (see Minute 13/104.1.1)

The Chairman thanked the two members of the public for their attendance and at that point they left the meeting at 7:50pm.

13/100 To receive reports from Councillors and Community Police

Community Police – The Chairman had nothing new to report and no response from inquiries.

One County Councillor/District Councillor – Covered the following point(s):

- That at SDC’s Full Council meeting it was confirmed that parish councils would not be receiving a funding top-up (as they did last year) and explained the reasons why.

IT WAS RESOLVED: That the above information was noted.

13/101 To confirm the minutes of the Parish Council meeting held on 18 November 2013 as a true and correct record

IT WAS RESOLVED UNANIMOUSLY: That the minutes were accepted as a true and correct record of the meeting.

Prop. Cllr Mrs Parkinson Sec. Cllr Lunn

13/102 To receive items for discussion and decide further action where necessary:

- 102.1 To confirm the newly co-opted Parish Councillor and sign the "Acceptance of Office" form.
The "Acceptance of Office" form was signed by Mrs Judith Pearse and witnessed by the Clerk near the beginning of the meeting.

IT WAS RESOLVED: That Mrs Judith Pearse was formally appointed as a Parish Councillor with the signing of the "Acceptance of Office" form and was welcomed by all.

- 102.2 To receive further information on the provision of a permanent Xmas tree – Update (Chairman/Vice-Chairman/Clerk). The Chairman informed everyone that the proposed permanent Xmas tree of 6-7 feet tall was found to be too small and could not be seen much above the fencing. It was decided to purchase a slightly taller temporary one costing £30 more than the permanent one and the garden centre is holding the permanent one for the Parish Council and will plant it in Spring 2014. The Vice-Chairman reported the suggested doubling-up the two trees for the next few years, whereby the permanent one would be planted to allow it to grow and a temporary one added each Xmas (trimmed to wrap around the permanent one) to give more height until such time that the permanent one will be fine on its own. The Poor Fund money would finance this action.
The Clerk confirmed that the Xmas tree compound steel fencing, the electric cabling and Junction Box, the tree lights and the four lanterns have all been added to the council's insurance. The assets list has also been amended and will be brought to the January 2014 meeting for approval.

IT WAS RESOLVED UNANIMOUSLY:

- i) That the above information was noted.
- ii) That a temporary Xmas tree would be purchased each year to stand alongside the permanent tree until such time that it is tall enough, and be financed from the Poor Fund as agreed previously.
- iii) That an amended Assets List will be brought to the January 2014 meeting for approval.

- 102.3 To discuss carols around the Xmas tree – Update (Chairman)
The Chairman explained that the carols around the Xmas tree and switching on the lights ceremony, at 6:30pm on Friday 13th December, was a huge success with an excellent attendance. The local scout & guide band played and food and refreshments served. The £118 donation money was passed onto the VHMC to go towards their purchasing of new chairs. The Chairman felt that for next year the number of carol verses should be reduced to two per carol and to get either a band or a choir.

IT WAS RESOLVED:

- i) That the above information was noted.

- 102.4 To receive an update on the Monthly News –
The Chairman explained that the distribution of the January issue may be delayed due to the distributor being unwell.

IT WAS RESOLVED:

- i) That the above information was noted.

- 102.5 To consider further information on S106 set-aside funding from Linden Homes for 149 dwellings on land south of Leeds Rd:

The Clerk informed everyone about his contact with Selby District Council where it was suggested that ideas and schemes need to be gathered by spring next year, plans need to be formulated and land purchased (if necessary) to be in place before the summer. A gathering of ideas and information needs to begin from now so that decisions can be made next year in readiness for when any money becomes available.

IT WAS RESOLVED:

That the above information was noted.

- 102.6 To receive an update on the tree/bush maintenance & grass cutting in the village and to consider opting-out of Area 7's urban grass cutting for the village, and to approve works to two trees at the memorial garden damaged in the winds – Update (Clerk) -

The Clerk explained to everyone that the 9 x areas of tree/bush works within the village will most likely be done by Tru-Green in spring 2014.

IT WAS RESOLVED:

i) That the above information was noted.

- 102.7 To discuss the lack of litter bins along Fox lane and to decide whether to purchase any –
A short discussion was held about the difficulties of locating bins and the Chairman suggested deferring this item to the January 2014 meeting to allow time to find further information.

IT WAS RESOLVED:

i) That the above information was noted.

ii) That this be deferred to the January 2014 meeting to allow time to find further information.

- 102.8 To discuss the broken Parish Council notice board and to approve having it repaired. –
The Chairman explained that the Council had a choice: i) Don't replace it, ii) Repair the existing one, or iii) Replace it completely with a new one. After discussing costs and a quote acquired by the Chairman and the condition of the notice board and after asking the Clerk for his thoughts, it was put to a vote:

i) Remove totally and not replace – No votes

ii) Replace totally with a new one – 3 x Votes

iii) Repair the existing one – 5 x votes

IT WAS RESOLVED BY A MAJORITY DECISION:

i) That the above information was noted.

ii) That the existing Notice Board be repaired.

13/103 To receive items for information:

- 103.1 To discuss further information on the flagpole and what key dates are needed for lowering of the flag & progress on resolving a fault - Update (Clerk)

The Chairman explained that the lowering of the flag was at our own discretion and apart from national events would be decided on a case by case basis.

The Clerk confirmed that it was still broken and that Tru-Green would repair it at the same time as when they carry out the agreed tree works.

IT WAS RESOLVED:

i) That the above information was noted.

ii) That each case will be treated on its own merits for deciding whether the flag is lowered.

- 103.2 To receive further information on the mole problem on the village green and school grounds – Update (Clerk)

The Clerk confirmed that Backhouse had been to the village green & school and had removed many moles. It was felt that following this and the extra visits it should be left a while to see if further works are needed. A Councillor suggested using a yearly contract in order to keep on-top of the problem.

IT WAS RESOLVED:

i) That the above information was noted.

ii) That this item be deferred to the January 2014 meeting to see if further works are needed and if a yearly contract is desirable.

103.3 To receive further information on the provision of a new lease for the TWSA – Update (Clerk): The Clerk confirmed that we are only waiting for the lease to be returned from the Land Registry.

IT WAS RESOLVED:

- i) That the above information was noted.

13/104 Planning:

104.1 To receive updates on any existing planning applications/information:

104.1.1 Site at Scalm Park, Wistow Common – Appeal by Prowind Hambleton at a public inquiry on 11/12/13th February 2014 – Update (Clerk) - This item was brought forward and discussed under Min 13/99 with members of the public. Further discussions and a decision were held in Part II of the agenda.

IT WAS RESOLVED: i) The above information was noted.

104.1.2 Proposed Knottingley Power Plant Order – Notice of Acceptance for Examination of application for a Development Consent Order by the Planning Inspectorate – Update (Clerk) - After a short discussion no comments were required.

IT WAS RESOLVED: i) The above information was noted.

104.2 To consider the following new planning application(s) received:

104.2.1 2013/1041/OUT (8/33/127B/PA) – NSDS Centre Field La, Thorpe Willoughby. A discussion was held as to whether this application could be supported or not. Apart from a few Councillors abstaining due to either an interest or involvement with the application, the majority decision was against it.

IT WAS RESOLVED BY A MAJORITY DECISION:

- i) That the above information was noted.
- ii) That the Clerk will inform Selby District Council that the Council objects to the development on the following grounds:
 - o Traffic problems – only one means of access and would create additional traffic problems.
 - o Site is outside any Village Development Limits and is in open countryside.
 - o Site is well away from any village amenities.

13/105 To consider the following new correspondence received since the last Meeting and decide action where necessary:

105.1 YLCA Information: - Information previously circulated was noted and the Clerk explained changes to the Section 137 limit (that comes into effect on 1st April 2014) - no action required.

105.2 Selby District Council Web-Site information - Information previously circulated was noted and no action required.

105.3 Selby AVS: - Information previously circulated was noted - no further action required.

105.4 3 x other additional pieces of information previously circulated were noted – no further action required.

IT WAS RESOLVED:

That the above points were noted and the Clerk to keep Councillors informed of progress.

13/106 Financial Matters

106.1 To approve a list of payments made or to be made, with VAT, as advised by the Clerk and signed by the Chairman as follows

Payee	VAT/Other £	Total £	Chq.No.
N Keeper (Litter Picker)(December Salary)	-	119.88	1542
S M Peters (December Salary)	-	509.50	1543
Fasprint (Monthly News December 2013) (Invoice No Inv-2929)	-	461.00	1544
S M Peters (stationery expenses with receipts -December)	13.09	79.55	1545
N Keeper (supply of refuse sacks for litter picker)	0.33	1.98	1546
HMRC for Qtr 3 (October-December 2013) CANCELLED	-	364.60	1547
Autela Payroll Services (Inv #4549) Qtr 3 (Oct-Dec 2013)	5.43	32.52	1548
Swat Security (Inv #84692)(call out to CCTV fault)	11.00	66.00	1549
S M Parkinson (4 x Xmas tree lanterns)	-	46.72	1550
M J Backhouse (Inv #19692) treatment of moles on village green	46.40	278.40	1551
Lumby Garden Centre (1 x cut 12ft Xmas tree)	11.67	70.00	1552
Fasprint (100 b/w double-sided copies of carols around Xmas tree programme) (Invoice# INV-3004)	2.67	16.00	1553
AON Insurance-top-up for Xmas tree Compound, Cabling, Electrics & Lanterns (Chq made payable to AON Uk ltd)	-	9.98	1554
TOTAL =	£90.59	£2,056.13 £1,691.53	

106.2 To receive an account status of the current Bank Statement giving a balance of **£29,907.10** as at **25 November 2013**, and having been checked and signed by the Chairman.

IT WAS RESOLVED: That the accounts/cheques presented be approved.

Prop. Cllr Mrs Guest

Sec. Cllr Mrs Burnell

13/107 To receive representative reports:

Brayton Burial Board: One of the representative Councillors confirmed that a new policy is being issued regarding the maximum height of 26" for new grave stones. She also informed everyone that a local resident had contacted NYCC to again seek work to be done to the Public Right of Way footpath between meadow drive and Leeds Road, and that the response appeared to be more favourable.

Rail Users Group: A representative County Councillor informed everyone that the railway station at South Milford had taken measures to prevent passengers from walking across the railway line from the east side to the west side.

CEF Meeting: A representative Councillor informed everyone about the recent meeting at the Sports Club where the Chairman received a cheque for the recent successful bid to appear in the local press. Two members of Selby District Council were in attendance and gave advice on planning.

VHMC: The Chairman explained that the donated funds from the Xmas tree lights switching on / Carols around the tree event was accepted by the VHMC and in return they would not charge for the electricity used for the Xmas tree lights.

A Councillor inquired whether it was necessary to send hard copies of the minutes to everyone as well as sending them by email as it would ease the Clerk's workload. After a short discussion Councillors decided that they still wanted hard copies.

Apart from the above all the other Councillors had nothing further to report

IT WAS RESOLVED:

- i) That the above points were noted

13/108 To receive the Clerk's report

The Clerk then reported on various items:

- 108.1 Car tyre marks on public open space area adjacent to 12 Almond Close:
It was decided to leave it for now and the Clerk should monitor the situation.
- 108.2 New delegation Policy for the Clerk: As discussed previously a policy document is needed to give the Clerk certain delegated powers to cover areas not already covered by Parish Council policy documents and to avoid unnecessary meetings and keep matters legal. Due to the Clerk's current heavy workload this item will be discussed at a future meeting.
- 108.3 Review of Standing Orders: The Clerk will review a revised Standing Orders document and will be discussed at a future meeting to replace the Parish Council's existing one.
- 108.4 YLCA – Section 137 Expenditure limit for 2014/2015: The Clerk explained to everyone about changes to the level of S137 money rising from £6.98/elector to £7.20/elector on 1st April 2014. This is for emergency use only (not budgeted for) and can only be used as a last resort if no other power is available.
- 108.5 2 x Complaints about the level crossings: One was about the litter at Thorpe Gates and the other was regarding the amount of time the barriers were kept down at Dam lane particularly for pedestrians. The Clerk confirmed that he had given contact details to the complainants and would draw it to the attention of the Parish Council.
- 108.6 Internal Auditor for 2013-2014: The Clerk confirmed that he received written confirmation from last year's internal auditor that she would be willing to audit next year.
- 108.7 Ground Maintenance – list of Volunteers – only one public volunteer so far.
- 108.8 References: The Clerk had given a reference to one Parish Council for using Tru-green as our grass cutter and a reference to another Parish Council for using Streetscape for supplying outdoor gym equipment
- 108.9 Double white lines request near Dam Lane Railway crossing: A councillor asked what progress had been made on this subject and the Clerk confirmed that it was still scheduled to be done early next year once the weather gets warmer so that any white-lining won't crack.

IT WAS RESOLVED:

- i) That the above information was noted.
- ii) A new delegation Policy for the Clerk will be discussed at a future meeting to cover areas not already covered by Parish Council policy documents.
- iii) Clerk to review revised Standing Orders document to be discussed and adopted at a future meeting.

13/109 To receive agenda items for next meeting

The Chairman asked Councillors for agenda items for the next meeting apart from those already identified and none were given. Members can email the Clerk if they wish to ask for additional items later.

13/110 To receive any further comments from the public [for information only; Clerk to note]

None

13/111 To confirm the date of the next meeting as **Monday 20th January 2014:** – 7.30pm at St Francis Church, Fox Lane, Thorpe Willoughby

13/112 Close of meeting – the Part I meeting closed at 9.30pm

PART II – CONFIDENTIAL MINUTES TO FOLLOW SEPARATELY