

KEARBY WITH NETHERBY PARISH COUNCIL

DRAFT

MINUTES OF THE ANNUAL MEETING OF THE PARISH COUNCIL HELD AT THE STABLES, MAUSTIN PARK ON MONDAY, 14TH MAY 2018 AT 7.30PM

Present: Daniel Martin (Chair), Angela Rickards, Robin Irwin, Guy Townsend, Graham Swires (Councillors), Julie Clegg (Clerk)

In attendance: 8 residents

1. Election of Chairman and completion of Declaration of Acceptance of Office

It was proposed (by Guy Townsend), seconded (by Robin Irwin) and agreed that Daniel Martin be re-elected as Chairman. All Councillors completed the Declaration of Acceptance of Office form and these were retained by the Clerk together with other ancillary documentation.

2. Apologies and reasons for absence

None.

3. Election of Vice Chair

It was proposed (by Guy Townsend), seconded (by Daniel Martin) and agreed that Angela Rickards be re-elected as Vice Chairman.

4. Sign the minutes of the previous Ordinary Meeting of 12th March 2018

The minutes of the meeting held on 12th March 2018 were agreed and signed by the Chair as a true and accurate record of the meeting.

5. Matters arising from the previous Ordinary Minutes of 12th March 2018

The Clerk noted an email received from the Clerk at Kirkby Overblow regarding passing signs and litter picking.

6. Declaration of interests

None declared.

7. Planning applications

It was noted that:

a. New applications

- i. 18/01614/TPO: Compton Manor, Barrowby Lane – crown reduction by 4m of 1 Yew tree within TPO 10/1998 - [the Parish Council commented to HBC that it had no objections to the application]
- ii. 18/00976/FUL: Cliff House, Kirkby Lane, Kearby - demolition of single storey link extension, erection of two storey link, extension formation and alteration of fenestration, removal of chimney,

installation of 8 no. rooflights – [the Parish Council commented to HBC that it had no objections to the application]

- iii. 18/01098/CLOPUD: Land Comprising Field at 434217 447637 Kirkby Lane, Kearby – application for a certificate of lawfulness for the erection of agricultural building – [the Parish Council commented to HBC that it objected to the application on the basis that the applicant, among other things, needed to demonstrate a farming use to benefit from Permitted Development orders and needed to demonstrate that he was a farmer and, in the Parish Council’s opinion, this was not the case.]

b. Updates

- i. 17/05569/DVCON: The Riddings, Spring Lane, Kearby – deletion of condition 2 (patio) and 3 (garage extension) of permission 17/02571/FUL to allow the retention of the patio and garage extension - REFUSED
- ii. 17/04862/FUL: Rooksfield Farm, Gill Lane, Kearby – retrospective application for the retention of agricultural building adjoining an existing stable building – REFUSED

c. Enforcement Notices

- i. Re the container at the top of Kearby Cliff. No further update but remains “under enforcement”.

There were no other Planning Applications to consider.

8. Highways

a. Litter Pick

AR noted that the litter pick had been very successful with about 20 people (including children) collecting 18 bin bags of rubbish.

Unfortunately, there were also a lot of improperly disposed of dog poo bags. Whilst the Parish Council have discussed the possibility of acquiring dog waste bins in the past, it has been rejected on the basis that nobody wants to empty them (since HBC will not do it).

ACTION: SPEAK TO ADAM AT MAUSTIN PARK ABOUT PUTTING UP A SIGN ASKING DOG OWNERS TO BE RESPONSIBLE FOR THEIR OWN DOGS WASTE

AR noted that she had written an article on the litter pick for the next issue of the Village News. It was agreed that another litter pick should take place in the Autumn.

ACTION: PUT AUTUMN LITTER PICK ON THE AGENDA FOR SEPTEMBER MEETING

9. Other matters

a. Crime figures

The Chair reviewed the published crime figures from February and March 2018.

b. Transparency Code for Smaller Authorities: update on application for funding

The Clerk had purchased a laptop together with associated software and internet security and a scanner/printer. A website design company, Vision ICT, has been selected to build the site and the Clerk asked for volunteers to take photographs of scenes in the village for the site.

ACTION: CLERK TO ARRANGE FOR WEBSITE DESIGN AND PHOTOGRAPHS

c. Community Defibrillator

Angela Rickards (“AR”) noted that she had done some research around how much a defibrillator would cost and these are thought to be about £1,500. Regarding insurance, it was noted that our own insurance would be more than adequate to cover requirements.

Maustin Park will hold a fundraiser in August and the Parish Council has agreed to make a donation together with Councillor Trotter who offered £500.

d. Parish News: next article

I was noted that the Clerk would write an article for the Village News. Subject matter to be determined and supplied by Councillors and Parishioners in due course.

ACTION: CLERK TO WRITE AN ARTICLE FOR THE VILLAGE NEWS

10. Correspondence received

a. ICO/YLCA re GDPR

The Parish Council had received correspondence from the ICO via YLCA regarding the appointment of a Data Processing Officer.

11. Parish Clerk

- a. The Clerk noted a communication from NALC approving a statutory uplift in the Clerk’s salary from £9.09 per hour to £9.27 from 1 April 2018.
- b. The Clerk’s wages to 11 May 2018 were approved.

12. Finance report

a. Bank balances and bank reconciliations

- i. The Treasurer noted that the bank balance at 31 March 2018 was £2706.72.

b. The following invoices were approved for payment:

- i. £163.08 – Julie Clegg – salary

- c. It was noted that the internal audit had been carried out by Mary Farrar.

- d. The accounts for year ended 31 March 2018 were considered and APPROVED by the Chair.
- e.
 - i. The Annual Governance Statement 2018 was APPROVED and signed off by the Chair and the Clerk; and
 - ii. The Accounting Statements of the Annual Return for the year ended 2018 was APPROVED and signed off by the Treasurer and the Chair.
- f. IT WAS AGREED that the insurance from 1 June 2018 should be taken out with BHIB and a cheque be issued.

IT WAS RESOLVED to appoint Julie Clegg as the Responsible Financial Officer for Kearby with Netherby Parish Council with immediate effect.

13. Open Forum

- a. A resident noted the ongoing problem with postcodes in the area with some residents having Leeds postcodes and others having Harrogate postcodes. It was felt highly unlikely that the Parish Council was in a position to effect a change in this matter.
- b. Regarding passing places (near the gas marker between Barrowby and Kirkby Overblow), there is a pothole in the passing place which makes it difficult and dangerous to pull into and out of.

ACTION: CLERK TO SPEAK TO HIGHWAYS/COUNCILLOR TROTTER

- c. A resident asked if the lettering on Notices can be made larger. The Clerk noted this request.
- d. Regarding the grate at the top of the Cliff – covered in water – Kearby Cliff – right on the bend.

ACTION: CLERK TO SPEAK TO HIGHWAYS/COUNCILLOR TROTTER

- e. Regarding the Kirkby Lane sign – at the top of the cliff – which is currently propped up on the hedge.

ACTION: CLERK TO SPEAK TO HIGHWAYS/COUNCILLOR TROTTER

- f. “Low Barrowby” stone sign has been knocked over.

ACTION: GRAHAM WIRES TO SPEAK TO RESIDENTS AT LOW BARROWBY FARM ABOUT THIS

14. Items for the next meeting

None carried forward

15. Date of next meeting

Monday, 17 September 2018 at 7.30pm

Monday, 26 November 2018 at 7.30pm

The meeting closed at 8.20pm. These are draft minutes of the Parish Council meeting held on 14 May 2018 which are due to be approved at the next meeting on 10 September 2018.

D Martin
(Chairman)