

ROECLIFFE AND WESTWICK PARISH COUNCIL

Minutes of Roecliffe and Westwick Parish Council Annual Meeting held on Monday 8th September 2014 in Roecliffe School Hall at 7.00pm

1 **Members Present**

Cllr J Bolland, Cllr P Hutchinson, Cllr S Green, Cllr J Reeve, Cllr D Siswick, County Cllr R Windass and two members of the public.

2 **To receive apologies for absence**

District Cllr N Brown, Cllr G Ogden and Cllr S Jarvis

3 **Declarations of interest**

There were no items of interest declared

4 **The minutes of the previous meeting held on 20th May 2014**

These were accepted as a true correct record

Proposed Cllr Siswick

Seconded Cllr Reeve

Item Resolved

5 **District and County Councillor's Reports**

In the absence of District Cllr Brown Cllr Bolland gave a report. This was taken from the JPC Meeting on 4th September. The main points were as follows:

- HBC were looking at accommodation plans and the possibility of all departments moving to a single new building at Knapping Mount. There was also a new possibility of a site at Hornbeam Park. Cllr Green reported that he had responded to a questionnaire on buildings in which he suggested that the site at Knapping Mount was unsuitable for a number of reasons and that he proposed that HBC should look at an arrangement with The Great Yorkshire Showground. He had yet to receive a response. County Cllr Windass informed the meeting that there had been no formal decision on Knapping Mount yet although it had been approved by cabinet. It had yet to go to full council for a decision. He also reported that he was now vice-chairman of the Planning Committee. Cllr Green also suggested it would be worthwhile surveying where those who worked in the current buildings travelled from in order to attend the proposed offices and by what means.
- There had been a number of occasions where Parish Council meetings had clashed. A new centralised diary (UREDARY) had

Signed..... Date.....

been set up in an attempt to alleviate the issue and details had been circulated.

County Cllr Windass reported as follows:

- The condition of the road surface on Bar Lane had been repaired. However there were still issues on a section of the road towards Boroughbridge, an area that had been filled numerous times without resolving the problem. Photographs had been supplied prior to the meeting by Cllr Jarvis. After discussion it was agreed that Cllr Bolland would forward the photographs to County Cllr Windass, who would take the matter up with Area 6.

Action Cllr Bolland and County Councillor Windass

- NYCC had received an additional £20m funding and consequently there had been further action on road repairs. He also informed the meeting, that, following a request from Cllr Hutchinson, the possibility of providing white lines on the Bishop Monkton road was not attainable owing to the road being too narrow.
- Regarding the proposed Allerton Park waste facility County Cllr Windass gave an update about recent meetings he had had and about the forthcoming Cabinet meeting on 9 September and the Extraordinary Council meeting to be held on 24 September at which the decision would be made on whether to go ahead or not. He explained the financial consequences for the County and for Amey Cespa of not doing so. He also detailed alternate sites that had been considered and then rejected for a number of reasons (Teeside, Ferrybridge and Kellingley)
- After Cllr Bolland drew County Cllr Windass's attention to the letter regarding the Commons Act 2006 dated 11th July, the latter agreed to investigate the implications for Roecliffe and Westwick and report back.

Action County Cllr Windass

6 Clerk's Report

This is attached as Appendix A

7 Planning

Cllr Siswick reported as follows:

- **Erection of three dwellings to the north of Holmside Farm**
Since the last meeting there had been a letter sent from the applicant's solicitors to NY Highways to try to ascertain what may be acceptable to them. The response had suggested that a reduction from 3 to 2 properties, the provision of 2 passing places and a non-adoptable footpath would be a requisite. Cllr

Signed..... Date.....

Siswick also reported that one of the properties affected by the proposal was due to change hands and he was contacting the respective parties regarding the situation.

Item Ongoing

- **Erection of a single storey extension, conservatory and detached garage at Pasture Close**
Permission had been granted in part (the plans for the garage had been modified)

Item Resolved

- **Severing the roots of one oak tree T1 of Tree Preservation Order 31/1994 at Aaztec Associated Ltd.**
This planning application had been rejected although an appeal was now in progress

Item Ongoing

- **Landex Parks: Planning Enforcement, Unauthorised Tree Works**
A response had been received from Steve Pilling at HBC as follows: "My understanding of the tree prosecution case is that the work to the trees was undertaken in July 2012. The question of whether an offence under the Planning legislation had been committed was not raised until much later by which time it was too late to bring a prosecution. The relevant offence is a Summary offence and a prosecution would need to have been initiated within 6 months of the work to the trees being carried out for a prosecution to be successful. A prosecution was not therefore pursued".

After discussion it was felt that a robust response should be sent to Mr Pilling detailing the Parish Council's dissatisfaction with the outcome, should it be found that the matter was raised by the Parish Council to HBC within a reasonable timeframe.

Action KP to investigate and respond accordingly

8 Overnight Parking on Brickyard Lane

Cllr Bolland reported that he had brought the subject up with Reed Boardall. Cllr Siswick informed the meeting that the issue of overnight parking of refrigerated lorries was still ongoing. However the letter received from Area 6 proposing that HGV's would not be allowed access unless they were undertaking legitimate business (overnight parking not being deemed as such) may alleviate the problem.

Cllr Siswick also drew the meetings attention to the recent theft of vehicles from the new garage on Brickyard Lane and advised all to exercise vigilance and to ensure that this was common knowledge.

Action: KP to write to Area 6 welcoming their proposals

9 The untidy appearance of Thorns Lane

The meeting noted that this subject had come up repeatedly over the past few years. Following the response received from Mr Costar, Cllr Siswick had left a voicemail, but had yet to have a response. He would follow up asking Mr Costar to check his records on the number of times the subject had been raised with him, and also to ask for a response regarding the issue of the caravan that was currently sited at the location

Action: Cllr Siswick to follow up.

10 Finance

KP gave the financial update. It was proposed by Cllr Siswick and seconded by Cllr Reeve that the report be accepted

Item Resolved

11 Defibrillator Appeal

Cllr Green informed the meeting that although the cabinet had arrived promptly the defibrillator took a number of weeks to materialise, and when it did, one was delivered to Cllr Green and a second unwanted defibrillator was delivered to The Crown. The Parish Council was invoiced for two defibrillators, which was queried by both KP and Cllr Green with Cardiac Sciences. After a number of calls the second defibrillator was collected (at the second time of asking) last week. KP then received a request for payment for the second item (the first item had been promptly settled) which Cllr Green has taken up with Cardiac Sciences.

Training had initially been arranged for 22nd October; this now been re-arranged for 20th October and Cllr Green is liaising with The Crown. A maximum of 15 people can be trained although observers are welcome. The meeting agreed that 3 places should be offered to The Crown, 2 places to residents of Roecliffe Park and another place to an unnamed person who made a substantial donation to the appeal. This would leave 9 places for people who could be selected by ballot if there were more applicants than places. Cllr Green indicated that both he and Liz Jarvis would be happy to arrange additional training.

Postscript: The Defibrillator Training by Patrick Murphy of North Yorkshire Ambulance Service has been confirmed for Monday 20th October in The Coach House, The Crown Inn beginning at 7pm. Cllr Green will circulate the parish when he returns from holiday on 29th September

Action: Cllr Green

Signed..... Date.....

12 Village Green Tree Report

Cllrs Bolland and Siswick met with Alan Gilleard who expressed his satisfaction with the trees on the green. Only three need attention and this will involve aeration of the surrounding area to the trees. A working party will be arranged in October (volunteers from the Parish Council and Village Fund to be arranged).

Action Cllr Siswick and Cllr Bolland

13 Neighbourhood Plan

Cllr Reeve attended a meeting with Gill Ritchie, along with three other councillors. In order to start the process we need to determine the parish boundary: the normal timescale for this type of project is 2 years. Cllr Bolland felt that we should go ahead with this project although he had checked at the JPC meeting and it seemed that no other parish council was intending to proceed. He also informed the meeting that Reed Boardall was willing to support the process.

Action: Cllr Reeve to inform Gill Ritchie of our intention to proceed

14 Day course for new councillors

Cllr Reeve informed the meeting that the course had proved very interesting and was very pro-active in its set up. It was agreed that liaison with Gill Ritchie would suffice rather than enrolling on a Neighbourhood Planning course.

Item Resolved

15 Complaints Procedure

Documentation had been received and circulated regarding Complaints Procedures from YLCA.. It was proposed by Cllr Bolland and seconded by Cllr Green that we adopt this procedure.

Action: Cllr Bolland to contact YCLA to see if we can obtain a standard template form

16 Government response to the consultation on a transparency code for local councils / parish meetings.

Documentation had been circulated prior to the meeting. It was discussed and accepted unanimously. The general feeling of the meeting was that we are well placed to cover the requirements proposed by the Government.

Item Resolved

17 Condition of road surface on Bar Lane

Covered under County Councillor's Report

18 Correspondence

- **Commons Act 2006** : Covered under County Councillor's Report
- **Parish Consultation:** it was agreed that Cllr Siswick would phrase a question for the meeting. Both he and Cllr Bolland would attend.

Action: Cllr Siswick

- **St Michaels Hospice:** KP reported that an invitation to a coffee morning and a tour of the hospice had been received. He had responded declining the offer due to unavailability of councillors but asking to be kept informed of future such events.

Item Resolved

19 Dates of next meetings:

27th November 2014 19:15

2nd February 2015 19:00

20th April 2015 19:00 (Village Forum)

Action: KP to update "UREDINARY"

APPENDIX A

CLERK'S REPORT – September 2014

- a) A complaint regarding the lack of draining of a gully behind Roecliffe School had been received. North Yorkshire Highways were informed and the issue resolved.
- b) A complaint regarding the litter bin outside Roecliffe Church had been received. HBC were contacted and after two attempts this was emptied
- c) Various communications with HSBC in order to successfully alter signatories on the bank accounts resulted in the these being successfully changed to include all councillors and the parish clerk
- d) Online access to HSBC now resolved
- e) VAT claim for initial invoice for the Defibrillator submitted: payment received. Second claim to be submitted.
- f) Noticeboard Items
 - a. Julian Smith Surgeries
 - b. European Election Notification
 - c. Audit of Annual Accounts – displayed for 14 days until 28/08/14
 - d. Various additional notices of general interest
 - e. Notice of PC Meeting

Signed..... Date.....