

ROECLIFFE AND WESTWICK PARISH COUNCIL

Minutes of Roecliffe and Westwick Parish Council Meeting held on Thursday 29th September 2016 in Roecliffe School Hall at 7.00pm

1 Members Present

Cllr J Bolland (Chair), Cllr D Siswick, Cllr D Bishop, Cllr J Newberry, Cllr J Reeve, Cllr S Green, Cllr S Varley and four members of the public.

2 To receive apologies for absence

There were none.

3 Declarations of interest

There were none stated.

4 The minutes of the previous meeting held on Monday 12th May 2016

These were accepted as a true correct record and were signed by the Chairman: Proposer Cllr Green, seconded Cllr Reeve.

5 District and County Councillors' Reports

Due to the absence of both District and County Councillors, there were no reports.

6 Clerk's Report

This is included in Appendix A

7 Correspondence

The following items were dealt with:

- The Clerk reported that the External Auditors Report had been received and had been displayed on the village noticeboard. The accounts for 2015/16 had been signed off.
- Cllr Green had attended the Civic Service at Ripon Cathedral on 25th September. He commended the choice of venue and complimented both the sermon and the singing.
- Details on the RAY AGM had been received: The Clerk was to provide them to Cllr Bolland.

Action: The Clerk

- A letter had been received regarding the presence of giant hogweed around Cherry Island Wood, affecting the Roecliffe Ramble. Cllr Newberry reported that the path in places had been substantially narrowed, owing to landowners ploughing right up to the edge of the path. Cllr Bolland reported that he had been in touch with NYCC and had been informed by Mike Gurney that the hogweed would be sprayed. In addition, the landowner who owns the Roecliffe end of Cherry Island Wood had also agreed to spray the hogweed. It was also reported that NYCC had repaired a stile on the route of the ramble.
- It was agreed that Cllrs Newberry and Siswick would attend the Joint Parish Consultation on 24th October. Cllr Green would frame a question regarding the non-payment of a parish precept by Harrogate residents which he would send to the Clerk for submission to the consultation.

Action: Cllr Green / The Clerk

- Cllr Bolland reported that he had received an email regarding the amount of litter and rubbish that had accumulated on Bar Lane, which seemed to have emanated from Paynes Dairies. He had been in contact with Charlie

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

Payne, who had organised clearing up of the rubbish and had committed to making this a weekly task, including cutting the grass. However, Cllr Siswick felt that the clean-up had been of a superficial nature at best and the problem still remained. Cllr Bishop pointed out that there were additional problems with bottles of urine being abandoned outside Reed Boardall and rubbish being blown off the top of skips from the industrial estate. The Reed Boardall issue should be taken up with Andrew Baldwin. As regards the second issue, Cllr Bishop agreed to identify the company that was causing this problem in order for a letter to be sent pointing out the issue, copied to HBC's Environmental Services department.

Action: Cllr Bishop

8 Planning

Cllr Siswick reported on the status of following planning applications

- Waingates Farm: Siting of 6 Shepherds Huts with associated landscaping: Permitted.

Cllr Siswick noted that HBC had included the Parish Council's recommendations that no Shepherds Hut be on a fixed base; they only be used as holiday lets and that there would be no more additions those huts that had been permitted.

- Land North of Holmside Farm: erection of 2 double garages: Permitted

9 Finance

The Clerk had prepared an income and expenditure summary, which is shown in Appendix B and had been circulated prior to the meeting. It was proposed by Cllr Green and seconded by Cllr Bishop that this be approved by the Parish Council.

10 Clerk's Contract and Job Description

These documents had been circulated prior to the meeting: they were unanimously approved and were signed by both Cllr Bolland and The Clerk

11 Use of Roecliffe School Premises by Residents Outside School Hours

Cllr Siswick reported that he had met with Kerry Dalton on 4th July. Kerry had confirmed to him that she was keen for the school to be used more frequently out of school hours and it was in her gift, as headmistress, to agree which groups could use the school premises. Interested parties could liaise with her. The next Neighbourhood Plan meeting would take place at the school on 8th October at 10:00. Cllr Bishop would check with Kerry on whether there were any restrictions on the use of the oven in the main kitchen.

Action: Cllr Bishop

12 Parking in the School Lay-by by Residents

A discussion on a variety of issues including parking on the grass by parents of school children took place. It was agreed that an informal meeting should take place between the Friends of Roecliffe School and representatives of the Parish Council to seek a way forward and to facilitate closer co-operation between all parties. It was agreed that Cllr Bolland should approach Rachel Say to set the wheels in motion.

Action: Cllr Bolland

13 Neighbourhood Plan Update

It had already been reported that the next meeting was due to take place at Roecliffe School on 8th October. Cllr Siswick also reported on a meeting that he and Paul Say had attended with Don Mackenzie and Deborah Flowers at Area 6. Key points to arise were:

- NYCC felt that the capacity and infrastructure of Bar Lane was fit for purpose. This conclusion had been arrived at by "road modelling".
- Concerns regarding pedestrian access and the state of the pavements were not addressed by NYCC. This was despite concerns being raised about the size of lorries using the road.
- There were no plans to upgrade Bar Lane.

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

- Consideration was given to the capacity of Bar Lane for all planning applications that were received.
- NYCC confirmed that they were open to the private funding of road signs to expedite matters.
- NYCC contradicted previous comments that had been made suggesting that our need for the expansion of the HGV Restriction Area on Bar Lane were incorporated within Boroughbridge's requirements.
- A 20 mph zone was deemed not to assist matters as the police were not able to enforce the speed limit.
- A Road Safety Week was due to take place later this year at the school: The Parish Council could dovetail on this with support from NYCC.

Cllr Newberry reported on his discussions with Darren Griffiths at NYCC regarding speed monitoring equipment. There was not any equipment available for four years: we could purchase our own at a cost of £1,500 per annum for a 4-year period.

Cllr Bolland reported that in his capacity as chairman of the Joint Parish Council he had written to the Chief Executive of NYCC but had yet to have a response. He understood that James Malcolm is moving on and that perhaps we should write to his successor.

It was agreed that The Clerk should investigate as to what the capacity of a "C" Class road is defined.

Action: The Clerk

14 Update on YLCA Meeting

Cllr Bishop reported on the last YLCA meeting in June that she had attended. Richard Cooper had made the following points:

- It was expected that more cuts to services would be necessary.
- HBC's move to Knapping Mount was progressing well.
- Regarding the maintenance of street lights: a yellow sticker meant that they were under the jurisdiction of NYCC: a white sticker meant they were HBC's responsibility.
- HBC would look at new ways to generate revenue.

A question had been raised on the legal obligations of pond maintenance. As Roecliffe Pond was on registered common land it was agreed that The Clerk should investigate the Parish Council's obligations.

Action: The Clerk

15 Date of Next Meeting

Thursday 24th November 2016 19:00
Thursday 9th February 2017 19:00

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

APPENDIX A

CLERK'S REPORT –September 2016

- a) External Audit – queries and completion
- b) Attendance at Village Plan working party meeting 6th August
- c) Preparation of Minutes thereof.
- d) Liaison with HBC following May Elections and Co-option
- e) Liaison with Roecliffe Website Editor and HBC for transparency purposes
- f) Various Notice Board Items

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

APPENDIX B

Income/Expenditure Statement 1st February 2016

		O/B	Income	Expenditure	Total
O/B Community Account 12/5/16		£6,620.26			£6,620.26
O/B Money Manager 12/5/16		£1,247.93			£1,247.93
Total					£7,868.19
Interest			£0.44		£0.44
Total					£7,868.63
Clerk Honorarium	4 Months			£456.48	
Grass Cutting	26/5/16			£234.00	
Grass Cutting	26/7/16			£271.20	
R Booth	26/7/16			£16.79	
Clerk's Expenses	28/7/16			£95.63	
HMRC PAYE	26/7/16			£85.20	
Grass Cutting	13/9/16			£271.20	
Total					(£1,430.50)
C/B 29/09/16					£6,438.13
Comprising:					
Closing Balance per Community Account		£5,189.76			£5,189.76
Closing Balance per Money Manager		£1,248.37			£1,248.37
C/B 29/09/16					£6438.13

Note: Cheques to be signed at meeting

Clerk's WFH Allowance Q2
HMRC Q2

£51.00
£85.20

Precept due £1,547.00

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