

taxes planned for Ryedale residents.

- • In terms of planning, Keith considers that there has been no inappropriate development in recent years in the ward but it is difficult to satisfy the need for affordable housing.

Services are being cut across the country and yet no frontline services are being cut in Ryedale. 'Intelligent anticipation' has meant that cuts have been less painful for example reducing staff numbers through Voluntary redundancy not compulsory and not filling certain vacancies. Better IT and improved processes will help ensure the efficiencies continue and Ryedale is also investigating sharing services with neighbouring Councils to reduce overheads eg legal services.

Keith Knaggs provided a brief update on 2 planning applications in our parish:-

- 1) **Claxton Grange Cottage complex** – Negotiations with the applicants are continuing. The isolated location of the side of the A64 means that certain uses for the buildings are not sustainable. With a development of this size, an applicant would normally be expected to contribute to local infrastructure but that is proving difficult in this case.
- 2) **Sand Hutton Walled Garden** – This quite complex application is likely to be heard by the Planning Committee in April. Although the application has evolved, the 2 key issues to resolve remain the same as the first time the plans were reviewed ie. 1) protecting the future maintenance of the walled garden in the future, even if the owners changed 2) resolving the access to the site and the safety of turning in and out of the access track.

Other Parish issues:-

- • **FERA car park and cycle scheme** – Keith Knaggs was very pleased that this scheme was now happening.
- • **Claxton Green tension** – Keith Knaggs queried whether the Parish Council was trying too hard to satisfy everyone and that some parishioners may be asking too great a degree of involvement in managing behaviour from the Parish Council. Common Land is intended for use by all local people and access should be maintained but parents are still responsible for any children who choose to play on the green. A possible suggestion was a disclaimer sign to clarify that play was 'At your own risk'?
- • **Localism Bill** – The Bill will impact on the future of Parish Councils including our own. Keith believes that it is currently in a muddle and needs to become more cohesive and logical.

VT then thanked Keith Knaggs for his thoughts and Keith left the meeting to attend Gate Helmsley Parish Council meeting.

ITEM 4: GENERAL BUSINESS SECTION

RYEDALE DISTRICT COUNCIL PLANNING MATTERS:

Planning applications and tree felling notice received since the previous meeting:-

- • Notice to Fell Trees – Chapel House (behind Rose Cottage) Main Street, Claxton – No objection

Ryedale District Council correspondence: The consultation on reduced opening of Ryedale Waste Recycling centres was noted. HW reminded the meeting that the local Towthorpe recycling centre was actually within the City of York area.

NYCC correspondence: The approved Parish Charter from Jonathan Spencer at NYCC was noted.

OTHER correspondence: LE reminded Councillors and Parishioners that as well as District Council elections, there will also be Parish Councillor elections on 5th May. This will be the last meeting of the current Parish Council as the 4 year term finishes on 9th May and anyone wanting to

stand to be a Parish Councillor needs to complete a nomination process. Nomination papers are due in to Ryedale by 4th April so there are only a few days left but forms are available from Ryedale Democratic Services or from the Parish Clerk. **HW** expressed concern that parishioners may assume that the current Councillors will stand again but that is not the case. The election process has been advertised in the parish but **LE** emphasised that some current Parish Councillors are **not** planning to stand again and anyone who is interested should come forward soon.

ITEM 5: MATTERS ARISING FROM PREVIOUS MINUTES

LE introduced the discussion on the following outstanding matters:

NYCC HIGHWAYS ISSUES:

30mph Zone – **LE** updated Councillors on the latest news on the 30mph zone from Highways. Since the last meeting, the Parish Council has submitted its comments as one of the consultees but now there is a public consultation process. Highways reported that: “There were no adverse comments received from the consultation, so we will now proceed to the next stage. We now have to formally advertise the proposal in the local press to give the wider public the chance to raise any comments they may have. If no adverse comments are received, we can then seal the legal Order and order the works. We intend to move the proposed start of the speed limit slightly nearer the bend and village than shown on the consultation plan, probably only by around 20 metres. On the plan it is shown quite a distance from the bend; speed limits are generally most effective when they are nearer the development or hazard requiring the limit. We will ensure that both the Sand Hutton village nameplates and the warning sign are not obscured by any new signs and posts.” **LE to continue to monitor progress of the consultation process and report any outcomes to the next meeting.**

Road Safety Questionnaire outcomes – **LE** reported that the triangular warning sign is now being used in Greenhills and should be used when the children are playing and then stored behind the salt bin when not required. Councillors did not have any observations on the sign in use. **ALL Councillors to be alert to feedback on this traffic safety measure.**

Surface Water and Drainage Problems – Flooding of Main Street, Claxton – No news from Yorkshire Water to report. **LE to pursue report on surface water drainage with Yorkshire Water.**

OTHER VILLAGE ISSUES:

Community Police Officer and Ryedale Policing – **LE** after the redeployment of PC Goodwill it was not clear how our parish would be covered by the Safer Neighbour Team but they have informed the Parish Council that “Your new Safer Neighbourhood constable is PC604 Andrew Grant who will be providing cover across the whole of the Ryedale South area and to assist him, we have PCSO’s 4873 Nicki Pounder (who will default to Ryedale West) and 3535 Andrew Birkinshaw (who will default to Ryedale East).”

Claxton village green – The maintenance of our village greens is down to a small number of kind volunteers and the latest tree felling of the dead cherry tree on Claxton green was carried out by Fiona and Nigel Davies. The branches were very brittle and dry and so it was definitely time to fell the tree. **LE** then noted that the Parish Council had received some further complaint letters concerning children playing on the village green and damage to daffodils. **VT** emphasised to the meeting that some of the letters had been anonymous that our Parish Council or indeed any other Council, cannot respond to anonymous contacts. **LE** then highlighted that as Keith Knaggs had mentioned, the Parish Council has to consider the needs of all sections of our community and that the Parish Council was struggling to find a resolution. The Parish Council is still awaiting some expert advice on certain legal and play aspects. The Parish Council has been in contact with the Safer Neighbourhood Team and Ryedale District Council and they have advised that PCSO Pounder is responding to complaints to the police and looking at a ‘problem solving plan’. The Parish Council has offered the police any support with a plan – **LE to liaise with PCSO Pounder on behalf**

of the Parish Council. Councillors decided that the annual meeting in May should focus on play areas for children and try to attract as many parents as possible to engage in the debate. **LE** to devise advertising material for the annual meeting that informs families of the current conflict and appeals for them to attend.

- **Emergency Planning** – **LE and VT** reported to the meeting that they had spent an afternoon working through the Resilience Plan and noting where there were gaps in our information. There is quite a large amount of work involved to complete the Plan (and quite a proportion was not linked to the Parish Council) and **CH** suggested that it might also be debated at the annual meeting. **LE to continue to maintain contact with Katie Speed, Emergency Planning Officer and to obtain the latest electronic version of the form which is about to be released. Defibrillator** - Liz Heath shared some useful information about the defibrillator project. A meeting is planned for 14th June in Sand Hutton Village Hall to hear about a 'first response scheme' run by the Ambulance Service.
- **Benches – Sand Hutton bench** – **LE** reported that in discussions with Smiths Gore, it has emerged that Smiths Gore, acting for the Church Commissioners, do not want the bench placed on the verge near 25 Sand Hutton at the moment. However, there is hope that there may be an opportunity in the future, linked to changes to the land at the side of number 25. **LE to maintain contact with Smiths Gore for any updates.** / **Claxton bench maintenance** – **VT** reported that Carl and Cathy Fawcett had kindly offered to clean the bench at the War memorial. Therefore, if anyone notices that the bench disappears for a while, it has not been stolen; it is just being restored after the hard winter.

PARISH PLAN UPDATE

- **FERA car park and cycle storage scheme** – **HW** was pleased to report that members of the Parish Plan team and the Parish Council had attended an event last week at the FERA labs at Sand Hutton to open the visitors' car park. This was linked to the opening of the car park and gate house on 1st April and the arrangement with FERA for local people to be able to use cycle racks and some weekend car parking spaces. Separate information about the cycle and car park scheme will be circulated but if you want to use the FERA car parking spaces at the weekend, please supply your name, full address and car registration number to the Parish Clerk, Laura Edwards.
- **School playing field** – Through some informal discussions with the school, the Parish Council has established that there are still concerns about how the access to the school field would work. However, the Head Teacher is still very supportive and the school and Parish Council now need to establish all the practical aspects that need to be in place for example a new pedestrian gate with padlock. **LE to obtain quotes for a small gate, posts and a padlock.**
- **Development of village website** – **MW** informed the meeting that work had been continuing on new layouts and new templates for posting. He was also very pleased to report that the web team has been strengthened by Andrew Fawcett joining the group. **MW to continue to work with Pete Tidball and Andrew Fawcett on the website improvements / relaunch and report any progress to the next meeting.**
- **Footpath** – **MW and HW** shared their recent experiences of walking between the villages with the meeting. The ground is quite uneven and it is difficult to spot the drainage ditches in long grass. There was then a wider discussion about footpaths and the challenges to obtain a more permanent footpath between the villages. **LE to ask other Clerks/ Councillors how they achieved inter-village footpaths eg Thornton-le-Clay and Foston.** Liz Heath asked the Councillors whether there had been a conclusion about additional grass cuts to maintain an informal footpath. The proposal would be to cut one side of the verge between the villages short several times over the growing season. The Councillors discussed this option and generally it was considered to be a practical option and there may be possible funding available from Parish Plan funds. **LE** also suggested that it was time for

an overall review of the grass cutting specification which could include the footpath idea.

ITEM 6: FINANCIAL STATEMENT

LE delivered an overview of the finances. A copy of the accounts spreadsheet had been supplied to each Councillor prior to the meeting.

Cash Position as at 24th March 2011 (including cheques issued):-

Current Account	£532.59	
Deposit Account	£1,519.65	Includes Parish Plan funds of £536.95
TOTAL	£2,052.24	Including Parish Plan funds as above

- • Invoices paid /receipts received since previous meeting:
 - o Income £294.44 = VAT rebate 09/10
 - o Expense £483.21 = Qtr 4 salary for Clerk
 - o Expense £36.26 = Administration expenses of printer ink
 - o Expense £11.48 = Npower Electricity Fees April – Aug 09 (balance of 2 credits and 2 invoices)

LE highlighted that the finance statement reflected the likely position at the year end – LE just wanted to check the correct approach to recording any disputed Npower invoices. The year-end reserves (excluding Parish Plan funds) are approx £1,500 which is slightly higher than forecasted. In the year, income slightly exceeded expenses leaving a small surplus. There were one or two areas where the spending was lower than expected eg street lighting maintenance (which is hard to predict).

- • **Npower dispute over historic invoices** – LE had both good and bad news to report. After a series of exchanges, Npower have sent all the final invoices and also sent a letter of apology about the billing and the very long time taken to respond to our complaints. The corrected 09 invoices have now been paid. However, the bad news is that Npower will not concede on the disputed administration charges from 06/07/08 and are claiming that because John Clark has now left Npower, there is no evidence that Npower charged the wrong amounts! There is still over £300 of charges in dispute. [LE to work through the final spreadsheet provided by Npower and collate the evidence prior to the next meeting.](#)
- • **Internal Audit and PAYE rules** – LE reported to the Councillors that she had attended a training course about audit rules. The external auditors for Parish Councils are placing increasing importance on the Internal Audit examination. The latest advice is that Internal auditors should be selected carefully, given a full briefing, an official letter of appointment and payment for their report should be considered. Councillors felt that this should be discussed further at a future meeting. LE also highlighted that PAYE rules have tightened and that all Parish Clerks must now be employed by Councils and be part of the National Insurance and PAYE tax systems. However, in small parishes like ours where the clerk earns less than the threshold values and where the Clerk has no other employment, an exemption can be obtained. [LE to prepare letter to HMRC to request an exemption from PAYE.](#)

ITEM 6: ANY OTHER BUSINESS or ITEMS FOR FUTURE AGENDAS

- • MW proposed that the Parish Council arranged another litter picking event, before the grass gets too long. There was a positive response from Parish Councillors. LE volunteered to provide refreshments for the litter pickers and suggested the we should apply to RDC for help with bags and grabbers eg The Big Tidy scheme. [LE to contact RDC about the Big Tidy up scheme and ALL to consider a plan and possible dates for a litter event](#)

Items for future agendas:

Updating finance and internal audit processes

Grass cutting specification and contract

Completing Resilience Scheme for the parish

ITEM 7: DATE OF NEXT MEETING

The annual Parish Council Meeting will be held on Monday 16th May 2011 at 7:30pm in the Village Hall, Sand Hutton.

Please note that minutes, agendas and other information can now be found on the Parish website:-

<http://www.claxton-sandhutton.org.uk>

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Questions to: Laura E J Edwards
Tidball

Chairman: Viv

Clerk to the Parish Council

Email:laura.edwards@claxtonandsandhuttonparishcouncil.org.uk

Freedom of Information Act 2000 Publication Scheme – please contact Clerk, or in her absence the Chairman, if you want to know any information about this Council and its workings.