

Minutes of the Parish Council Meeting
on 23rd March 2017 at 19.30
at Sawley Village Hall

Present – Councillors Martin Kirbitson (Chairman), Mike Lumb (Vice Chairman), John Scannell, James Wigginton, Simon Learoyd, Trevor Kitchen, Mark Smeeden, Councillor Margaret Atkinson (Harrogate BC) and Mr Howard Mountain, a member of the Public.

Councillor Martin Kirbitson – Chairman) **welcomed** all those present to the meeting.

1. No **Apologies** were received.
2. There were no **Declarations of Interest**.
3. There were no **Requests for Dispensations**.
4. There were no **Public Questions or Statements**.
5. **The Minutes of the last Meeting** held on 19th January 2017 were agreed and signed by the Chairman.
6. **Matters Arising:** -
 - 6.1. Parish Precept (see also Item 11.a&b, below). Following the last meeting, the Precept had been applied for with an uplift as a result of the Grounds maintenance Grant being cut by Harrogate BC. In view of the grant being reinstated, it was resolved to leave matters as they are. The decision to raise the precept was sound, based on the information available at the time and there were also expenses from the play areas to be met.
 - 6.2. Farm & Land Services Ltd – it was resolved to accept the quote for grass cutting as is (ie, **not** excluding Bountain Hill as per last meeting) It was also agreed that grass should be cut to take into account the Sawley Country Fair on 25th June and the Sawley Sports Day on 22nd July.
 - 6.3. DTMS Contract having been produced there was no comment other than it was subject to the Council receiving funding to have it carried out. The Clerk to find out how much funding came from the AONB and how long this funding would last for.

7. Reports

- 7.1. District Councillor Atkinson gave her report:
 - 7.1.1. The planned office move is going well – on time, on budget and should result in operating savings for HBC
 - 7.1.2. The present building will be sold shortly.
 - 7.1.3. The number of District Councillors will be cut with the new boundary review – we will become “Ripley and Fountains” still to be contested by Cllr Atkinson.
 - 7.1.4. County Council constituency will remain the same.
 - 7.1.5. There will be an election to NYCC on 4th May.
 - 7.1.6. NYCC have an extra £800k for potholes repair
 - 7.1.7. Broadband service is targeted to be universal by 2020 including remote and outlying areas (as a result of comments from Cllr Lumb, Cllr Atkinson will investigate the position with Grantly.)
- 7.2. Clerk’s progress report

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- 7.2.1. Application for a PC Laptop – Clerk explained about the Transparency Fund and it was agreed that IT equipment should be applied for.
- 7.2.2. Sean Wright Meeting – Clerk explained that he was due to meet with SW from HBC about commuted sums. Council wanted to know what remained to be spent and could Clerk obtain a spreadsheet of same.
- 7.2.3. HSBC – Clerk explained that progress with the changeover of details at HSBC was slow and frustrating but there was progress. New Parish Councillors to become signatories as well.
- 7.2.4. Website – this should be bought up to date and a newsletter kept updated on line also.
- 7.2.5. Parish Meetings – as the Annual Parish Meeting could not be held this evening then the Annual Meeting of the Council at Sawley Village Hall on Tuesday 23rd May 2017 should be changed to Grantley and the APM held there prior to the Annual Meeting of the Council instead.
- 7.2.6. Payroll bureaux vs doing payroll in-house. Clerk explained that Eura Audit UK (Ripon) LLP have quoted £10.00 +VAT per month for a 1 employee payroll scheme and this includes, full completion of the payroll, a copy payslip & completion and submission of Pension contributions. Iona Taylor used to use Money Soft and did hers herself. (She continues until the end this financial year). The license fee for Money Soft is £60.00 per year (£5.00 per month). We would have to buy our own copy. With Clerk's time there is little to choose between the two in terms of financial cost. However, Clerk would prefer to be distanced from the task of "Paying himself" and feels that out sourcing the task would be good policy. Council agreed that a Payroll bureaux should be engaged.

8. Remedial work to play areas required.

- 8.1. It was reported that the slide in the Sawley play area was now repaired, as was recommended by the inspector from Wickstead. This should now be re-inspected by Wickstead. Clerk to organise.
- 8.2. The swing seats at Sawley play area require replacement, as noted in the recent Wickstead report. Clerk to organise the purchase of 2 seats.
- 8.3. The broken swing frame at Grantley was described by the Clerk, particularly that the frame is set in concrete and would require extensive work to remove the frame for repairs. It was decided that Cllr Kitchen would organise an inspection by an engineer with a view to repairing the frame in site. And report back to the Parish Council. Should this be possible, the completed work would be inspected by Wickstead.

9. Newsletter It was decided that the Newsletter should be revived and posted to a section on the Parish Council website. It should also be posted on Village notice boards. Content should take the lead from past editions.
(Clerk to Action)

10. Financials

- 10.1. Castle Trust – it was resolved to reinvest the monies with Castle Trust (Clerk to Action)

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- 10.2. Cambridge Building Society. No action required, save to change account admin details and find out the up to date position.
- 10.3. HSBC a bank reconciliation was circulated and approved by Council.
- 10.4. Wickstead invoice – 16/02/2017 – signed off by Council
- 10.5. YLCA membership invoice -2017/18 – signed off by council

11. Correspondence received

- 11.1. HBC – Grass maintenance grant is to be reinstated for the forthcoming financial year.
- 11.2. Clerk noted that the Grounds Maintenance Grant in respect of 2016/2017 in the sum of 834.36 had been received from Harrogate BC recently.
- 11.3. NALC - Dated 10.03.2017, re Parish Precept – discussed by Council; should be include in the Parish Newsletter
- 11.4. Police Property Fund – Contents noted and Councillors to reflect any suitable community schemes, perhaps regarding rural security.
- 11.5. Internal Audit - Sue Welsh, 13.03.2017 – discussed by Council and proposal agreed.
- 11.6. Wheels to work - discussed by Council; should be include in the Parish Newsletter
- 11.7. National Trust – 16.03.2017 – discussed by Council and decided that **Cllr Smeeden should make an appointment with NT and attend with Clerk.**
- 11.8. NYCC – re cutting grass splays on road verges. It was thought that the Parish Council included these in the Farm & Land contract. **DT to check and follow up with letter**

12. Planning Matters

- 12.1. 17/00726/FUL, Mr C Nelson - Having studied the application papers, the Council resolved that it had no Objections to the application and the Clerk should response accordingly but with comments to reflect the Parish Council unease at the way in which the final position had been achieved by the applicant.
- 12.2. 17/00943/FUL, Mr/s Knockton. – Having studied the application papers, the Council resolved that it had no Objections to the application and the Clerk should response accordingly.
- 12.3. 16/05583/FUL, C&JR Terry – Notification, Approved. Noted by the Parish Council.
- 12.4. 16/00081/NREFPP/ Mrs J Hainsworth, Appeal Dismissed. Noted by the Parish Council.
- 12.5. 16/03435/LB Mr/s Stewart, Withdrawn - the Council had no comment to make.
- 12.6. 16/05029/FUL Mr/s Shorten, Approved - the Council had no comment to make.
- 12.7. TPOs – No further comments made on TPOs received. See Item below
- 12.8. 17/00030/PR15 – Enforcement – responding to a request from Cllr Wigginton prior to the meeting, the Clerk had made contact with HBC and reported to the Council that enforcement inspector found no breach of planning control.

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12.9. There was concern over two stands of trees in the Parish that could be vulnerable in the future. It was resolved that they should identify the exact location of the trees in question and notify Clerk. **Clerk should then apply for TPOs on these trees.**

13. Members points of interest

13.1. Cllr Kirbitson reported that the road out of Sawley towards Harrogate is prone to flooding. Clerk to report this to NYCC

13.2. Cllr Lumb reported that the Main Road surface in Grantley – running past the playing field – is in a very poor state and down to the base layer in parts. It was felt the it needed relaying rather than simply patching. **Clerk to investigate the position on this with NYCC**

13.3. It was reported that there was a pile of soil / spoil from excavation works, adjacent to the East Lodge, at Grantley Hall and wanted to know if this was a result of works approved by existing planning permissions. **Clerk to write to HBC to investigate.** Cllr Kirbitson raised the issue of wear and tear on local roads to which the convoys of HGVs carrying material to and from the Grantley Hall development have contributed. He noted that there are a number of potholes and damaged/sunken road drains on the road from Sawley to Ripley and was concerned that this damage may have been exacerbated by the significant increase in HGV traffic in recent months

13.4. Cllr Lumb reported that there was a meeting scheduled on 8th May regarding the Grantley Hall development and that it was as a result of the close historic link between the Hall and the village hall.

13.5. Cllr Lumb also reported that according to his own research, BT are unlikely to provide the required level of broadband service to Grantley. He felt that a private scheme may be necessary, as it has been in other villages. There may be community funding options.

14. Schedule of meetings for the forthcoming year. - To be updated to reflect item 7.2.5 and circulated

15. Items to be considered at the next Meeting – there were none put forward

The meeting closed at 21.15hrs.

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

Signed as a true record:

Chairman

Date: