

CLAXTON AND SAND HUTTON PARISH COUNCIL

MINUTES OF ANNUAL PARISH COUNCIL MEETING

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DATE OF MEETING: 10th May 2010
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COUNCILLORS PRESENT: Mrs V Tidball (Chair), Mr P Tidball, Mrs H Wood,
Mrs T Calpin, Dr C Hall, Mr. R Morritt

PARISH CLERK: Mrs Laura E J Edwards

APOLOGIES FOR ABSENCE: None
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CHAIRMANS INTRODUCTION:

VT welcomed the Councillors, District Councillor Keith Knaggs and the parishioners to the meeting.

ITEM 1: MINUTES OF LAST MEETING

The minutes of the Council meeting held on 29th March 2010 and had been circulated previously amongst the Councillors and published on the notice-boards. The Councillors accepted them as correct and they were duly signed by the Chairman.

NB Proposed actions are highlighted in Blue.

ITEM 2: PUBLIC FORUM

The Chairman invited parishioners to raise any issues not appearing later on the agenda.

Bill Heath raised a long standing concern about parking on the roadside and on pavements along Whinny Lane. He highlighted that it makes it very challenging for footpath users, particularly those with pushchairs or walking aids.

VT acknowledged the issue and suggested that the Parish Council could put out a notice requesting that people park sensibly in the villages including Whinny Lane, and should be aware of the amount of large agricultural vehicles using the local roads but recognise that there are always circumstances eg building work when some parking is necessary. LE to compose a notice about village parking for use on notice boards / email / website etc.

ITEM 3: ELECTION OF CHAIRMAN AND OTHER PERSONNEL ISSUES

The Chairman invited nominations for the post of Chairman of the Parish Council for the forthcoming year.

VivT was proposed as Chairman by HW, seconded by CH, and being willing, was elected unanimously.

The Chairman invited nominations for the post of Vice Chair of the Parish Council for the forthcoming year.

Caroline H was proposed as Vice-Chairman by PT, seconded by HW, and being willing, was elected unanimously

LE then asked if there were any other personnel changes from the Parish Councillors. Both Pete Tidball (Claxton) and Richard Morritt (Sand Hutton) expressed the wish to resign as Parish Councillors.

VT and **LE** expressed sincere thanks from the Parish Council to both Pete and Richard for all their support and hard work over recent years as Parish Councillors. **PT** stated that he had enjoyed being on the Parish Council but now wanted to focus his efforts on being Chairman of the Village Hall Committee. **RM** said he had mixed feelings about leaving the Parish Council but farming commitments were making it extremely difficult to dedicate time to Parish Council tasks. **RM** would be pleased to help in the future with any farming advice or practical matters that might need a tractor/quad bike!

On receipt of formal resignation letters, **LE** to contact Ryedale District Council to inform them of the Parish Councillor vacancies and start the 'Notice of Vacancy' procedure. **RM** then left the meeting.

ITEM 4: MATTERS ARISING FROM PREVIOUS MINUTES

LE introduced the discussion on the following outstanding matters:

NYCC HIGHWAYS ISSUES:

Drainage / 30mph zone and other Richard Marr issues – **LE** reported that following some 'encouragement' from County Councillor Clare Wood, Richard Marr had been in contact about the main outstanding Highways issues in our Parish.

The main points Richard made were:-

- The single track signs for Whinny Lane are at the depot and he expects to get them in situ this month.
- The temporary sign for children playing has not arrived yet but Richard will chase that up.
- Formal consultation on the movement of the 30mph limit is waiting for a new drawing to be produced and that should go out within the next few weeks.
- There should be some speed enforcement later this month from the police. (**LE** queried whether this was the speed matrix exercise?)
- The repair of local roads following the bad winter conditions has meant that 'normal' planned Highways projects such as the drainage channels have been put on hold. **LE** to continue to follow up actions with Richard Marr.

Road Safety Questionnaire results – Our 3 key priorities following the survey are finding a safe play area, a triangular warning sign for Greenhills and some road safety training for local children. The play area challenges have been debated in the Annual Parish meeting and the temporary warning sign delay was explained by Richard Marr (see above).

LE reported that Susan Gallagher, Road Safety & Travel Awareness Officer, had responded to our queries with a short report on the activities she carries out at Sand Hutton School. **LE** read out an extract from her response:-

"With regard to Sand Hutton Schools 53 pupils I am pleased to say that they take part in all the Road Safety activities that I offer for example, they have a Junior Road Safety Officer Scheme which involves two year five students delivering competitions set by county and taking road safety assemblies on their own or with help from myself. The JRSO's have a notice board in school which they use to help deliver the Road Safety Message to other students and teachers. The school takes part in the Cycle Awareness Programme this involves 10-12 hours cycling and theory sessions for years 5 and 6. The school is also booked in for Pedestrian Training in May. This involves years 3 and 4 pupils undertaking 1 theory session and two practical road side training sessions.

With regard to your idea about passing on the message to other children who do not attend Sand Hutton school, this might be a good project for the JRSO's to become involved in. I will suggest this to head and offer any help I can."

ALL agreed that this was very positive; especially the pedestrian training planned for May, and had also given the Parish Council a new contact point at NYCC for road safety queries.

Potholes and Road Surface problems – LE had been in contact with Neil Jefferson, Highways Inspector, and since the last PC meeting, there have been Highways teams out on the local roads, repairing potholes. The pothole repair machine has not been in use as Neil was not satisfied with the standard of the repairs.

The poor state of the road surface on the Stamford Bridge Road was discussed in the last PC meeting. LE had discussed this with Neil Jefferson and he was also aware of the problem. The contractors who repaired the road and applied the surface dressing are going to have to return and repeat their work but Neil did not have a timescale for those works. LE to remain in contact with Neil and monitor progress of repairs and then report back to the next meeting.

Restoration of village signs – LE reported to the meeting that the Parish Council had received a very generous offer of help from Gavin Fielding of Bossall who would be interested in trying to restore one of the old village signs. ALL agreed that this was a very good proposal but that the Parish Council needed to be sure of the Highways rules before proceeding. LE to confirm with Neil Jefferson whether the PC can arrange its own repairs and how to ensure there are temporary signs during the repairs.

OTHER VILLAGE ISSUES:

- **Community Police Officer and Ryedale Policing** – No significant issues to report.
- **Bus passes for Claxton children to attend Sand Hutton school** – LE explained to the meeting that various parents in Claxton had received letters from NYCC stating that the rights to a free bus pass for their children to attend Sand Hutton school were being reviewed. The walking routes to Sand Hutton school had been assessed and the bridal path and the 'Bossall triangle' were proposed as safe walking routes so a bus pass was not required. Various Councillors expressed dismay that these routes were considered safe, especially the route using the dangerous corner into Sand Hutton. LE said that various parents were defending the right for a bus pass through a NYCC appeals system, with mixed success. LE to continue to write letters of support from the Parish Council, if requested to do so by parents attending an appeal. HW suggested that the inter-village footpath would help with this problem. District Councillor Keith Knaggs highlighted that there were certain funds available for footpath development – but that it would require persistent campaigning to achieve results.
- **Bus stop bench** – LE reported that the £250 grant had been received so that the Council could now purchase a bench for Sand Hutton. LE asked for final agreement on the site for the bench and ALL agreed that the only feasible site in Sand Hutton was at the Claxton end of Main Street, where the pavement is wide enough to accommodate a bench. LE and VT to pursue purchasing the bench.

PARISH PLAN UPDATE

- **School playing field** – This topic had been debated at length during the Annual Parish Meeting (held immediately before this meeting) and was not considered further at this time.
- **Development of village website** – The website was launched on 1st April and a leaflet was distributed before the launch to inform parishioners of the site and the website address. The site had had positive feedback so far and improvements in uploading information are being made. HW is still hoping for more contributions from organised groups within the Parish

and other potential users of the site.

- **DEFRA planning proposal** – The car park and entrance planning application is still under consideration according to the Ryedale Planning website. District Councillor Keith Knaggs was not aware why there had been such a long decision making period (since June 2009) but will ask his contacts within Planning for any information. Keith did highlight that there is likely to be more intensive use of the FERA site with plans for a ‘biotechnology science park’ approach.

ITEM 5: FINANCIAL STATEMENT

LE delivered a brief overview of the finances. A copy of the accounts spreadsheet had been supplied to each Councillor.

Cash Position as at 6thth May 2010 (including cheques issued):-

Current Account	£2,281.03	
Deposit Account	£1,519.65	Includes Parish Plan funds of £536.95

- Invoices paid /receipts received since previous meeting:
 - Expense = £483.21 – Clerk Salary for Qtr 4
 - Expense = £82.04 – Admin expenses for Qtr 4
 - Expense = £54.03 – Web site expenses Year End
 - Expense = £120 – YLCA annual subscription for 2010/11
 - Expense = £122.33 – NYCC electricity charges – Sept 09 – March 10
 - Income = £250 – NYCC Area Committee Grant
 - Income = £1,975 – Ryedale District Council – 1st instalment of Precept
- **Financial Year end and Internal audit issues** – LE referred Parish Councillors to their year-end spreadsheet summary. LE highlighted that as predicted in the forecast, the year end expenses had exceeded total income for the year and so had used just over £1,000 of the reserves. Year end costs finished at £4,910, whilst income totalled £3,887, creating a £1,023 deficit in the year. LE reminded Councillors of key reasons for the deficit eg adjusting clerk salary to meet NALC guidelines and then moved on to the Budget for the coming year which although tight, has a balance of income and costs. LE explained to the meeting that the accounts needed to be examined by an Internal auditor before being signed off officially at the next meeting – which must be prior to 30th June to meet External audit regulations.

ITEM 6: GENERAL BUSINESS SECTION

RYEDALE DISTRICT COUNCIL PLANNING MATTERS:

LE reported on the following planning applications:

- Update on the planning application discussed at the last meeting –
 - Mrs T McNellis – Claxton Grange Cottages, Claxton – Application withdrawn.
 - Professor and Mrs Garner – Sand Hutton Walled Garden, Sand Hutton – Application withdrawn. District Councillor Keith Knaggs highlighted that although he had been away when this application was debated, he had reviewed the plans and responses. Keith praised the Clerk and the Parish Council for the balanced response to what was a complex application. He felt that the 2 really key issues were the access to the site (safety problems about turning right) and how to ensure the longevity of maintenance eg if the current owners left the area. He also mentioned that there are many walled

gardens in Ryedale – some are commercial, some are charity or community enterprises – this proposal was in-between.

- Notice to Fell Trees – Mr Bensalem, The Old Chapel, Main Street, Claxton – Removal of 1 spruce and 1 dead stump. No objections from Parish Councillors.
- Mr P Stott, 17 Main Street, Sand Hutton – Erection of two storey extension to the rear and side. No objections.
- Mr I Bensalem, The Old Chapel, Main Street, Claxton – Change of use, alteration and extension of former chapel to form a 2 bedroom dwelling with parking & amenity space. No objections – appears to be a carefully considered, detailed conversion which is sympathetic to the site and the historic building.
- Mr Rickleton, Warren House, Hall Drive, Sand Hutton – Erection of detached double garage (revised details to part of approval 08/00359/FUL). The plans were debated at the meeting but Councillors wanted more time to look at the plans so no decision was made. **CH and TC** to review the plans and then return their comments to **LE**.
- Malton development – District Councillor, Keith Knaggs explained to the meeting that there were ongoing discussions about the future development of Malton. Keith would continue to represent the views of smaller parishes like our own at these discussions, especially as he is now on the Regional Planning Committee.

RYEDALE DISTRICT COUNCIL CORRESPONDENCE:

- Parish Charter Consultation update – **LE** noted that there was an update in the White Rose publication about Parish Charters and a letter from Jonathan Spencer at NYCC. **LE** felt that he had a different interpretation to the reaction of attendees of the Ryedale Branch Meeting in Malton and had focused on some negative reaction to devolution of services.
- N Yorkshire Minerals and Waste Development Framework – first Consultation, responses due by 28th May

OTHER CORRESPONDENCE:

- YLCA – next Ryedale Branch meeting is Tuesday, 8th June in Malton. This will be the annual meeting. **HW and LE** agreed to attend the meeting and report back any issues.

ITEM 7: ANY OTHER BUSINESS

None

ITEM 8: DATE OF NEXT MEETING

District Councillor Keith Knaggs, requested to receive earlier notification of meeting dates for future PC meetings. **LE** to email meeting dates to District Councillor Keith Knaggs and County Councillor Clare Wood when they are agreed.

The next Parish Council Meeting will be held on Monday, 21st June 2010 at 7:30pm in the Village Hall, Sand Hutton.

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Questions to: Laura E J Edwards

Chairman: Viv Tidball

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