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GRANTLEY, SAWLEY, SKELDING & EAVESTONE  
PARISH COUNCIL  
INCLUDING THE VILLAGE OF RISPLITH

*Correspondence Address:*

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Minutes of the Regular Meeting of the Parish Council held on  
May 21<sup>st</sup> May 2019 at 7.45pm  
Sawley Village Hall, Sawley.

(2019 – 001) **Present** were Cllr Martin Kirbitson, Cllr John Scannell, Cllr Simon Learoyd and Cllr Mark Smeeden.

(2019 – 002) The **resignation** from the Parish Council by Mr Trevor Kitchen was received and accepted with great regret by members of the Council. It was widely acknowledged by members present that Trevor has served the Parish Council tirelessly for many years. His generous contribution to village life will be sorely missed by the Parish Council.

(2019 – 003) Also **present** were David Taylor, Clerk, and 3 members of the public.

(2019 – 004) **Apologies** were received from Cllrs Mike Lumb and James Wigginton and reasons for absence were duly approved.

(2019 – 005) Cllr Smeeden told the council that an employee of his has family connections with applicants for planning permission re. 18/05158/FUL, Erection of agricultural workers dwelling, Sawley Park Farm, Mr N Draper. It was resolved that no dispensation was required in this regard.

(2019 – 006) It was **resolved** that the minutes of the meeting held on 19<sup>th</sup> March 2019, having been circulated for consideration beforehand were true and correct records. The Chairman signed them accordingly.

(2019 – 007) Cllr Margaret Atkinson was unable to attend the meeting having sent her apologies to the Clerk beforehand. She had sent written **reports** from **North Yorkshire County Council** and **Harrogate Borough Council**. Copies of these reports are appended at the bottom of these minutes.

(2019– 008) The Clerk **reported** that:-

- a. He attended a meeting of the Skell Valley Project Advisory Group at Fountains Abbey on 9th April. A full report will follow shortly.
- b. The meeting resolved to invite David Hargreaves (Project Manager) to speak to a future Parish Council meeting.
- c. The first Precept payment has been received as requested.
- d. He advised that the grass cutting service is now resumed. This was discussed in greater detail later in the meeting.

(2019 – 009) The meeting told that rubble had been put over a boundary wall at Middle Rig. The Clerk is to identify this and inform HBC accordingly.

(2019 – 010) To **Review** grass cutting requirements and arrangements. He requested Councillors to send any dates where grass cutting is required such as village fetes, festivals & fairs etc in advance in order that a request can be made in good time.

The Clerk should try to find out in advance when cutting is to take place in order that the cutting contract can be managed.

The Clerk is also to draw up or obtain a map of areas to be cut.

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The Parish Council is identify any other areas that require cutting but are not presently being serviced. When these areas, if any, are identified costs can be sought for the work required.

(2019 – 011) It was resolved that the is to contact Iona Taylor in order to ascertain the status of the Grantley and Sawley Oil Club. It was reported that a number of people had complained to members of the Parish Council that they were no longer able to order oil. It was resolved that it did not reflect well on the Parish Council to have the Oil Club's details posted on the PC website if it is no longer effective and that in the first instance the clerk should remove details from the website.

(2019 – 012) It was resolved that an application for funding by St Michaels and All Angels Church, Sawley from the Parish Room Fund should be approved. A cheque was written out and handed over at the meeting accordingly.

(2019 – 013) It was **resolved** that the insurance policy should be renewed as per the quotation, provided it offers the same cover as last year. Clerk to double check policy quote.

(2019 – 014) It was **confirmed** to the Clerk that he has the delegated authority to grant permission for use of Sawley Village Hall, within guidelines an provided the Parish Council is indemnified against any and all claims resulting from its use.

(2019 – 015) Correspondence was **Considered and noted** from Harrogate Borough Council regarding the Kirkby Malzeard Parish Council neighbourhood plan.

(2019 – 016) The accounts for payment as listed on "Appendix A", below, were approved for payment.

(2019 – 017) It was resolved that the outstanding account from Duffields in respect of the Sawley village hall forecourt should be paid from the Sawley Parish Room fund.

(2019 – 018) A bank reconciliation for the period 21.05.2019 was received and unanimously approved. This appears at "Appendix B", below.

(2019 – 019) A Parish Room bank and assets reconciliation to the period 21.05.2019 was received and unanimously approved. This appears at "Appendix C", below.

(2019 – 020) A Planning Enforcement Notice in respect of Case No.19/00282/BRPC15: Grantley Thwaites Grantley was received and noted.

(2019 – 021) The following Planning applications were received and decisions resolved:

- a. 19/01111/FUL, Erection of 3no cabin pods, Brim House Farm Eavestone, Mr S Knox. It was resolved to return **Option A** – The Parish Council has no objections.
- b. 18/05158/FUL, Erection of agricultural workers dwelling, Sawley Park Farm, Mr N Draper. It was resolved to return **Option C** – with the Parish Council making the following comments:-
  - i. Harrogate Borough Council should be satisfied that the proposed dwelling is for an agricultural worker and not a retirement dwelling.
  - ii. The design still lacks quality and does not reflect the vernacular
  - iii. The Parish Council acknowledges the improved location.
- c. 19/01780/FUL, Ere of an outbuilding and installation of 4 no. rooflights. Watsons Farm Risplith, Mr And Mrs Shorten. It was resolved to return **Option A** – The Parish Council has no objections.

(2019 – 022) **It was confirmed** that the next regular meeting of the Parish Council would a regular meeting on 16<sup>th</sup> July 2019 at 7.30pm at Sawley Village Hall.

A schedule of future meetings appears at "Appendix D", below.

The meeting closed at 9.37pm

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MINUTES – Date 21<sup>st</sup> May 2019

These minutes were recorded and prepared by the Clerk to the Parish Council, David Taylor.

Signed as a true record by Cllr Martin Kirbitson, Chairman

Date:

At the Regular Meeting of the Grantley and Sawley Parish Council held on **23<sup>rd</sup> July 2019** it was resolved by unanimous vote to approve these Minutes, copies of which had been previously circulated to Members, as a true and correct record. These Minutes were then signed by the Chairman accordingly.

**The signed Minutes are held in the Parish Council minute book at the Clerk's address, below, and can be viewed by prior appointment.**

**Clerk : David Taylor. 57 Whitcliffe Lane, Ripon, HG4 2LB. 01765 601693**

When returning a standard form Parish Council Notification consultation decision there are four options that the Council can return. These are:-

**Option A** – The Parish Council has no objections.

**Option B** – The Parish Council objects on the planning grounds set out overleaf.

**Option C** – The Parish Council does not object to or support the application but wishes to make comments or seek safeguards set out overleaf.

**Option D** - The Parish Council supports the application.

### **Appendix "A" – Schedule of accounts approved for payment.**

1. Came and Company (insurance policy).
2. Clerks Salary & PAYE.
3. Clerks expenses.
4. Standing Office expenses.
5. Yorkshire Accountants Ripon – payroll charges.
6. BWB Consulting Ltd – peer review document.
7. Payment IRO resurfacing the Village Hall forecourt.
8. YLCA – membership fees.

### **Appendix "B" – Bank reconciliation for the period to 21 May 2019**

#### **Bank Reconciliation as at 21.05.2019**

NB: Not including Parish Room Funds

HSBC a/c *****16	£ 2,709.53		
HSBC a/c *****08	£ 12,093.78		
	£ 14,803.31	£	<b>14,803.31</b>

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MINUTES – Date 21<sup>st</sup> May 2019

Less Unpresented Cheques	SCD "1"	£	559.67	£	559.67
Sub Total				£	<b>14,243.63</b>

### Cash Book

Bank Reconciliation as at 19.03.2019

HSBC a/c *****16		£	2,268.44		
HSBC a/c *****08		£	12,093.78		
Sub Total		£	<b>14,362.22</b>	£	<b>14,362.22</b>

Add receipts	SCD "2"	£	3,602.24	£	<b>17,964.46</b>
Subtract payments	SCD "3"	£	3,161.15	£	<b>14,803.31</b>

### Current State

**£ 14,243.63**

#### SCD "1"

1	Came & Co - Insurance	£	362.39
2	Yorkshire Accountants	£	36.00
3	DTMS	£	161.28
		£	<b>559.67</b>

#### SCD "2"

1	HBC	£	3,550.00
2	NYCC	£	52.24
		£	<b>3,602.24</b>

#### SCD "3"

1	DNT OOP Exp to 03.2019	£	125.42
2	DNT Office Costs	£	20.86
3	DTMS	£	181.44
4	EuraAudit	£	36.00
5	YLCA	£	38.33
6	Spawforths	£	900.00
7	DNT Salary - March	£	247.95
8	YLCA membership	£	204.00
9	DNT Salary - April	£	262.75
10	BWB Consult	£	1,140.00
11	HMRC PAYE	£	4.40
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		£	<b>3,161.15</b>

### Appendix "C" – Parish Room bank and assets reconciliation to the period 21.05.2019

#### Parish Room Funds as at 12.05.2019

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MINUTES – Date 21<sup>st</sup> May 2019

HSBC	Sawley SGS	<b>547.47</b>
HSBC	Parish Room Proceeds	-
HSBC	Parish Room Savings	<b>13,378.48</b>
Castle Trust		<b>39,258.91</b>
Co-operative Bank		<b>51,344.04</b>
Cambridge Building Society		<b>36,084.23</b>
		£140,613.13

**Appendix "D" – Schedule of Forthcoming Meetings of Grantley & Sawley Parish Council:**

**All meetings** that are held at Sawley Village Hall are held on the 3<sup>rd</sup> Tuesday of the month unless otherwise stated

Tuesday 16 <sup>th</sup> July 2019	Regular Meeting at <u>Sawley</u> Village Hall
Tuesday 17 <sup>th</sup> September 2019	Regular Meeting at <u>Sawley</u> Village Hall
Tuesday 19 <sup>th</sup> November 2019	Regular Meeting at <u>Sawley</u> Village Hall
Tuesday 21 <sup>st</sup> January 2020	Regular Meeting at <u>Sawley</u> Village Hall
Tuesday 17 <sup>th</sup> March 2020	Regular Meeting at <u>Sawley</u> Village Hall

**All meetings** start at 7.30pm unless otherwise advised

**Regular Meetings** will be held every other month with extra Planning Meetings where necessary.

**Parish Meetings** will be held in succession before the **Annual Meeting of the Parish Council** on 21<sup>st</sup> May 2019 which will commence no sooner than 7.45pm.