

MINUTES OF EXELBY, LEEMING & NEWTON PARISH COUNCIL HELD ON MONDAY, 25 JANUARY 2016 AT THE VILLAGE HALL, LEEMING

Present:

Councillors: Kettlewell (Chairman), Curry (Vice-Chairman), Herbert, Sykes and the Clerk to the Council.

District Councillors – Councillor Barningham, Councillor Les

Apologies for absence: Councillor Robinson

Guests: -

Residents: 15

The Chairman welcomed everyone to the meeting. The meeting formally opened at 07:30 pm.

The meeting was being audio recorded.

Appointment of Parish Councillor

A vacancy exists on the Parish Council and one resident had expressed an interest. No further information has been received from the interested party in connection with the vacancy. The clerk will write to the potential applicant again to establish if there is an expression of interest.

(1) Minutes

The Minutes of the parish council held on 25 November 2015 having been circulated to all members of the Council were read, approved and signed by the Chairman, Councillor Kettlewell as being a true and accurate record. Councillor Curry proposed acceptance of the Minutes being a true record and this motion was seconded by Councillor Capel. All members gave their approval to the minutes presented.

(1A) Declaration of Interest

No member's declared an interest in the business of the Parish council to be conducted at this meeting held on Monday, 25 January 2016.

Matters Arising

- (i) Councillor Curry informed the member's the North Yorkshire County Council website facility for use by Parish Council's is now being used by the parish council. Various documents have been uploaded on to the website and access to the facility is available to members of the public and other interested bodies. Interested parties can view the facility for the parish council through the following access address: - **www.datanorthyorkshire.org**. Once on the site - click on Datasets – Parish Councils – Exelby, Leeming & Newton Parish Council.

The facility is open 24 hours per day, seven days per week.

- (ii) At the November meeting held on 25 November, 2015 the tree on the village green at Exelby was discussed and a decision as to the way forward would be considered at the January meeting. The Clerk to confirm ownership of the green and the trees located on it and report at the February meeting to determine what action is to be taken. **Action: Clerk.**

Police Report

The Police report was introduced by a visiting officer. The report gave details of the reported crimes with an increase of four from twenty three to twenty seven.

Arson & Damage reduced from 6 to 4.

Burglaries down from 4 to 1.

Theft up from 32 to 53

Shoplifting nil

Vehicle offences up from 13 to 24

Violence up from 46 to 63

Other crimes down from 28 to 24.

(iii) **Finance**

(i) Payments

The members were provided prior to the meeting, a schedule (**SCH 1**) of financial transactions for the period to 30 November. The schedule provides details of the cheques drawn up to the date of this meeting.

No further cheques payments were made at the meeting.

The cheques drawn were approved for payment by all members present.

(ii) Up-date of the objection to the accounts for the year ended 31 March 2015

The clerk informed the member's that a formal response had been received from the External Auditor's, PKF Littlejohn. They anticipate to have a response to the initial enquiry by the end of January 2016.

The response once received, will be advised to the member's at the February, 2016 parish council meeting.

Once the objection has been finalised, the parish council will be able to move on and finally be made aware of the total cost of the External auditor's review.

(iii) Changes to the External Audit Regime for all Councils and Parish Meetings

The Clerk informed the members of the changes to be made to the External Audit arrangements and how the changes will affect the parish council. In essence, the parish council will still have an internal audit and it can either elect to have the external audit of the accounts conducted by a body determined by the Department for Communities and Local Government or obtain their own External Auditor. The Clerk's recommendation to members is to remain automatically opted into the Sector Led Body for audit and not to opt out. The consensus was to have the audit conducted by the Sector Led Body following the Clerk's recommendation.

(3) Correspondence

- (i) The members were provided prior to the meeting the schedule **(SCH 2)** showing correspondence received in the period and correspondence sent. Correspondence received and sent was read out to the members.
- (ii) The newly appointed PAYE provider, Thirsk Community Care Association, a Charity confirmed their acceptance to undertake the PAYE function for the Parish Council commencing from December 2015. The invoice for the quarter ended December, 2015 was received for payment of £14.75.
- (iii) HDC advised the Parish Council the Band D properties for 2016/2017 is 353.33 properties.
- (iv) YLCA forwarded a document in respect of the Role of Combined Authorities. The Clerk to circulate the document to members for information. **Action: Clerk.**
- (v) Communication from PKF Littlejohn advising the expected date (end of January, 2016) for when the enquiries will be completed. The letter also makes reference to the correspondence actioned by them from 29/09/2015 to date.
- (vi) YLCA advising that Membership Subscriptions are to rise for 2016/2017. The amount of the increase or percentage change is not known at this time.
- (vii) The parish council received details of accessing the NYCC website for parish councils.
- (viii) Hambleton Local Plan – Public Consultation from 11/01/2016 to 19/02/2016. The consultation document to be circulated to members for information. **Action: Clerk.**
- (ix) Prospective contractor, A & J Garden Services requesting to be placed on the contracts schedule for placing of contracts by the tendering process in respect of grass cutting contracts.

(4) Planning Applications

(i) Schedule **(SCH 3)** was circulated to the members prior to the meeting informing of the planning application received in the month.

(ii) **Applicant:** Mr & Mrs G Price

Application: Construction of a detached dwelling house and associated parking.

Location: The Old Forge, Exelby.

The members considered the planning application and after careful consideration objected to the application. The proposed development is outside the planning limits and a similar planning application was refused by Hambleton District Council. Proposed Councillor Curry.

(iii) **Applicant:** Mr Neil Barker

Application: Certificate of Lawfulness for the occupancy of the dwelling not to be restricted to an agricultural worker.

Location: The Beehive Mill Farm, Leeming.

The members discussed the application and it was determined the parish council could not agree to the application as the lifting of such planning restrictions would set a precedent for other such applications being made.

(A) Applicant: BWOC Limited

Proposal: Change of use of land to rear of Londonderry Lodge from Haulage Yard to Fuel Storage Facility.

Location: Land adjacent to Londonderry Lodge, Londonderry

Councillor Sykes provided a verbal report following the site visit made by Hambleton District council on 04/01/2016. A formal report by the Head of Planning of Hambleton District Council is to be made in the next few days setting out the recommendation of the Planning Officer.

(5) Freedom of Information

Councillor Curry informed the members that no Freedom of Information requests have been received in the month.

(6) Environment and the Community

(a) Parish Council Vacancy

There has been an expression of interest by a local Exelby resident, but no further communication received if the applicant wished to continue with the application. The Clerk to contact the resident again to enquire as to his intentions. **Action: Clerk.** A formal letter of application for consideration by members is awaited from the interested party for consideration.

(b) Inspection of play equipment – Leeming

The Clerk informed members that a detailed quote had now been received for the repair and maintenance of some of the play equipment. A decision had to be made whether to proceed with the repairs or to put the work out to tender. The Clerk recommended the contractor who provided the Annual Report as to the general state of the play equipment be asked to undertake the works at the cost of £780 inclusive of VAT. The consensus was for the quotation provided by Park Lane Playgrounds be accepted. All members agreed to the acceptance. Clerk requested to confirm the works with the contractor and ascertain when the works will be completed. **Action: Clerk.**

(c) Hedging

Councillor Kettlewell reported the hedging round the playing field was in need of being trimmed. Councillor Herbert to approach a contractor who has the necessary equipment to undertake the works before the bird nesting season begins. **Action: Councillor Herbert.**

(d) Road Surface – Mill Lane Bridleway

Councillor Kettlewell reported on the road surface condition on Mill Lane, Leeming. Having contacted NYCC, Highways will not complete any works as there is a third party involved. A corner of the roadway requires to be repaired before NYCC can undertake any repair works. Councillor Curry suggested the third party be contacted regarding the necessary repair. Councillor Capel agreed to speak with the relevant person to arrange a site visit with members of the parish council. **Action: Councillor Capel.**

(8) Open Forum

- (i) Concerns were expressed by a resident of speeding vehicles along Mill Lane. It was understood the offending vehicles are leaving or going to the Beehive bungalow on Mill Lane. As the property is rented, the Clerk was asked to write a letter to the landlord requesting if he can speak with the tenants. **Action: Clerk.**
- (ii) A resident reported the Weight Restriction signs were still in situ towards Londonderry. Councillor Kettlewell reported requests have been made to NYCC, Highways for their removal. It is hoped this request will be carried out.
- (iii) A resident commented on litter in the village and the litter picking scheme which is run by McDonalds Fast Food Outlet, Leeming Bar. The Clerk was asked by members to approach the company and ask if they would be prepared to carry out a similar scheme in the three villages. **Action: Clerk.**
- (iv) There was no further business to conduct the meeting closed at 08:40 pm.
- (v) **The next meeting of Exelby, Leeming & Newton Parish Council will be held on Monday, 29 February 2016 at 07:30 pm at Leeming village hall.**

Signed:

Chairman/Vice-Chairman

Dated: 29 February 2016