**MINUTES OF EXELBY, LEEMING & NEWTON PARISH COUNCIL HELD ON MONDAY, 24 APRIL 2017 AT THE VILLAGE HALL, LEEMING**

**Present**:

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

**Apologies for absence:**

Councillor Sykes and Councillor Robinson

**Guests**: - Councillor Les (NYCC), Councillor Barningham & Councillor Noone, HDC District Councillors & Mrs Annabelle Wilkinson. Prospective Candidate. NYCC

**Residents**: 5

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

The meeting was being audio recorded on this occasion.

**Minutes**

The Minutes of the parish council held on 27 March 2017 having been circulated to all members of the Parish Council were read, approved and signed by the Chairman.

Councillor Capel proposed acceptance of the Minutes as being a true and accurate record and this motion and was seconded by Councillor Kettlewell.

**(1A)** **Declaration of Interest**

Councillor Kettlewell and Councillor Curry declared an interest in the planning application to be considered for planning application 17/00757/FUL, Prospect House, 22 Mill Lane, Leeming.

**(1). Matters Arising**

1. Councillor Curry reported the two replacement mole traps have not been purchased by the Mole Catcher as she normally purchases them in five’s at a time.
2. Councillor Robinson was not present at this month’s meeting to give his report to members as to the current position regarding the outstanding works that have been allocated to him. In particular, the repairs required to the Bus shelter at Londonderry. The Clerk informed members that several attempts had been made to contact Councillor Robinson by phone during the course of the day and early evening. The attempt met with no success to obtain a verbal update.

The Clerk informed members that an alternative contractor will be sought if Councillor Robinson does not complete the works shortly. Councillor Robinson will be informed of the parish council’s intentions. It is proposed the Clerk will contact the contractor who is to replace the posts on the Green at Exelby and enquire if he will undertake the bus shelter repairs. Councillor Capel will also speak with a local contractor regarding ad hoc maintenance works which are required over the year. **Action: Clerk and Councillor Capel.**

1. Councillor Capel and Councillor Curry reported that suitable planters had been sourced which are very durable. Councillor Curry circulated photographs of the two types of planters to be considered. Four planters are required which will cost £440 inclusive of VAT and delivery. Councillor Curry proposed the colour Mahogany which would be more in keeping with the environment. All members agreed to the proposal. Councillor Curry informed members that stainless steel plaques can be been sourced from a local supplier. The supplier cannot engrave the plaques as required, but this can be undertaken by an engraver at a cost of £40 each (£160 in total). Councillor Curry proposed the purchase of the containers and plaques. The proposal was seconded by Councillor Kettlewell. **Action Councillor Curry & Councillor Capel**.
2. The Clerk updated the meeting regarding the damage to the two posts at the Green, Exelby. A local contractor had been appointed and the posts are on order. They will be installed once they have been received.
3. The Clerk informed members that notification is awaited from HDC regarding the date of the planning meeting for the consideration of the parish councils proposals for the change of name. Councillor Barningham informed members that he will make enquiries of the intended date.
4. Councillor Kettlewell discussed the additional daffodil planting that is needed to fill the gaps in the current display. A local supplier of bulbs has agreed to supply the bulbs required and to keep them in storage until they are required in the autumn. It was agreed by the members that Councillor Kettlewell place the order with the supplier. **Action: Councillor Kettlewell**.

**2** **Police Report**

The Police update report was presented by a Bedale officer. The report indicated a reduction of some crimes, burglaries, vehicle offences. An insignificant increase in Arson and theft was reported. There is no problem overall regarding crime in the three villages of the parish. North Yorkshire still remains one of the safer counties within the UK.

**(3). Finance**

1. **Payments**

The members were provided prior to the meeting, schedule **(SCH 1)** of financial transactions for the period to 24 April 2017.

The schedule provides details of the cheques drawn up to the date of this meeting.

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

1. **Budget Update for April 2017**

The Clerk informed members, the expenditure for the month (April 2017) of £694 (exclusive of VAT) gave a variance of - £1,206 the budget forecast of £7,250 for the year. The actual expenditure to date is within budget for the year.

(iii) **Approval of the Annual Accounts for the year ended 31 March 2017**

The Clerk presented to members, the annual accounts for the year to 31 March 2017. A copy of the accounts and all supporting schedules had been circulated to members previously. The Clerk read out the accounts and schedules to members and invited any points of issue or concern to be raised at this time. No comments were received. The Clerk sought approval of the financial statements from the members. Councillor Kettlewell proposed acceptance and approval of the accounts and this was seconded by Councillor Curry. All members agreed to the acceptance and agreement of the financial statements.

The Chairman, Councillor Kettlewell signed the financial statement (Receipts & Payments Account) and supporting schedules prepared by the Clerk. The Annual Governance and Accounting statement incorporated within the Annual Return for 31 March 2017, having been considered by the members, was also accepted and signed by the Chairman.

The Clerk informed members that the Internal Auditor will be requested to undertake the Internal Audit shortly**. Action: Clerk**.

(iv) **Approval for renewal of the Insurance with AON**

The Clerk informed members the insurance of the parish council has to be renewed by the 1 June 2017. The current Insurers, AON have invited renewal at a premium of £624.26. If a three year agreement is entered in to, the premium will be £594.20, a reduction of £30pa (4.8%). The premium could increase if the Insurance Tax is raised by the Exchequer. Councillor Curry proposed acceptance of the three year contract which was seconded by Councillor Kettlewell. All members agreed to the proposal.

(v) **Renewal of YLCA annual subscription – 2017/2018**

The Clerk advised members of the renewal notice received from YLCA for the financial year 2017/2018. The amount required to renew for the year is £528.00. The financial year 2016/2017 subscription rate was £411, an increase of 28.5%. Enquiries made by the Clerk to the YLCA to ascertain the reason for the substantial rise, revealed there had been an increase in the number of electors from 1,329 in the year 2016/2017 to 1,451 for 2017/2018, an increase of 9.18%. YLCA are notified annually every 1 December of the number of electors for the three villages. After some discussion between members and the Clerk it was proposed by Councillor Curry the subscription should not be renewed. The proposal was seconded by Councillor Herbert. All members agreed to the proposal. The Clerk informed members that the parish council can become a member at a later date if the parish council so wish. The Clerk is to notify the YLCA the subscription at this time is not to be renewed. **Action: Clerk**.

**(4). Correspondence**

All correspondence received and sent are shown on Schedule 2.

**(5)**. **Planning Applications**

Schedule **(SCH 3)** was circulated to the members prior to the meeting.

Three planning applications were received during the month:

1. **Applicant** – The Plan shop for ‘Hillcrest’, Tofts Lane, Exelby

**Proposal** – Outline application for a dwelling with some matters reserved.

**Planning reference** – 17/00616/OUT

**Comment**: The parish council expresses concern over the new proposed passing place highlighted in red on the plan. The passing place needs to be wide enough to accommodate a vehicle.

(ii) **Applicant** – Mr F Webster, Leeming Lodge, Roman Road, Leeming

**Proposal** – Construction of a general purpose agricultural building to house cattle and store machinery.

**Planning reference** – 17/00522/FUL

**Comment**: No objections were raised by the parish council regarding the proposal planning application.

**(iii) Applicant** – Mr & Mrs Faith, Prospect House, 22 Mill Lane, Leeming

**Proposal** – Proposed storage barn in paddock for use in conjunction with existing stables and land maintenance.

**Planning reference** – 17/00757/FUL

**Comment**: The parish council have concerns over the precise use of the proposed building and access from Mill Lane on to the applicants land to access the proposed building.

**(6) Freedom of Information**

Councillor Curry reported there had not been any Freedom of Information requests in the

month.

**(7)** **Environment and the Community**

**(i) Transparency Code funding**

Councillor Curry informed members that the government are to release monies under the Transparency Code for the financial year 2017/2018, to ensure parish councils are compliant with the code. The funding is to assist parish councils in purchasing computer equipment, creating a website, site hosting, staff time involved in populating the site etc.

The parish council are compliant under the Transparency Code, as a website created by North Yorkshire County Council is used by the parish council as required to provide transparency of the work of the parish council. Councillor Curry stated the website is difficult to use for inputting documents and also difficult to navigate for users.

Councillor Curry proposes the parish council review the current situation and considers having a website formally designed and to obtain costs of having such a site created. Councillor Les informed members that a local person does undertake such website design and has assisted a number of local parish councils to set up and run such a site. Contact details were provided to Councillor Curry to pursue the matter, **Action: Councillor** **Curry**.

(ii) **Invitation to RAF Leeming**

Councillor Kettlewell informed members that a spokesperson from RAF Leeming could be considered to be invited to speak to members and residents at a parish council meeting. The purpose of the meeting would be to discuss any issues or concerns affecting Leeming village and RAF Leeming.

Councillor Curry proposed the invitation be deferred until next year. This will give the parish council top formally invite a representative from the base and to invite residents to attend through the parish newsletter. Members agreed to the deferment.

(iii) **Gaps in Daffodil planting**

Councillor Kettlewell asked the Clerk to speak with Councillor Robinson regarding the planting of daffodils in the gaps which was requested last year. **Action: Clerk**.

(iv) **Resident’s concern over noise of the A1**

Councillor Curry reported a resident was concerned of the level of noise from the A1. The resident believed the Authority had raised the level of the road by one metre when it was constructed, thereby increasing road traffic noise. The parish council had not received any earlier concerns of road noise from residents until this time. Consequently no action had been undertaken by the parish council.

The Clerk was requested to write to Highways England regarding noise pollution. The points to raise at this time were identified as:

**a)** has a survey been undertaken by the Authority regarding noise pollution?

**b)** if no such survey has been undertaken, is one proposed?

**c)** if a survey of noise pollution has been undertaken, when was this undertaken and what were the results?

**d)** can a copy of the report covering the survey be provided to the parish council?

**Action: Clerk**.

**(8)** **Open Forum**

1. A guest, Annabel Wilkinson informed members that following the March meeting, she contacted NYCC, Highways regarding the poor condition of the road surface between Exelby and Burneston. NYCC Highways reported to Mrs Wilkinson they were aware of the poor condition of the roadway and monitor the state of the road monthly. The section of the road is on the Authority’s priority list, but does not have approved funding at this time. Once approval has been given to undertake any works, this will be carried out.

The Chairman thanked Mrs Wilkinson for researching the problem on behalf of the parish council.

(ii) A sponsor has agreed to pay for the sponsor board she sponsors the planting for. The chairman thanked the resident for her contribution.

(iii) The Chairman raised the question of obtaining a Dog Waste Bin. This was discussed at this time and will be included on the May agenda. **Action: Clerk**.

(iv) A resident reported a number of alleged scrap motor vehicles are parked at Londonderry Lodge. It was not possible at this time, to confirm if this is the case. The Chairman will investigate the circumstances reported to the parish council and report at the May parish council meeting. **Action: Chairman, Councillor Kettlewell**.

(v) The next meeting of Exelby, Leeming & Newton Parish Council will be held on **Monday, 22 May 2017 at 07:30 pm** at Leeming village hall.

As there was no further business to be conducted, the meeting closed at 08:45 pm**.**

**Signed**: ………………………………………………………………………………………..

**Chairman/Vice-Chairman**

**Dated: 22 May 2017**

Minutes of ELN PC 24/04/2017