

ROECLIFFE AND WESTWICK PARISH COUNCIL

Minutes of Roecliffe and Westwick Parish Council Meeting held on Monday 13th January 2020 in Roecliffe School Hall at 7.00pm

Attendees: Cllr J Bolland, Cllr J Newberry, Cllr J Reeve, Cllr J Tulip, District Cllr N Brown, the Parish Clerk and one member of the public.

1. Apologies for absence

Cllr N Baird, Cllr S Varley and County Cllr R Windass

2. Declaration of Interest in items on the Agenda

None received.

3. Minutes of meeting held on 25th November 2019 were a true and correct record

These were approved and signed by the Chairman.

4. To receive the District Councillor's Report

District Councillor Nick Brown attended the meeting and reported the following:

- There is an increase of 1.99% is for HBC Council Tax overall. HBC being in the Civic Centre is saving money, but he personally thinks it could make even more savings as he is in favour of even smaller National and Local Government.
- It was claimed the UCI Event cost HBC £300k but we are waiting, in the Overview and Scrutiny Commission, for the actual accurate figures, which he is personally pushing for. Cllr Brown also said that he would pursue this and wouldn't let the matter go into the "Long Grass"! We are waiting for a number of reports about it.
- Crime, there is a big increase locally, mainly in the Langthorpe area and he will be taking that up with the Chief Constable who is attending the Boroughbridge Safer Neighbourhood Group meeting on February 20th.
- Advises reapplying for an ACV on The Crown Inn and mentioned The Black Lion, Skelton has also closed.

5. To receive the Clerk's Report

The Clerk updated the meeting as follows:

- She has gained her Certificate of Achievement for completing the course CPD ILCA Evaluation and Certificate 2018.
- Environmental Agency reported that work was due to start on 13th January 2020 to remove screens and put permanent fencing in place at the site of the flood works on Bar Lane

6. Financial Report

6.1 To appoint auditors for 2019 - 2020.

Signed..... Date.....

It was agreed to join other local parish councils including Brafferton and Kirby Hill in an audit group which worked successfully in 2019.

- 6.2 To approve the Income and Expenditure for the period 16/11/19 – 13/1/20 and Bank Reconciliation.

This was approved and is attached as Appendix A

- 6.3 To following accounts were approved for payment.

6.3.1 Clerk's Overtime 3 hrs + travel.

7. To review and receive an update on the following Planning Application

7.1 Planning Application: 19/05185/PROWNY Upgrading of existing public footpath to a public Bridleway.

Harrogate Borough Council made a decision to pass this planning application with no objections on 6th January 2020 before the Parish Council or residents were able to respond.

8. To give approval to the Neighbourhood Development Plan before it is sent to Harrogate Borough Council for Revision 16

Approval was given. Cllr Bolland made the following vote of thanks:

"On behalf of the Parish Council, I would like to thank all those who have worked on the Roecliffe & Westwick Neighbourhood Plan Steering Group, over the past five and a half years. Several people have dipped in and out but all have contributed to the whole. First many thanks to our Chairman, Dave Siswick, who has led the Group for the majority of the time, with all meetings at his home; so thanks to Janet for the tea/coffee and cakes. We have been well served by our Consultant David Gluck, who has worked with us for just over two years and really helped keep us on track, and done a lot of the tricky work. Four Cllrs, John Newberry, Joyce Reeve, Stuart Varley and Jim Bolland; two Clerks to the PC, Keith Pettitt and Vicki Forbes have helped, Vicki in particular with her IT knowledge. Others who helped were Richard Booth, key to the work on the initial draft of the plan, Scott Green, Paul Say with his Monkey Survey, Jo Mitchell, Ade Webster, the school headmistress, John Davison and Andrew Baldwin, representing the Businesses in Roecliffe. A particular thanks must be made to Reed Boardall, who through Andrew did all the printing of the Draft Neighbourhood Plan, and other important documents over the five year period!"

9. To receive an update on Tree Maintenance and Grass Cutting and discuss Branch removal on unmade road off Bar Lane nr Cobbler's House.

Cllr Varley updated the meeting via email as follows:

All the work to the trees on the village green will be carried out on February the 4th weather permitting.

As per Cllr Bolland's request for me to contact Allan Gilliard re a report of our meeting about the trees on the village green, after several weeks of ringing Harrogate Borough Council and leaving numerous voicemail messages he finally got back to me on the 7th of January. When I asked him about a report regarding our meeting on the 22nd of October regarding the trees he replied that it was an informal meeting and he had attended at Roecliffe and Westwick Parish Council's invitation so he thought it did not warrant a report from him.

Signed..... Date.....

Regarding the large beech tree with numerous telephone cables passing through the branches Allan said Harrogate Council had the same problem he pointed out that the advice from BT was to engage a tree surgeon to prune the branches adjacent to the cables, as a last resort BT will at the request of individual house owners shroud the cables as a precaution but this must be done on a request by each line user

10. To discuss adopting the NALC LTN22 template policies for grievance and disciplinary policies

It was agreed to adopt the above policies.

11. To discuss cleaning the pond on Roecliffe Common before Spring 2020.

JC Trees quoted 2 years ago to undertake this work but it was put on hold due to funds being required for urgent tree repairs and also not being the correct time of year. It was agreed to contact JC Trees again to consider undertaking this work as soon as possible and before pond life begins in the spring.

Action: The Clerk

12. To discuss the placement of advertising signs on the Village Green

A Councillor raised the issue of portable display advertising boards being placed on the Village Green from contractors working in the village. It was agreed that signs should only be displayed outside the residence where the contractors were employed. Cllr Boland agreed to speak to the current contractors in the village about removing their sign.

Action: Cllr Boland

13. To discuss the pot holes on Back Lane and repairing pathway across the Village Green close to Chapel Cottage.

There is a pot hole on Back Lane which although temporarily filled, needs a permanent solution and the state of Back Lane was also discussed. It was agreed to report both matters to Tim Simpson at Highways for his consideration.

Action: Cllr Boland

14. To discuss the need for a dog foul bin.

The Council discussed the need for a dog foul bin in addition to the general waste bins in Roecliffe which are currently used for dog foul. Cllr Newberry mentioned that when the bin was full with dog foul, he had reported it to Environmental Health and the bin was duly emptied within 24 hours. It was decided to continue with general waste bins and monitor the situation.

Action: Councillors

15. To discuss upgrading to Openreach Fast Fibre Internet Connection.

A resident brought the PC attention to BT bringing Fast Fibre Internet Connection into the village if they were given a list of prospective users. Currently the Business Park and Roecliffe School have their own arrangement. There are fibre nodes in various locations throughout the village. It was decided that Cllr Boland would canvas the village for interest and Cllr Newberry would speak to BT about their future plans in the village.

Action: Cllr Boland, Cllr Newberry

16. To receive an update on Community Infrastructure Levy

Signed..... Date.....

CIL is currently in consultation with HBC until 31st January. S106 will still exist and run as well as CIL. Harrogate are currently rewriting the number of houses required

17. To review progress on the development of a sign board for the Bar Lane Ind. Park.

Cllr Baird updated the meeting with the following email:

Advertising boards for Brickyard Road and Claypit Lane.

"I have been to virtually all of the businesses along these two roads and have floated the idea of the above to them. The response was almost uniformly positive and I now have a series of e-mail addresses to which I will send a general note requesting a formal response. I suggest that when these responses are received (and are positive too!) we then arrange for a couple of quotes for such boards and circulate the businesses with the quotes. Hopefully the idea might then become reality! I have indicated that, ultimately, they will have to pay but that I/we will do the initial legwork."

Action: Cllr Baird

18. To receive an update about making The Crown Inn an Asset of Community Value.

The initial application for the above has been refused.

19. To receive an update on the Parish Website.

The clerk is waiting for advice from YLCA over the Website Accessibility Legislation.

Action: The Clerk

20. To review Correspondence.

There is a YLCA training day In Harrogate for Councils with a gross income under £25,000 on January 24th. Cllr Boland and The Clerk to attend.

21. To set dates for Parish Council Meetings in 2020

The following dates were set:

Monday 6th April Parish Assembly
Monday 4th May PC Meeting
Monday 28th September PC Meeting
Monday 23rd November PC Meeting

The meeting closed at 8.30pm

Signed..... Date.....

Appendix A

Income & Expenditure & Bank Reconciliation for Period 26/11/19 – 14/12/19

	Date Banked	Number	Income	Expenditure	Total
Opening Balance per Community Account					£7164.08
Opening Balance per Business Manager Account					£1252.20
Interest	6/12/20		0.62		0.62
Total					£0.62
Farm & Land (grass cutting)	18/11/19	100687		170.40	170.40
Clerks Sal (Nov)	25/11/19	100688		149.83	
Stationary	25/11/19	100688		6.95	
SLCC Training Book	25/11/19	100688		24.80	181.58
Yorks Accts (payroll)	25/11/19	100689		36.00	36.00
Total					£387.98
Closing Balance per Community Account					£6776.10
Closing Balance per Business Manager Account					£1252.82
Total Funds					£8028.92

Note: Cheques to be signed at meeting:

Clerks Sal (Dec) + Website overtime (8 hours)	149.83 + 73.76 =	£223.59
Create (Website hosing + support 1 year)		£69.84

Total Funds in the Community account after cheques signing:
£6776.10 – £293.43 = £6482.67

Signed..... Date.....