

## **CLAXTON & SAND HUTTON PARISH COUNCIL**

### **MINUTES OF THE PARISH COUNCIL MEETING HELD IN THE VILLAGE HALL, SAND HUTTON ON MONDAY 19 NOVEMBER 2012 AT 7.30 P.M.**

#### **MEMBERS PRESENT:**

Cllr Mrs L Edwards (LE) Cllr Dr C Hall (CH) Cllr Mrs A Steele (AS)  
Cllr P Stott (PS) Cllr Mrs J Whiteley (JW)

#### **IN ATTENDANCE:**

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

#### **MEMBERS OF PUBLIC PRESENT:**

Two

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

Parish Councillor R Smith (RS)  
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 15 OCTOBER 2012:**

These were unanimously accepted without amendment.

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

##### **4.1 Footpaths through woodland**

The Parish Clerk had received an email from Richard Marr, NYCC as follows – “Whilst we hold no definite plans of our highway boundaries, this fence is thought to lie along the line we think is the boundary of the public highway. Provided it is considered safe, we would take no further action”. Therefore, although the Parish Council felt the fence was unsightly, it was agreed no further action could be taken, so this matter would be removed from the agenda.

##### **4.2 Jubilee Tree**

LE advised that this was planted today with assistance from Carl Fawcett. JW would advise his contact details, so a letter of thanks could be sent to him.

##### **4.3 Diversions along Whinny Lane**

The Parish Clerk had received an email from Richard Marr, NYCC as follows – “We did put a sign up here advising of the single track nature of this road following an earlier request from the PC. Having said that, the problems encountered on Whinny Lane are not uncommon with a lot of other roads off the A64. From a County perspective, unfortunately, there is little I can do”. P.C.S.O. Nikki Pounder, NYP had telephone the FH saying a similar thing. RS would take this up.

#### 4.4 Road Markings outside the school

The Parish Clerk had received an email from Richard Marr, NYCC as follows – “I will ask Neil (Jefferson) to have a look and raise an order if he deems fit. Hard to predict when it will happen as we cannot lay lines in the wet”. FH would contact Area 4 to check if an Official Order had been recently advertised.

- Traffic Speed Matrix

The Parish Clerk had received an email from Richard Marr, NYCC as follows –

“These issues are very close to a conclusion and County Hall should be sending out details soon”.

- Solid Lines on bend out of Sand Hutton towards Claxton

The Parish Clerk had received an email from Richard Marr, NYCC as follows –

“I doubt these will have any effect on the issue you describe. I do not know the actual speed, but you can cross a solid white line to pass something that is travelling below a certain speed. I will ask someone to have a look at the location to see if there is anything that can be done”. The Parish Council will monitor this.

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

The location of the “dog poo” bin and the badminton equipment on the “Village Green” were discussed at length and the Parish Council decided no action was necessary.

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

##### 6.1 Saturday Social – Sat08Dec12

LE, CH and AS reported that plans were well in hand.

##### 6.2 Parish Plan

LE reported that the printing of the Heritage Trail leaflet was in hand.

##### 6.3 Village Website/Newsletter/Welcome Pack

Website/Newsletter – NTR

Welcome Pack – AS had made some additions to the draft, which was now with FH for further work.

##### 6.4 High Speed Broadband

NTR.

##### 6.5 Village Assets/Furniture

###### 6.5.1 Street Lights

FH advised that the report from “health check”, was still outstanding.

###### 6.5.2 Benches

JW reported that the bench was in situ and a vote of thanks was given for Ken Whiteley.

##### 6.6 Flooding

LE gave an update on the various:

- The drain along Main Street, Claxton continued to be a concern
- The leaking pothole at Sand Hutton was now the responsibility of NYCC and work should be done within 2 weeks
- LE, PS and JW walked the land leased by the Thompsons beside Whinny Lane. The drains were very clogged with tree roots and sludge, which would be cleared. There were further investigations required into the drain running across the Cousins and Fawcetts garden.

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

### **7.1 North Yorkshire County Council (NYCC)**

Cllr Clare Wood gave a brief report on the current issues. She promised to chase up Mark Young, NYCC to contact LE regarding flooding. She advised that the speed matrix costings were currently with the Directorate.

### **7.2 Ryedale District Council (RDC)**

NTR

### **7.3 North Yorkshire Police (NYP)**

PCSO Nikki Pounder would attend the next meeting to discuss Neighbourhood Watch.

### **7.4 Parish Liaison Meetings**

LE and PS had attended the meeting on 17 October 2012 and the main issues were – Winter Road Maintenance, Closed Grave Yards and the Local Plan Sites Document.

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

None

## **9: TO REPORT PLANNING DECISIONS BY RYEDALE DISTRICT COUNCIL:**

9.1 12/00576/FUL Warren House, Hall Drive, Sand Hutton Approval

9.2 12/00778/HOUSE Little Gables, Upper Helmsley Road, Sand Hutton Approval

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

The Parish Council noted receipt of the following:

- The Playing Field
- Snainton Fire Station Notice of Closure Intention
- HMRC – Real Time Information

In addition, a parishioner had emailed the Parish Council about building works which had commenced at a neighbouring property and the Parish Clerk was asked to respond as follows: “The Parish Council did discuss the extension and your concerns at the last meeting. The Parish Clerk confirmed that no planning application had been sent from RDC or appeared on the RDC website. Parish Councillors believed the single storey extension was likely to be 'permitted development' but without expert advice / measurement from RDC, the Parish Council could not know that definitely. The correct course of action seemed to be that neighbours with concerns should contact RDC Planning Department - which we understand you have done”.

## **11: TO REPORT MATTERS RAISED BY MEMBERS:**

- A recent firework display, not on 05Nov12, had been very noisy, causing distress to animals located nearby. The Parish Council would put a notice on the website asking people to inform neighbours of an intended firework display.
- It was unanimously agreed that £25.00 would be included in the annual budget to cover the cost of a wreath to be placed on the war memorial. It was also unanimously agreed to pay £25.00 for a wreath, which Cllr Stott had purchased for this year.

**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 conducted the Bank Controls and found records to be in order.

12.3 Precept 2013/2014

FH advised that RDC had written to advise the application deadline was 07 January 2013. The PC agreed to deal with the budget at the December 2012 meeting.

12.3 To report matters raised with/by Yorkshire Local Councils Association

FH advised that she had attended an Employment Course on Mon12Nov12 and she would give a report at the next meeting. The total cost was £35.00 and the PC agreed to pay £8.75.

12.4 Quality Parish Council Scheme

FH reported as follows:

The Parish Council meet monthly, notices are publically displayed at least three clear days before each meeting and the meetings were open to the public. Therefore, the requirements of this section are fulfilled.

Portfolio still to research: Communications, Annual Reports, Accounts (Annual Return), Code of Conduct, Promoting Local Democracy and Citizenship,

Terms and Conditions, Training.

12.5 Statutory/recommended documents

FH reported as follows:

Standing Orders – LE and AS would proof-read this document and advise FH of any amendments to make, then a revised draft would be circulated around the Parish Councillors.

Documents still to research - Financial Regulations, Complaints Procedure, Grant Awarding Policy, Asset Register, Risk Management, Training Statement of Intent, Freedom Of Information Publication Scheme

12.6 Archiving/Filing

CH advised that the Village Hall Committee had agreed that the Parish Council could keep a filing cabinet in the shed

12.7 De-fib Fund

The amount of £3000.00 is currently ring-fenced for this fund.

12.8 To approve the following payments:

12.10.1 Parish Clerk Salary £130.10

12.10.2 Mrs J Whiteley Tree £40.50

12.10.3 Mr P Stott Wreath £25.00

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

17 December 2012

14 January 2013

08 April 2013

08 July 2013

14 October 2013

11 February 2013

13 May 2013

12 August 2013

11 November 2013

11 March 2013

10 June 2013

09 September 2013

09 December 2013