

HAMPSTHWAITE PARISH COUNCIL

Minutes of the meeting of the ordinary meeting of HAMPSTHWAITE PARISH COUNCIL on Monday 9th March 2020 in The Village Room, 21 High Street, Hampsthwaite, HG3 2EP



Commenced: 7.15pm

Concluded: 9.40pm

Present: Cllr Brown (Chairman)

Cllr Collett

Cllr Howard

Cllr Backhouse (Arrived at 7.35pm)

Cllr Fairfoot

Clerk: R. Crabtree

131. Public Participation

No matters raised.

132. To resolve to agree and sign the Clerks contract.

Resolved to agree the contract and it was signed by the Clerk and Cllr Brown.

133. To receive any apologies and approve the reasons for absence

Apologies were received and approved from Cllr Jennings and Cllr Mounsey.

134. Declarations of interest

a) To receive any declarations of interests not already declared under members Code of Conduct or members register of Disclosable Pecuniary Interests

None received.

b) To receive, consider and decide upon any applications for dispensation

None received.

135. To Receive reports for North Yorkshire County Councillor and Harrogate Borough Council

Cllr Harrison gave the following update:

- He has reported the tree trunks and debris to be removed from Hampsthwaite bridge.
- Funds have been received from the Central Government to fund local transport initiatives. Operator 24 has bid to increase the timetable.
- Work is scheduled on Brookfield Road.
- Harrogate Borough Council have approved the Local development Plan.
- He agreed to request that work is completed on the tree next to the lamppost on Hollins Lane.
- Cllr Collett asked for information on the settlement at Flaxby/Green Hammerton. This was discussed.
- Cllr Howard asked for confirmation of who is responsible for the beck. Cllr Harrison confirmed the beck bed is the Environment Agency's responsibility and either side is the riparian landowners.

136. To approve the minutes of the Ordinary Meeting of Hampsthwaite Parish Council held 10th February 2020 as a true and accurate record of that meeting

Resolved to approve the minutes of the meeting held on 10th February 2020.

137. Planning

a) To consider and decide upon the following planning applications:

HBC Reference:	Address	Description:	Comments
20/00498/DISCON	Land at Cruet House Hollins Lan	Approval of details required under conditions 8 (Vehicular, Cycling and Pedestrian plans) , 10 (Wheel Washing), 11 (Construction parking and Storage), 13 (Contamination), 14 (Electric Vehicle infrastructure), 15 (Bat Assessment), 18 (Himalayan Balsam removal), 19 (Bat Provisions),	No comment

		20 (Root Protection Area) and 22 (Boundary Treatments) Of Planning Permission 16/05517/OUT: Outline planning application for the development of 5 no. residential dwellings with access considered.	
20/00528/REM	Land at Cruet House Hollins Lane	Reserved matters application for the erection of 5 no. residential dwellings (appearance, layout, scale, landscaping considered) under permission Outline Permission 16/05517/OUT.	No comment

b) To note any Harrogate Borough Council Planning Decision notices received

The decision notices were noted.

HBC Reference:	Address	Description:	Comments	Status
19/05286/FUL	18 Finden Gardens	Erection of detached garage and formation of access from public highway	No comment	Granted
20/00114/FUL	Flat 1&2, Springhaven, Hollins Way	Erection of two storey detached garage/store	No comment	Granted

c) To consider any further planning/enforcement matters

The planning matters were noted.

HMB Reference	Details	Planning matter
18/04884/FUL	ADDRESS: Land Adjacent 11 Finden Gardens PROPOSAL: Demolition of existing garage and erection of 1 no. dwelling.	Appeal

138.

Finance

a) To note and approve the schedule of payments

Resolved that the Schedule of Payments are approved.

Cheque Number	Payee	Details	Amount
1707	H. Brown	Ink Cartridges	£42.00
1708	R. Crabtree	Salary	£359.56
1709	J. Knowles	Salary	£276.66
1710	HMRC	PAYE/TAX (Crabtree)	£89.80
1711	HMRC	PAYE/TAX (Knowles)	£64.80
			£832.82

b) To receive and approve the RFOs report

Resolved to approve the RFOs report

139. To receive information on the following ongoing issues and decide further action where necessary

a) To approve the HPC asset register/schedule

The asset register was discussed and items agreed. It was noted that a separate register was required for trees.

Resolved that the Clerk will make the amendments to the document and input any missing information.

It was agreed to adopt the memorial benches and troughs and the Clerk was requested to send a letter to the residents for approval.

b) To consider the schedule and procurement of grass cutting contracts for 2020-2021

Resolved to agree the quote from Ray Skelton.

c) To consider necessary action regarding the Feast Cabins

It was noted the Clerk had attended the Feast Cabins with Cllr Brown and Cllr Fairfoot and prepared a Schedule of Works including statutory inspections.

Resolved that the Clerk will obtain quotes and add to the next agenda to be agreed.

d) To receive an update on the future arrangements between HPC and Community Payback

Resolved that the Clerk will merge both task lists produced by Cllr Howard and Cllr Brown. It was agreed that Cllr Howard can have a monthly limit of expenditure on equipment, the amount was discussed and the Clerk was requested to seek confirmation that expenditure can be delegated to a Cllr.

The Clerk will request a template contract and Risk Assessments for the tasks. This will be included on the next agenda to be agreed.

e) To consider and agree arrangements for the Annual Parish Meeting

Resolved to invite Cllr Harrison and a representative from the Recycling Department at HBC.

f) To consider and agree arrangements for the Christmas tree

Resolved to defer this item to the next meeting.

g) To receive an update on the Parish Council Website

The Clerk confirmed that the new website is now live and posters have been prepared to advertise this. Cllr Howard confirmed that all Parish Council documents have been removed from the Village website.

h) To consider and agree arrangements for the waste bin situated near the Play Area

Resolved that the Clerk would contact HBC and request that local dog walking companies are sent a letter to request that they do not put dog waste bags in the bin.

140. Matters requested by councillors

a) To agree the meeting dates for 2020 (HB)

Resolved that there would be no meeting in April.

Resolved that the Annual Meeting of the Parish will be held on 14th May 2020 at 6pm before the Annual Parish Meeting. The remaining meeting dates will be agreed at the next meeting.

b) To receive an update on the VE Day event at the Memorial Hall (GH)

Cllr Howard gave an update on the event being held at the Memorial Hall which includes a family party during the day and a band. This is a ticket event.

c) To receive an update on the fence repairs at the Play area (GH)

Cllr Backhouse asked when the fence will be repaired. Cllr Fairfoot thought this had already been done. Cllr Howard agreed to send the Clerk the photos and she was requested to look into this and arrange for the work to be completed.

d) To consider and agree the procedure for Village Planting (GH)

Resolved that the PC would require quotes before agreeing any expenditure for Village Planting. This will be added to the next agenda.

e) To consider the proposal to close the Village Surgery (CM)

This was discussed. The PC is concerned for the closure of the surgery and would like to comment on this. Cllr Backhouse agreed to send the Clerk a copy of the letter he had received about the proposal.

141. Councillor Activities

a) To note reports from outside bodies, councillor activities and training and decide action where necessary

A request was received from The Feast asking if the Feast Field could be used for an event they would like to hold to celebrate the 75th Anniversary of VE day.

Resolved that the event can be held on the Feast Field and no funds were agreed. The Clerk will request copies of the insurance policy and Risk Assessment.

b) To confirm membership of councillor representatives on outside bodies

Resolved to defer this to the next meeting.

142. Highways

a) To consider ongoing/current Highway issues and decide action where necessary

None received.

143. To consider the following new correspondence received and decide action where necessary

a) To note the Knabs Ridge Wind Farm Community Fund

Noted.

144. To note matters for information and items for inclusion on the agenda of the next meeting

- Beck
- Community Payback
- Feast cabins
- Meeting dates
- Asset register
- Councillor membership of outside bodies

145. To confirm the date, time and venue for next ordinary meeting of Hampsthwaite Parish Council

Resolved the Annual meeting of the Parish is to be held on 14th May at 6pm and the Annual Parish meeting will be held on the same date at 7pm.