

## MOOR MONKTON PARISH COUNCIL

### MINUTES OF THE PARISH COUNCIL MEETING HELD AT 7.30PM IN THE SCHOOLROOM, MOOR MONKTON, ON WEDNESDAY 14 OCTOBER 2015

**Present:** Councillors Kirkham (Chairman), Harrison, Horner, Johnson and Philliskirk. Also present were three residents and the Clerk, James Mackman.

#### **PUBLIC PARTICIPATION**

None

#### **DECLARATION OF OFFICE**

Councillor Kirkham, not having attended the last two Parish Council meetings, signed the Chairman's Declaration of Office prior to opening the meeting.

#### **15.099 -TO RECEIVE DECLARATIONS OF DISCLOSABLE PECUNIARY INTEREST (NOT PREVIOUSLY DECLARED) ON ANY MATTERS OF BUSINESS**

There were no declarations.

#### **15.100 - TO RECEIVE APOLOGIES AND APPROVE REASONS FOR ABSENCE**

All Councillors being present there were no apologies. Apologies had been received from District Councillor Chris Lewis

#### **15.101 - TO CONFIRM THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 18 AUGUST 2015**

The minutes of the Parish Council meeting held on 18 August 2015, having been circulated prior to the meeting, were approved and signed.

#### **15.102 – CLERK'S REPORT ON**

*(a) Village Plan and questionnaire*

The working group has still to meet.

*(b) The broken grit bin*

It was noted that the grit bin has been filled with grit but it is still broken. The Clerk is to contact NYCC to remind them that they agreed to replace the bin. **(Action Clerk)**

\* Councillor Kirkham explained that he would have to leave the meeting early as he had child care problems and needed to go home. It was agreed that the following two agenda items be brought forward to enable Councillor Kirkham to take part in the discussion.

#### **15.109 – TO CONSIDER THE SPECIFICATION FOR CUTTING THE VERGES ALONG MOOR MONKTON LANE**

Councillor Philliskirk explained that he had met three firms and explained which verges were to be included. Three quotations for the work had been received. The Councillors agreed to accept the quotation from Richard Burniston. The Clerk is to contact Mr Burniston and ask that the verges are cut at the end of this October with the next cut being in May 2016. **(Action Clerk)**

### **15.105 - TO CONSIDER HAVING A DEDICATED WEBSITE FOR THE PARISH COUNCIL SO AS TO COMPLY WITH THE SMALLER AUTHORITIES TRANSPARENCY CODE**

The Clerk explained the necessity of the Parish Council needing to conform to the Transparency Code by publishing information on a website. The Parish Council does not currently have a website. There are two options.

1. The Parish Council uses a website provider to create a website which the Parish Council would maintain.
2. It looks at the offer of the North Yorkshire County Council to be on its Open Data Platform using this to show all items needed to conform to the Transparency Code.

It was agreed that the Clerk should contact the NYCC's IT Department to ascertain the procedure and possible cost for using its website. **(Action Clerk)**

\* Councillor Kirkham retired from the meeting at this point in the agenda. Councillor Johnson took the chair.

### **15.103 - PLANNING APPLICATIONS**

*To note Local Authority Planning Decisions*

It was noted that the Local Planning Authority had approved the following planning applications since the August Parish Council meeting.

- Ref: 15/02787/FUL – Conversion of barns to form 2 dwellings and erection of 2 new dwellings (Site area 0.33ha). at Church Farm, Church Lane by S & K Asquith.
- Ref: 15/03369/FUL Erection of single storey extension at Brambles, Church Lane by Mr & Mrs Bamford.

### **15.104 – TO ADOPT A NEW COMPLAINTS PROCEDURE**

The Clerk had circulated the revised complaints procedure prior to the meeting. It was resolved to adopt the revised procedure.

**15.105** – See above

### **15.106 – TO RECEIVE A NEIGHBOURHOOD WATCH REPORT**

No report.

### **15.107 - TO DISCUSS THE REFURBISHMENT OF THE TELEPHONE BOX**

There was a long discussion about the phone box. The box is looking shabby and quotations had been received to refurbish it. It looks as though a proper refurbishment will cost in the region of £2,000. The Councillors considered this to be too high a sum to have to pay and agreed that the way forward would be to sell the phone box. It was agreed that residents would be informed of the decision to sell the phone box and they would be invited to make offers to buy it from the Parish Council. It was agreed that the successful purchaser would be responsible for removing the phone box and making good any damage to the area on which it currently stands.

The Clerk is to email all residents of the situation. Offers will be considered at the next Parish Council meeting. **(Action Clerk)**

### **15.108 - TO CONSIDER THE STATE OF FOOTPATHS IN THE VILLAGE**

It was noted that no remedial work has been done on any footpath in the village. It was agreed that the Clerk invite an NYCC Highways officer to meet him on site and show him the areas of concern. Should the Clerk manage to arrange a meeting, the Councillors will be notified of the date and time. **(Action Clerk)**

**15.109** – See above

### **15.110 – TO DISCUSS TRAFFIC CALMING IN THE VILLAGE**

It was noted that rumble strips have been laid down on the road in Church Lane and that four SLOW signs have been painted on the village roads.

### **15.111 – TO CONSIDER THE NYCC OFFER ON FOOTWAY LIGHTING MAINTENANCE**

NYCC had written to offer their service in maintaining the footway lighting in the village. It was agreed that there are eight lights in the village and that none are the responsibility of the Parish Council. It is assumed that NYCC already service the lights. It was agreed that no action on the subject need be taken.

### **15.112 – TO CONSIDER TRAINING ON THE USE OF THE DEFIBRILLATOR**

It was agreed that no extra training on the use of the defibrillator was necessary. Should anyone suffer from a heart problem 999 should be called immediately and the caller will be given explicit instructions on how to use the defibrillator.

### **15.113 - FINANCE**

#### *(a) Financial Report*

The Clerk presented a detailed report showing the actual income and expenditure for the year for the period to 14 October 2015. The report reflected the receipts and payments (net of VAT) below.

The bank balances at 14 October were:

Santander Current Account	£182.18
HSBC Current Account	£259.19
HSBC Deposit Account	£8,762.19

#### *(b) To agree accounts for payment*

015 Ann Johnson	Travelling Expenses	£34.65
016 James Mackman	Salary – September and October	£186.72
017 Post Office Ltd	Income tax – September and October	£46.60
018 James Mackman	Expenses	£7.49

#### *(c) To receive a report on income received*

HSBC	Bank interest	£0.93
Harrogate Borough Council	2 <sup>nd</sup> half year's precept	£1,636.00
HMRC	VAT refund	£466.75

#### *(d) To receive the external auditor's report*

The Clerk read the external auditor's report which gave an unqualified approval of the Annual Return.

*(e) To agree to amend Standing Orders and Financial Regulations to comply with the Public Contracts Regulations 2015*

It was noted that the YLCA had sent the wording for this amendment and it was mandatory to incorporate it into the Parish Council's Standing Orders. The Councillors resolved to adopt the amendment.

**15.114 - TO NOTE CORRESPONDENCE RECEIVED BY THE CLERK**

*15.114.01 – The Clerk referred to the following items of correspondence*

- (a) HBC - Planning enforcement - Wilstrop Grange Farm
- (b) YLCA - Harrogate Branch meeting papers
- (c) YLCA - Understanding the Planning System Training Events

*15.114.02 - It was noted that all relevant correspondence received since the 18 August meeting, as listed below, had already been circulated to the Councillors*

- (a) CPRE - Our Green Belt Campaign
- (b) Exploreyork - Yortime News - September 2015
- (c) HARCVS - News and Funding Update - Autumn 2015
- (d) HBC - Autumn Community Safety Newsletter
- (e) HBC - Devolution details
- (f) HBC - Electoral boundary review letter
- (g) HBC - Elections cycle consultation
- (h) HBC - Harrogate District - Electoral Review
- (i) HBC - Parish Consultation Meeting - Group 1
- (j) HBC - Recycling at Xmas email
- (k) HBC - Views on Devolution Survey
- (l) Linton air base - Flying news
- (m) North Yorkshire Police - E-newsletter
- (n) NYCC - 142, 143 bus subsidy - representative request
- (o) YLCA - Autumn training programme
- (p) YLCA - Question re Councillors Skills Courses
- (q) YLCA - White Rose Update

**15.115 - TO CONSIDER MINOR MATTERS**

None.

**15.116 - TO CONSIDER ITEMS FOR THE NEXT AGENDA**

Review of Standing Orders.

**15.117 - TO AGREE THE DATE OF THE NEXT MEETING**

It was agreed that the next meeting would be held on Wednesday, 6 January 2016 at 7.30pm.

There being no more business the meeting was formally closed at 8.50pm.

Chairman.....

Date.....2015

James Mackman, Clerk 39 Calder Avenue, Nether Poppleton, York, YO26 6RG  
Tel: 01904 399277 email: jmackman3@gmail.com