

ROECLIFFE AND WESTWICK PARISH COUNCIL

Minutes of Roecliffe and Westwick Parish Council Annual Meeting held on Thursday 12th May 2016 in Roecliffe School Hall at 7.00pm

Attendees: Cllr J Bolland, Cllr D Siswick, Cllr D Bishop, Cllr S Green, Cllr J Reeve, County Cllr R Windass and four members of the public.

- 1 Apologies for absence**
District Cllr N Brown and Cllr J Newberry
- 2 Election of Chairman**
Cllr Bolland was elected Chairman for the next year
Proposed: Cllr Green
Seconded: Cllr Reeve
- 3 Election of Vice-Chairman**
Cllr Siswick was elected Vice-Chairman for the next year.
Proposed: Cllr Reeve
Seconded: Cllr Bishop
- 4 Declaration of Interest in items on the Agenda**
There were no items of interest declared
- 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 Siswick was re-appointed as Planning Officer.

Industrial Site
Cllr Bishop was appointed
- 7 The following Members were appointed as representatives on the under mentioned bodies**

Joint Parish Council Meeting
Cllr Bolland, Cllr Green,

Campaign to Protect Rural England
Cllr Siswick

Yorkshire Rural Community Council
Cllr Reeve

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

Yorkshire Local Council Association

Cllr Bishop

It was requested that the Clerk inform the Chairman of Cllr Bishop's appointment.

Action: The Clerk

8 Minutes of meeting held on 1st February 2016

These were approved and signed by the Chairman.

Proposed: Cllr Green

Seconded: Cllr Siswick

9 To Co-Opt Council Representation for Westwick

It was proposed by Cllr Bolland and seconded by Cllr Siswick that Stuart Varley be co-opted onto the council to represent Westwick. The proposal was carried unanimously.

10 To receive District Councillor and County Councillor Updates

County Cllr Windass gave his update which included the following points:

- Due to the recent elections there had been very little activity. However, a meeting to discuss fracking at Kirby Misperton was due to take place on 20th and 23rd May. Prior to this there would be a visit to the site on 17th May where there would be a high police presence due to the anticipated number of protestors (circa 4,000).
- County Cllr Windass noted the speedy progress of the Allerton Park Waste Disposal project.
- A Peers Report had taken place at NYCC. This had resulted in a "good to outstanding" performance evaluation.
- There had been a number of road closures in Boroughbridge due to preventive maintenance of said roads. This action was anticipated to extend the life of the road for up to 20 years.
- County Cllr Windass had asked Area 6 to look at the road conditions between Horsefair in Boroughbridge and the roundabout approaching Bar Lane. Unfortunately, Area 6 had looked at the road condition on Bar Lane and had felt that there was nothing that merited repair. Cllr Green drew County Cllr Windass's attention to the HGV issues on Bar Lane and asked him to investigate whether the issues in Roecliffe Parish could be divorced from Boroughbridge. In addition, he suggested that the Commuted Sums from the Reed Boardall and Paynes Dairies development be utilised for the benefit of the parish that they were located in: Roecliffe. County Councillor Windass would investigate and let Cllr Bolland know the outcome.

Action: County Cllr Windass

11 To receive the Parish Clerk's Report

The Clerk's Report is set out in Appendix A.

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

12 Financial Report

1. To Approve the Annual Governance Statement 2015/16

This had been circulated by the Clerk prior to the meeting and there were no questions. It was proposed by Cllr Green and seconded by Cllr Bishop that they be accepted. The motion was carried unanimously and the statement was signed by the Chairman and the Clerk.

2. To Approve the Accounting Statements 2015/2016

The Clerk went through the Accounting Statements with the meeting. It was proposed by Cllr Siswick and seconded by Cllr Reeve that this be accepted. The motion was carried unanimously and the Chairman signed the statement. Cllr Green thanked the Clerk for his work in preparing the Financial Reports

3. To agree where the public may access the 2015/16 records between 6th June – 15th July 2016.

As the Clerk was out of the country during this period it was agreed that the records would be available at Cllr Green's residence.

4. To confirm the Clerk's Salary for 2015/16.

This was confirmed as £1,712 per annum, payable monthly in advance

Proposed: Cllr Siswick

Seconded: Cllr Bishop

5. To confirm the Clerk's working from home allowance

This was confirmed as £4 per week payable quarterly.

Proposed: Cllr Siswick

Seconded: Cllr Reeve

6. To approve the Income and Expenditure and Bank Reconciliation for the period 01/02/16 – 12/05/16.

This had been circulated prior to the meeting and was approved.

Proposed: Cllr Green

Seconded: Cllr Bishop

13 Planning

Cllr Siswick reported on the following planning applications.

- 15/05199/FUL | Erection of agricultural worker's dwelling (site area 0.01 ha). | Roecliffe Nurseries Sheaflands Lane Roecliffe, Roecliffe York Yorkshire YO51 9ND

This application had been refused. The Clerk was asked to check that the caravan had been removed from the site

Action: The Clerk

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

- 16/01538/DVCON: Variation of condition 2 (approved plans) to alter size and appearance of dwellings. Planning permission 6.63.109.C.FUL - Erection of 2 dwellings and alterations to access. Land North of Holmside Farm, Roecliffe, North Yorkshire

The Parish Council had no objection to this application

- 16/00516/FUL: Formation of concrete footing for the erection of solar panels and crown thinning of 2 Ash Trees by 10% within the Roecliffe Conservation Area. The Old Vicarage Roecliffe Village Roecliffe North Yorkshire YO51 9LY.

This had been passed by HBC with 2 conditions regarding tree trimming to allow sunlight and the removal of the footings at the end of the life of the project

14 Neighbourhood Plan Update

Cllr Green read out the update to the meeting. He reported the following:

- There had been 127 responses to the survey
- 75% had requested that they be kept informed
- 23 people had volunteered to help
- Positive comments regarding the village being attractive and safe.
- Challenges identified included traffic, speeding, HGV's and parking
- There was an almost even split on the need for new housing within the village
- Sub teams had been set up to look at specific aspects such as environment
- 70% agreed with the need for a village meeting place
- The Committee were now looking at a brief for consultants
- The next meeting was due to take place on 21st May at Cllr Green's
- This would then lead to an open meeting for the village.

Cllr Bishop reported that Kerry Dalton had informed her that a request for parents of schoolchildren to observe speed limits and parking restrictions was to be made in the School Newsletter.

15 Expansion of the HGV Restriction Area

Cllr Bolland reported that this had been discussed at the Joint Parish Meeting and that the issue was affecting Boroughbridge (Horsefair). Cllr Green asked the question of why Roecliffe had been included with Boroughbridge as this had seemingly slowed up progress. Also the Commuted Sums due to Roecliffe should be utilised for the parish's benefit. This was taken up with County Cllr Windass.

16 Condition of Roecliffe Round Walk.

Cllr Green informed the meeting that it was the responsibility of the landowners to ensure that stiles were kept in good repair. It was suggested that Cllr Newberry take note of the main areas of concern. Cllr Green would contact Mike Collins and also the Footpath Officer at HBC and liaise with Cllr Newberry

Action: Cllr Newberry / Cllr Green

17 Request from Roecliffe Head Teacher for Overnight Camp 21st/22nd July

This request had been circulated prior to the meeting and was approved unanimously.

18 Clearance of Path to Pond on Roecliffe Common

This had been raised by Cllr Newberry, who had offered to form a task force to resolve. This was agreed by all.

Action: Cllr Newberry

19 Loan of Flashing Speed Signs from North Yorkshire Police

Cllr Newberry to investigate the possibility.

Action: Cllr Newberry

20 Noise Disturbance in Village

Cllr Siswick reported that this issue had now been resolved amicably.

21 Correspondence

- Bulbs and Wildflowers: it had been agreed that we would request Bluebells. Cllr Bishop offered to collect when they became available.

Action: Cllr Bishop

- Clerks and Councils Direct and Open Spaces. It was agreed that he Clerk would, in future, summarise anything that was of particular interest and circulate by email.
- YLCA Annual Meeting 6th June. This would be attended by Cllr Bishop.

Action: Cllr Bishop

22 Dates of Next Meetings

These were determined as follows:

Monday 12th September 2016 19:00 Roecliffe School

Thursday 24th November 2016 19:00 Roecliffe School

APPENDIX A

CLERK'S REPORT – MAY 2016

- a) Year-end reports compiled
- b) Independent Internal Audit completed
- c) General liaison with HBC over a number of election queries
- d) Resolution of Fly Tipping in Westwick
- e) Attendance of Parish Portal Meeting at Area 6
- f) Attendance of Neighbourhood Plan meetings in Roecliffe and with HBC in Harrogate
- g) Parish Assembly Agenda and Minute preparation
- h) Notice board Items
 - a. Julian Smith Surgeries
 - b. Election Paraphernalia
 - c. Various additional notices of general interest
 - d. Notice of PC Meeting

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

Appendix B

Income & Expenditure & Bank Reconciliation for Period 01/02/15 – 12/05/15

	Date	O/B	Income	Expenditure	Total
O/B Community Account		£6,135.69			
O/B Money Manager		£1,247.71			
Total					£7,383.40
Precept	29/04/16		£1,548.00		
Interest	04/03/16		0.22		£1,548.22
Total					
Clerk Honarium	01/03/16			£114.12	
Clerk Honarium	01/04/16			£114.12	
Clerk Honarium	01/05/16			£114.12	
Open Spaces	17/04/16			£45.00	
RAY	17/04/16			£35.00	
AON	26/04/16			£382.52	
CPRE	20/02/16			£36.00	
YLCA	07/03/16			£117.00	
HMRC	30/03/16			£56.80	
Roecliffe School	05/05/16			£48.75	(£1,063.43)
Total					
C/B 12/05/16					£7,868.19
Comprising:					
Closing Balance per Community Account					£6,620.26
Closing Balance per Money Manager					£1,247.93
C/B 12/05/16					£7,868.19

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