

Minutes of Meeting held 28th March 2018

Present: Coun P Ridley (Chair), Coun A Moore, Coun O Poulter, Coun R Gouldthorpe, Cllr A Wilkinson (NYCC), Cllr B Phillips (HDC), R Dale (Clerk) PC 1816 Lee Anderson (NY Police) plus 16 members of the public

1. Apologies

Coun. Sanderson sent his apologies – on holiday.

2. Declarations of Interest

None

3. Police Report

PC Anderson reported that four crimes had been reported during the preceding two months: one burglary, one instance of criminal damage, one theft and one instance of violence against the person. There had also been three reports of “road related” incidents, including speeding and dangerous driving.

4. Minutes of meeting held 31st January 2018

The minutes of the meeting held on 31st January 2018, having previously been circulated to Council Members, were agreed a true record proposed by Coun. Poulter and seconded by Coun. Gouldthorpe. No dissensions. Signed off by Chair Ridley. The Clerk advised that the minute referencing correspondence from one parishioner regarding his proposed removal of equipment from the Play Park had been corrected from “half of the equipment” (as wrongly reported by the Clerk at the meeting) to “much of the equipment”.

5. Matters Arising from Previous Meeting

- 1) The Clerk made a public apology to one parishioner, to whom he felt he had spoken too abruptly and was unnecessarily rude at the previous meeting.
- 2) Work on the Village Green Open Space had been completed by Linden Homes. The area had been rotovated and sown with wild flowers.
- 3) The coordinator of the Safer Hambleton Project, Gina Allen, was welcomed to the meeting. She announced that letters were being sent to all households in the Parish from Hambleton District Council. This letter invited all residents to attend a series of Community Safety meetings in the Village Hall in the coming year, each one focussing on the highest-rated concerns in the recent Residents Survey. It was agreed that the first of this would deal with speeding and traffic issues, since this was by far and away the most serious concern expressed by the majority of residents. Other high profile issues would be addressed at future sessions. (NB The first session will be on Saturday 9th June – the previously suggested date of 19th May was cancelled as it conflicted with the Royal Wedding).
- 4) 4 New Litter/Dog Waste Bins have been located around the village.
- 5) The first community litter picking session had been held on 10th March, and thereafter these would take place on 2nd Saturday of each month, with an extra pick the evening before the Tour de Yorkshire.
- 6) The first stage for repairing/repainting the white railings was due to begin within two weeks, when the weeds would be sprayed. This would be followed by power-washing the area to remove dead weeds and other debris (to be done by HDC), and then the rails would be painted. Some other areas of the village, mostly along the main road but also including the snicket between Greenacres and Back Lane, would be sprayed to kill weeds.
- 7) A picnic bench from the Play Park (one of two previously donated by Sam Turner’s) has been offered to Cromwell Village Green Committee but the offer has been declined. Two benches had also been offered to Linden Homes to place on the new village green at Meadowfields, but no response had yet been received.
- 8) A curfew had been announced for the Play Park, from dawn to dusk, or until 9.00pm whichever is earlier.
- 9) We are still awaiting feedback from NYCC Highways (Jayne Charlton) who was going to investigate whether the two bays nearest to the Village Hall could be redesignated as loading/unloading bays. The Village Hall committee, supported by the Parish Council, remained opposed to the School’s request for these two parking bays to be removed altogether. This was based on a view that when cars were parked in these bays, the vision of drivers exiting the school park was restricted towards the west. However it was also understood that a survey by NYCC Highways in conjunction with North Yorkshire Police had concluded that the benefit of removing these two bays would be marginal at best, because the wall in front of the Village Hall restricted this view anyway even when there were no vehicles parked in these bays.

6. Public Forum

- 1) A parishioner expressed concern on the subject of speeding vehicles through the village, and suggested that a pedestrian crossing be created at the western (Bridge) end of the village. It was agreed to take this suggestion on board and consider as part of the wider review of the speeding/traffic issue at the community meeting on 9th June (see minute 5.3 above).
- 2) A parishioner had indicated his wish to speak on six different issues:
 - (i) He asked what measures the Council was planning to introduce in the light of the Dales’ Schools refusal to formalise the use of its car park for Play Park visitors. It was pointed out that no such refusal had been made, but that it was understood why the School was unwilling to formalise this arrangement whilst there were concerns about the safety of vehicles entering and exiting their car park. Council is exploring, in conjunction with the School and others, possible alternative options to the general parking issue, and will report back when it has something more substantive to say. New parking spaces cannot be created at will and there is no “quick and easy” answer to

this issue. The supplementary question about “noise” from the play park, is a separate issue. Council will report back after appropriate consultations have been completed and the true impact of this issue has been quantified.

- (ii) The parishioner complained that his idea to remove a number of picnic benches from the Play Park to alleviate the problems of noise had not been properly considered at the previous meeting because of the alleged “appalling behaviour of the Council”. This allegation was refuted. The question had been asked, and the matter was under consideration. (see 5.7 above).
- (iii) The parishioner asked why there was no equipment at the eastern end of the Play Park. The final layout of the park was the subject of an extensive consultation process, and the design finally selected was the result of a vote by residents. There were plans at one stage for a tennis court to be located in the Eastern corner of the field, although these had subsequently been dropped. It was noted that the same Parishioner’s opinion, expressed in one or more emails addressed to the Council, was that moving some of the equipment to the eastern end of the field would not reduce the level of noise, so the significance of this question was unclear.
- (iv) The parishioner asked whether the Chair had put in place a Code of Conduct and Complaints procedure. It was acknowledged that the clerk had been unable to locate in the archives printed copies of these procedures, although it had been established that new procedures had been introduced in 2012 following the implementation of the 2011 Localism Act. However, it was also accepted that these procedures would have been made obsolete by subsequent changes in legislation in the meantime. New versions of these procedures had been drafted by the Clerk and were on the agenda for consideration and adoption later in the meeting. If approved, these would be published on the Council’s website as soon as possible.
- (v) The parishioner asked what training the Chairman had undergone to improve the way in which Council meetings are conducted. Members of the Council had attended the meetings of other local Parish and Town Councils in recent weeks. The lessons learned from this exercise were now being put into practice, This Council has been more generous than most in allowing (or, perhaps not adequately controlling) the kind of “free for all” that has been a feature of more recent meetings of this Council. Whilst very much welcoming the interest and involvement of members of the public, this cannot be allowed to adversely affect the proper management of Council business. If a proposed application to join YLCA (see later agenda item) is approved, the Clerk will be able to attend courses run by YLCA intended for new or recently appointed Clerks.

7. Residents Survey

Ms McGready was asked to report on the findings of the village-wide survey which had been conducted during February/March. The top areas of concern were identified as Speeding/traffic, parking (especially, but not exclusively, in the vicinity of the Play Park, Doug Fouling, the general “appearance” of the village (several areas of concern were identified), litter and signage (at the entry to the village). 55% of residents would like to see another Fun Day in 2018, 50% want to see more village events, 60% had used the Play Park since its development (there were lots of positive and supportive comments, but also concerns – which are already known and understood – about parking, litter, noise, vandalism etc). 18 people had expressed interest in feeding into the Village Plan, and a similar number want to help deliver projects in the plan. 80% of people wanted to become a “Friend of the Village”, and residents generally want to be kept informed through either Facebook, email, letter or newsletter.

8. Planning Matters.

Notification had been received that there had been deviations from the approved plans for the new dwellings to the rear of Swaledale Court/Dales View. This is a matter for the HDC Planning Officer, whose attention to the issue had been drawn by a local resident. The Parish Council is unable to intervene in this matter, except to support the resident’s request that there should be no deviation from approved plans.

9. Application to relax parking restrictions in layby near old shop

It had been noted that the owner of Red Roofs was already parking her car for extended periods of the day in the layby immediately in front of her property, with the wheels half on the pavement. This is in clear breach of existing parking restrictions, and the practice of parking on the pavement, whilst not necessarily against the law or Highway Code, can be a cause of inconvenience and potential danger to pedestrians. Irrespective of the resident’s request for “special treatment”, this does raise an important issue of enforcement of restrictions. The Clerk is asked to pursue this issue with the relevant authorities as a more general question (not specifically related to the actions of this applicant). It may be noted that the new Linden Homes development across the road has arguably not provided sufficient parking space for its residents and their visitors (with many of the three-bedroom homes, which typically these days house 2-car families, having been provided with space for only one car on their driveways). Any relaxation of parking restrictions in this layby could potentially lead to residents of and visitors to Meadowfields parking their own cars for extended period in the layby.

10. Finance

- 1) The Clerk reported that the end of year balance of funds, including a small sum in petty cash, was £14,133.48, with one cheque for £1279.20, for the four new waste bins, that had not yet been presented. An application for a VAT refund is to be submitted, which, if accepted should result in a nett credit of just over £500, meaning a nominal end-of-year balance of just over £13,000.
- 2) Payments totalling £128.04 were made for the renewal of the Parish Council website licence, for the purchase of a digital voice recorder and for replacement laser toner cartridges.

11. To discuss and agree two new notice boards

Only two quotations had been received, despite efforts to solicit quotes from other potential suppliers. One quotation is from a company which specialises in providing a range of items for Councils, Schools and other such bodies. Their quotation is for noticeboards of an aluminium construction, which carry a 5-year guarantee. The other is from a local joiner who is proposing to use a new polymer-based wood-like material which carries a 50-year guarantee above ground, and 25-year guarantee below ground (ie relevant to the new posts that would be required for the board outside Ainderby School, which is currently unserviceable). The costs quoted are broadly similar, although the quotation from the local joiner is marginally higher but does also include the costs of installation. In each case the construction would involve one lockable glazed section, for Council notices, and one “free access” glazed section for other notices. The total cost, depending on the style

and lettering that may be required for header boards, should not exceed £2000 including VAT where applicable, for both boards. The quotation from the local joiner was approved unanimously.

12. Reports of attendance at other meetings during preceding two months

During the preceding two months, Councillors had attended meetings of the Parish's Tour de Yorkshire planning group, community litter picking sessions, and Bedale and Northallerton Town Council meetings (the latter as observers).

13. Correspondence

- 1) Hambleton District Council Business Awards
- 2) Parish Plans and Survey
- 3) Defibrillator – the Treasurer of the Parish Meeting at Ainderby Steeple had written to suggest a joint Awareness session for using the defibrillators. It was agreed to support this initiative, though it was noted that, in an emergency, a user would receive all instructions necessary for using the equipment via telephone support at the time of an emergency, without having previously attended a familiarisation session. Mort-on-Swale's share of the cost for the session would be £100.
- 4) Parish Survey on Vehicle Activated Signs
- 5) Proposed Closure of Northallerton Magistrates Court. The Clerk was instructed to write a letter of support to the campaigners who opposed this plan.
- 6) Hambleton Parish Liaison Meeting. This will be at Stone Cross on May 17th, and would be attended by Coun. Moore and the Clerk. The main presentation to be given at the meeting would be on the subject of GDPR.
- 7) A letter had been received from Laura Venn, the deputy Monitoring Officer at HDC, following a letter that she in turn had received from an unnamed parishioner complaining that he had been unable to obtain copies of the Council's Code of Conduct and Complaints Procedure. The Clerk reported that he had spent a considerable amount of time searching the archives and making contact with previous Clerks to try to obtain copies of these documents. There was evidence in the minutes of meetings in 2012 that new standards procedures had been adopted following the 2011 Localism Act, but the documents themselves could not be found. The adoption of new/updated versions of these procedures was on the agenda for later in the meeting (item 17).

14. Tour de Yorkshire

An update was given on arrangements for the Tour de Yorkshire cycle race, which would come through the village on Saturday 5th May. Revised timings suggested that the race itself would be slightly later than previously advised – at shortly after 2.00pm – and that the rolling road-block closures were now expected to affect the village for the hour between 13.40 and 14.40. Three farm fields had been set aside as temporary car parks for visitors, and refreshments and other activities would be provided by the Village Hall committee, The Royal George PH and White's butchers. The two schools would be working together to produce land art that would be visible from news helicopters and on show during Tv coverage of the race on ITV4. A portaloo would be installed on the Meadowfields village green. All donations and monies raised would go to the Yorkshire Air Ambulance, which was the main official charity for the race. A bicycle-related scarecrow competition would be held.

15. Resolution to exclude the press and public from remaining agenda items

This was approved nem con.

16. Proposed application to join Yorkshire Local Councils Association

The annual subscription is £205. Membership would give the Clerk and Council access to a library of essential Guideline documents and model templates for various official Procedures, as well as to legal advice and various seminars and courses. Council would need to nominate up to two of its number to represent the Council at meetings of the YLCA. The proposed application was approved nem con.

17. Code of Conduct and Complaints Procedure

Pending the decision on application for membership, the Clerk had been given temporary access by YLCA to the model templates for Code of Conduct and Complaints procedures. These had been adapted as necessary, and new versions were submitted by the Clerk. Both procedures were approved for immediate adoption and publication on the website.

18. General Data Protection Regulations

The new regulations come into effect on 25th May. The implications for small parishes were still unclear and it was agreed to defer further discussion until after Coun. Moore and the Clerk had attended the next meeting of the Parish Liaison Meeting at Stone Cross on 17th May, where the main topic would be GDPR.

19. Revision to Standing Orders

A new and updated version of Standing Orders was presented by the Clerk and approved for immediate adoption and publication on the website.

20. Date of next meeting

Wednesday 30th May 2018

The meeting closed at 10.05pm