

## CLAXTON & SAND HUTTON PARISH COUNCIL

### MINUTES OF THE PARISH COUNCIL MEETING HELD IN THE VILLAGE HALL, SAND HUTTON ON MONDAY 13 AUGUST 2012 AT 7.30 P.M.

#### MEMBERS PRESENT:

Cllr Dr C Hall (CH)                      Cllr Mrs A Steele (AS)                      Cllr Mrs J Whiteley (JW)

#### IN ATTENDANCE:

Fiona Hill – Parish Clerk (FH)  
North Yorkshire County Councillor Clare Wood (CW)

#### MEMBERS OF PUBLIC PRESENT:

Seven, including Laura Edwards (LE)

#### 1: TO ACCEPT APOLOGIES FOR ABSENCE:

Parish Councillor Peter Stott (PS)  
Ryedale District Councillor Keith Knaggs (KK)

#### 2: TO RECORD DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA:

CH declared an interest in item 8.1

#### 3: TO CONFIRM THE MINUTES OF THE MEETING HELD ON MONDAY 16 JULY 2012:

These were unanimously accepted without amendment.

#### 4: TO DISCUSS MATTERS ARISING FROM PREVIOUS MINUTES:

- 4.1 Casual Vacancies – Claxton x1, Sand Hutton x1  
Parish Councillors continued to ask around to try and find interested parties.
- 4.2 Footpaths through woodland  
CH advised that the Woodland Society would be happy to answer any questions raised by the Parish Council and they would be attending the “Wild About Wood” Event at Castle Howard. The Parish Council are concerned about the fence erected in the layby, beyond the boundary, on the road from Sand Hutton to Gate Helmsley. FH would write to Highways to ask them to look at it.

#### 5: TO RECEIVE ANY MATTERS RAISED BY MEMBERS OF PUBLIC:

- Parishioners reported that the notice boards were untidy. Cllrs agreed to keep an eye on them and tidy as necessary..
- Potholes were reported on Stamford Bridge Road on the left opposite Bill Miers Field and along Whinny Lane. FH would report these to Richard Marr, NYCC.
- Parishioners commented on the parish grass cutting at the side of Kirk Balk, in particular the lack for strimming around the road sign fronting Main Street and near to adjoining hedge line. JW would speak to the contractor.
- Parishioners reported debris left after the floods along Whinny Lane and through the village. FH would contact RDC and request road sweeping.

**6. TO DISCUSS, IF NECESSARY, LONG-STANDING MATTERS:**

- 6.1 Saturday Social, 11Aug12, 1030-1230  
The Parish Council was delighted how the event had gone. They noted the results of the questionnaires and the Button Jar responses.
- 6.2 Parish Plan  
NTR – funding ring-fenced in accounts
- 6.3 Village Website/Newsletter  
The Parish Council noted the content of an update received from Andrew Fawcett.
- 6.4 High Speed Broadband  
The Parish Council noted the content of an update received from Andrew Fawcett.
- 6.5 Village Assets/Furniture
  - 6.5.1 Street Lights  
FH had contacted NYCC and a health check should be done within three months of 16 July 2012.
  - 6.5.2 Benches  
JW reported “Work In Progress”
- 6.6 Village Grass Cutting  
This was discussed in the “Public Session”
- 6.7 Highway Issues
  - 6.7.1 Village Hall Signs  
NTR
  - 6.7.2 Farm Traffic  
NTR
  - 6.7.3 Speeding  
This would be covered by CW (Item 7.1)
  - 6.7.4 Flooding  
PS/LE continued to investigate drainage system and liaise with Yorkshire Water. CW would forward contact details for NYCC Drainage Department.

**7. TO DISCUSS, IF NECESSARY, MATTERS RAISED WITH/BY:**

- 7.1 North Yorkshire County Council (NYCC)  
CW spoke about speeding in general and specifically about a new scheme which NYCC is hoping to launch in September 2012 which would offer Vehicle Activated Signs for speeding. These would be leased on a temporary basis. The cost will probably be high, so clustering by Parish Councils would be possible. More details would be circulated when costs were available.
- 7.2 Ryedale District Council (RDC)  
NTR
- 7.3 Yorkshire Local Councils Association (YLCA)  
The Parish Council noted emails received regarding:
  - (i) Register of Interests and Websites (31Jul12)
  - (ii) Pecuniary Interests and Declarations at Meetings (03Aug12)
- 7.4 North Yorkshire Police (NYP)  
NTR
- 7.5 Parish Liaison Meetings  
NTR

- 8: TO REPORT AND MAKE RELEVANT RECOMMENDATIONS ON NEW PLANNING APPLICATIONS:**
- 8.1 12/00576/FUL Land at Warren House, Hall Drive, Sand Hutton  
Although they did not have a quorum when discussing this item (See Item 2), the Parish Council discussed the application and FH was asked to reply to RDC as follows: “The Parish Council is concerned about background noise and would ask that insulation against noise pollution is installed”.
- 8.2 12/00656/HOUSE Chestnut Farm, Main Street, Sand Hutton  
The Parish Council discussed the application and FH was asked to reply to RDC as follows: “The Parish Council has no objections”.
- 8.3 12/00676/CAT 25 Sand Hutton  
The Parish Council discussed the application and FH was asked to reply to RDC as follows: “The Parish Council has no objections”.
- 9: TO REPORT PLANNING DECISIONS BY RYEDALE DISTRICT COUNCIL:**  
None
- 10: TO REPORT ANY NEW CORRESPONDENCE RECEIVED BY THE COUNCIL:**
- Mr and Mrs Heath had emailed on behalf of the De-Fib Appeal requesting financial support from the Parish Council. This would be deferred until the next meeting, so it could be displayed on the agenda.
- 11: TO REPORT MATTERS RAISED BY MEMBERS:**
- AS reported what the grassed areas were on the A64 as detailed in the York Press
  - The Parish Council requested that draft Minutes appear on the notice board and website a.s.a.p. after each meeting. The Parish Clerk advised that draft Minutes were the property of the parish Clerk until approved when ownership transferred to the Parish Council. However, the Parish Clerk was prepared to trial a procedure where draft Minutes, once approved by all Parish Councillors present at the meeting, would be forwarded water marked draft, in pdf format to the webteam. Due to the Parish Clerks initial reluctance the Parish Council agreed to review this regularly.
- 12: TO DISCUSS MATTERS RAISED BY PARISH CLERK/RESPONSIBLE FINANCIAL OFFICER:**
- 12.1 Bookkeeping records for year ending 31Mar13 to date  
FH circulated copies around Parish Councillors.
- 12.2 To conduct Internal Control Check(s)  
FH had forgotten to bring the cashbook, which would be brought to the next meeting. The Parish Council conducted the Bank Controls as listed.
- 12.3 To report matters raised with/by Yorkshire Local Councils Association  
NTR
- 12.4 Welcome Pack  
FH reported this as W.I.P. and would get on with it now the hand-over was well under way.
- 12.5 Quality Parish Council Scheme  
FH reported this as W.I.P. and would get on with it now the hand-over was well under way.
- 12.6 Statutory/recommended documents

FH reported this as W.I.P. and would get on with it now the hand-over was well under way.

12.7 Archiving/Filing

The next Village Hall Committee meeting would be on Monday 20 August 2012, when a decision would be made.

12.8 De-fib Fund

The Parish Clerk was given some cheques to be paid into the bank account.

12.9 To approve the following payments:

|                     |        |         |
|---------------------|--------|---------|
| 12.9.1 Parish Clerk | Salary | £130.10 |
|---------------------|--------|---------|

**13: TO CONFIRM THE DATES OF THE FUTURE MEETINGS ON MONDAYS AT 7.30 P.M. IN THE VILLAGE HALL, SAND HUTTON AS:**

17 September 2012

15 October 2012

19 November 2012

17 December 2012

DRAFT