

CLAXTON & SAND HUTTON PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD IN THE VILLAGE HALL, SAND HUTTON ON MONDAY 17 SEPTEMBER 2012 AT 7.30 P.M.

MEMBERS PRESENT:

Cllr Mrs A Steele (AS) Cllr P Stott (PS) Cllr Mrs J Whiteley (JW)

IN ATTENDANCE:

Fiona Hill – Parish Clerk (FH)

MEMBERS OF PUBLIC PRESENT:

Seven, including Laura Edwards (LE)

1: TO ACCEPT APOLOGIES FOR ABSENCE:

Parish Councillor Dr C Hall (CH)
Ryedale District Councillor Keith Knaggs (KK)

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

None

3: TO CONFIRM THE MINUTES OF THE MEETING HELD ON MONDAY 13 AUGUST 2012:

These were unanimously accepted without amendment.

4: TO DISCUSS MATTERS ARISING FROM PREVIOUS MINUTES:

4.1 Casual Vacancies – Claxton x1, Sand Hutton x1

The Parish Council were delighted to announce that present in the public gallery were two people who were willing to accept nominations to be co-opted as members of the Parish Council:

Laura Edwards – Claxton

Roger Smith – Sand Hutton

FH would write to RDC to inform them that the vacancies were filled

4.2 Footpaths through woodland

FH had contacted Richard Marr, NYCC who was looking into the high fencing on the Gate Helmsly Road.

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

- Debris along Whinny Lane, which is blocking the drains. The Parish Council asked FH to report this to Richard Marr, NYCC.
- As a result of the recent accident on A64 traffic was diverted in both directions along Whinny Lane, which is too narrow to cope, so the Parish Council asked FH to contact the Roads Policing Group to request an alternative.
- A parishioner reported that during recent heavy rainfall, there had been flooding on Whinny Lane and the triangular sewer drain covers had lifted. PS and LE to note for their flooding investigations.
- It was raised that two of triangular flood signs had been removed from Claxton. This had been noted by Cllrs and will be discussed with Highways Inspectors.

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

- 6.1 Saturday Social
The Parish Council agreed that the money collected from refreshments to date could be used to purchase a two cafetieres.
- 6.2 Parish Plan
NTR
- 6.3 Village Website/Newsletter
LE and RS to provide a short summary for the Parish Council section of the website.
- 6.4 High Speed Broadband
NTR
- 6.5 Village Assets/Furniture
- 6.5.1 Street Lights
Awaiting NYCC Health Check which should be done within three months of 16 July 2012.
- 6.5.2 Benches
Cllrs were happy with the proposal to protect bench using Dulux Weathershield in brown.
- 6.6 Village Grass Cutting
JW had spoken to the Rycrofts and was happy to report that the work had improved.
- 6.7 Highway Issues
- 6.7.1 Village Hall Signs
PS would chase this up.
- 6.7.2 Farm Traffic
NTR, this could now be removed.
- 6.7.3 Speeding
The Parish Council asked FH to contact CW about the hire charges for speed matrix signs.
- 6.7.4 Flooding
LE gave a presentation on the up to date situation with the various cases in the parish. A written report was circulated. This topic was discussed at length. The Parish Council agreed to the actions as follows:
- i) PS/LE would take a cohesive look at the village flooding issues and write to Yorkshire Water. Copies would be sent to KK and CW
 - ii) LE would contact Highways to chase up assistance with clearing surface water
 - iii) PS would continue to investigate the land drainage
 - iv) LE to continue to chase YW re pipe repairs near 1 Whinny Lane, Claxton
- PS brought to the meeting a village sign, which was in a bad state of repair. FH suggested contacting RDC about the Small Schemes Fund, so the Parish Council asked her to go ahead.

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

- 7.1 North Yorkshire County Council (NYCC)
NTR

- 7.2 Ryedale District Council (RDC)
NTR
- 7.3 North Yorkshire Police (NYP)
NTR
- 7.4 Parish Liaison Meetings
NTR

8: TO REPORT AND MAKE RELEVANT RECOMMENDATIONS ON NEW PLANNING APPLICATIONS:

8.1 12/00778/HOUSE Little Gables, Upper Helmsley Road, Sand Hutton
The Parish Council discussed this application and unanimously agreed that FH should write to RDC advising “no objection/comments”

8.2 12/00796/FUL Pasture Farm, Sand Hutton

The Parish Council discussed this application at length and unanimously agreed that FH should send a response as follows:

The Parish Council has no objection to the application, but has concerns as follows:

- i) Increased traffic along the quiet lane from the War Memorial to Pasture Farm, which is enjoyed by walkers and horse riders.
- ii) Light pollution, which could be reduced by the use of shaded PRI lighting, does not appear to have been sufficiently addressed.
- (iii) Suitability – the Parish Council still considers it a little odd that there was strong evidence for the need for more holiday cottages, when Claxton Grange Holiday Cottages appear to suggest the opposite is true?!
- (vii) As much green screening using native species should be used for whole site, not only on the Main road.

- The Parish Council had also received planning application 12/00869/CAT and this notice expired on 15 October 2012, so they viewed the application and agreed that they had no comments.
- The Parish Council noted receipt of the Officers Report for 12/00576/FUL

9: TO REPORT PLANNING DECISIONS BY RYEDALE DISTRICT COUNCIL:

9.1 12/00600/FUL -The Lodge, 6 Upper Helmsley Road – Approval

9.2 12/00656/HOUSE – Chestnut Farm, Main Street, Sand Hutton - Approval

10: TO REPORT ANY NEW CORRESPONDENCE RECEIVED BY THE COUNCIL:

10.1 De-Fib Appeal – Grant Funding Request

A grant of £3000.00 was unanimously agreed, proposed: AS, seconded: PS

The Parish Council agreed that this donation does not set a precedent for other funding requests – this project was supported as it provides valuable equipment for our villages.

- The Parish Council noted receipt of the following:
Ryedale Citizens Advise Bureau – Appeal for funding via YLCA
Ryedale E-News launch
MK Webster (Archaeologist) – Required details of Local Heritage Group

11: TO REPORT MATTERS RAISED BY MEMBERS:

- The Parish Council discussed and agreed to purchase a tree to be planted in Autumn by the War Memorial. It would be native, with berries. An maximum amount of £75.00 and a sub-committee was agreed to deal with this – LE, AS, JW and Mrs Heath.
- The Parish Council agreed that LE, FH and AS would work together to keep the website up to date.
- The Parish Council asked LE to speak to Mrs Wardell, Head Teacher of Sand Hutton Primary School about the road markings outside school being repainted.

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)
The Parish Council viewed the Cash Book and the Employers Reference, which were found to be in order.

12.3 External Audit for year ended 31 March 2012
This had been received back and it was “clean”

12.4 To report matters raised with/by Yorkshire Local Councils Association
NTR

12.5 Welcome Pack
AS/FH advised the Parish Council that this matter was “work in progress”

12.6 Quality Parish Council Scheme
FH presented the Parish Council with an Action Plan as follows:

September-October	Electoral Mandate
October-November	Qualifications of the clerk
November-December	Council Meetings
December-January	Accounts & Annual Return
January-February	Code of Conduct & Terms and Conditions
February-March	Community and Community Engagement
March-April	Training
April-May	Promoting Local Democracy and Citizenship

12.7 Statutory/recommended documents
FH presented the Parish Council with an Action Plan as follows:

September-October	Standing Order
October-November	Financial Regulations
November-December	Complaints Procedure
December-January	Grant Awarding Policy
January-February	Asset Register
February-March	Risk Management
March-April	Training Statement of Intent
April-May	Freedom Of Information Publication Scheme

12.8 Archiving/Filing
The Village Hall Committee would next meet in October 2012 and the request to place a filing cabinet in the village hall would be discussed.

12.9 De-fib Fund
The amount of £1745.00 is currently ring-fenced for this fund.

12.10 To approve the following payments:

12.10.1	Parish Clerk	Salary	£130.10	100155
12.10.2	Mazars	External Audit	£144.00	100156

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

14 January 2013

08 April 2013

08 July 2013

14 October 2013

19 November 2012

11 February 2013

13 May 2013

12 August 2013

11 November 2013

17 December 2012

11 March 2013

10 June 2013

09 September 2013

09 December 2013

DRAFT