

ROECLIFFE AND WESTWICK PARISH COUNCIL

Minutes of Roecliffe and Westwick Parish Council Annual Meeting held on Monday 14th May 2018 in Roecliffe School Hall at 7.00pm

Attendees: Cllr J Bolland, Cllr J Newberry, Cllr J Reeve, Cllr S Varley, Cllr D Siswick, and four members of the public.

- 1 Apologies for absence**
Cllr J Tulip, Cllr Nick Brown
- 2 Election of Chairman**
Cllr Bolland was elected Chairman for the next year
Proposed: Cllr Newberry
Seconded: Cllr Reeve
- 3 Election of Vice-Chairman**
Cllr Newberry was elected Vice-Chairman for the next year.
Proposed: Cllr Reeve
Seconded: Cllr Varley
- 4 Declaration of Interest in items on the Agenda**
Item 2 in planning, Cllr Reeve and Cllr Varley declared an interest as they live there.
- 5 Chairman's Allowance in pursuance of section 15(5) of the Local Government Act 1972.**
It was agreed that the current £50 allowance would remain.
- 6 The following members were appointed to serve on the under mentioned Committee**

Planning/Enforcement of Conditions/Conservation issues
Cllr John Newberry was appointed as Planning Officer.
Proposed: Cllr Bolland
Seconded Cllr Reeve

Industrial Site
Cllr Baird was appointed.
Proposed: Cllr Bolland
Seconded: Cllr Newberry and Cllr Varley
- 7 The following Members were appointed as representatives on the under mentioned bodies**

Joint Parish Council Meeting
Cllr Bolland and Cllr Newberry
It was stated that it was good to be represented and that any Councillor may attend.

Campaign to Protect Rural England
Cllr Reeve

Yorkshire Rural Community Council
Cllr Varley

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

Yorkshire Local Council Association

Cllr Baird and Cllr Tulip

8 Minutes of meeting held on 18th December 2017

These were approved and signed by the Chairman.

Proposed: Cllr Bolland

Seconded: Cllr Newberry

9 To receive District Councillor and County Councillor Updates

Not available

10 To Receive the Clerk's Report

The new clerk, Mrs Victoria Forbes introduced herself to the council and reported she had attended a YLCA New Clerk's Training Day on March 16th 2018

11 Financial Report

1. To approve the Income and Expenditure and Bank Reconciliation for the period 18/12/17 – 8/05/18.

This had been circulated prior to the meeting and was approved. It is attached as Appendix A.

2. Bank Standing Orders

Current signatories to HSBC bank accounts to be reviewed.

Cllr Baird and Cllr Tulip to be added to the list of signatories.

Action: Cllr Bolland, The Clerk

3. Outstanding Accounts

The following cheques were authorised:

- CPRE Annual Membership £36.00
- Wetherby Computers – Clerk's laptop £575.00
- Clerk's Expenses £39.04 (printer cartridge and stamps)

12 Planning

Cllr Newberry reported on the following planning applications.

- 18/01469/FULMAJ Westwick Hall Farm – 2 Agricultural Buildings for free range egg production. Cllr Newberry expressed concern that this would double the HGV traffic already coming through the village to supply feed etc to the chickens. There is no alternative route to the proposed development. **REJECT**
- Roecliffe Park. Turners are proposing another 13 dwelling at the site. Currently there is planning permission for touring caravans not permanent dwellings on the proposed site. Further access to the site needs to be overcome which will have to take into account access to 5 new properties at Manor Farm. It was also mentioned that HBC need to address the existing homes as dwellings not units or caravans.
Action: Cllr Newberry
- St Mary's Cottage, Back Lane, Roecliffe. Demolition of a conservatory and garage to replace with single storey extension.

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

- 13 General Data Protection Regulation (GDPR)**
HBC has a Data Protection Officer available at £375 for services. Cllr Bolland recommended the short format produced by Local Parish Councils that gives a brief and concise overview of GPDR. Clerk to attend the YLCA course on GDPR
Action: The Clerk
- 14 Neighbourhood Plan Update**
The last meeting was held on 11th May 2018. They are close to submitting a draft report to HBC for consultation. The draft report still needs expert formatting. The committee are applying for a further grant of £5700 to enable them to continue to employ professionals to assist with and drive the process forward.
- 15 Expansion of the HGV Restriction Area**
Still waiting for progress in this matter. Cllr Bolland to write again to NY highways department.
Action: Cllr Bolland
- 16 Litter at Payne Diaries**
Diane Bishop is taking things further with Volvo and has written to their parent company. Johnsons dealt with the problem of litter around their site straight away.
- 17 Graffiti on A1 underpass**
Cllr Newberry has progressed this with North Yorkshire Highways. The graffiti should be removed in the next few weeks. If the problem persists, an anti-graffiti coating can be applied to the area.
- 18 Gully cleaning on Bar Lane**
Attention was drawn to several blocked gullies in the village particularly outside the caravan park. Urgent action required from North Yorkshire Highways.
Action: The Clerk.
- 19 Tree Maintenance**
All works have been completed. Will be reviewed every 3 years
- 20 Correspondence**
None received.
- 21 Dates of Next Meetings**
These were determined as follows:

Monday 17th September 2018 19:00 Roecliffe School

Monday 26th November 2018 19:00 Roecliffe School

The meeting concluded at 8.15pm.

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

Appendix A

Income & Expenditure & Bank Reconciliation for Period 18/12/17 – 08/05/18

	Date Banked	Number	Income	Expenditure	Total
VAT	22.03.18		£635.00		
Precept	28.04.18		£3,155.00		
NP Credit**	09.04.18		£1754.00		
Total					£5,544.00
YLCA	12.01.18	615		£15.00	
JC Trees	12.01.18	616		£2390.00	
Plan Ahead**	30.01.18	617		£450.00	
Plan Ahead**	31.01.18	618		£904.00	
K. Pettitt	31.01.18	619		£100.00	
Clerk's Salary	01.03.17	620		£122.27	
YLCA	27.02.18	621		£115.00	
HMRC	05.03.18	622		£30.40	
SLCC	08.03.18	623		£118.80	
YLCA	19.03.18	624		£121.00	
Plan Ahead**	23.03.18	625		£400.00	
Clerk's Salary	23.03.18	626		£173.07	
JC Trees	09.04.18	627		£3408.00	
G.Booth	09.04.18	628		£16.79	
Total					£8,364.33
Closing Balance per Community Account					£4,179.25
Closing Balance per Business Manager Account					£1,249.00
Total Funds					£5,428.25

Note: Cheques to be signed at meeting

CPRE £36.00
 Clerks Salary £142.67)
 Clerks Expenses £52.00) one cheque £233.71
 Clerks Stationary £39.04)
 Wetherby Comps
 PC Laptop £575.00

Total Funds after cheques signing: £4,583.54

** indicates funds borrowed from Community Account to finance Neighbourhood Plan due to problems with Barclays Bank. Now rectified and reimbursed.

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