

Glaisdale Parish Council

Mr D. Palmer

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MINUTES OF GLAISDALE PARISH COUNCIL MEETING held at The Robinson Institute, Glaisdale, on Thursday 17th March 2011.

PRESENT: Cllrs : SW Thompson, JL Thompson (Chair), R Norris, P Thurlow, Cllr N Hopwood, Cllr D W Flintoft, C/Cllr WH Tindall

APOLOGIES : Cllr M Foord,

Declarations of Interest : None

1. **MINUTES OF MEETINGS** were presented, agreed and signed as a true record.
2. **MATTERS ARISING FROM THE MINUTES**
 - 2.1 NY Police attendance & report.
 - There have been several incidents locally of theft of heating oil from domestic premises. Residents asked to be vigilant. Thefts from gardens and vehicles have been reported and two males have been arrested on suspicion of theft after being found in possession of various items which may have been stolen locally. Residents are also asked to be aware of 4x4 vehicles being driven moorland and other areas causing damage and disturbance - the season for such activities is imminent.
 - All incidents should be reported using telephone no. 0845 6060247.
 - 2.2 Damage to 'Welcome to Glaisdale' sign. Insurance claim update.
 - Members informed that the Councils insurers have now authorised the claim made for replacement of the damaged sign near to Beggars Bridge, Glaisdale. Signs suppliers have been given the go-ahead to manufacture a replacement.
3. **PLANNING**
 - 3.1 **Applications :**
 - 3.1.1 **NYM/2011/0092/FL** : Application for construction of front porch and conservatory to side elevation at High Lea, Lealholmside.
 - **Application supported.**
 - 3.1.2 **NYM/2011/0033/FL** : Application for installation of a wind turbine (max height 8.2 metres to blade tip) at Shaw End Farm, Shaw End, Fryupdale.
 - **Application supported.**
 - 3.1.3 **NYM/2011/0109/NM** : Application for non material amendment to planning approval **NYM/2010/0377/FL** to allow alterations to window and door details and insertion of 1 no. window together with size increase of approved garage to accommodate w.c. at Greenhow, Hall Lane, Glaisdale.
 - **Application supported**

Signed as a true record :(Chairman)

DATE :

- 3.1.4 **NYM/2011/0093/NM** : Application for non material minor amendment to planning approval **NYM/2007/0638/FL** to allow an increase in eaves height to facilitate the installation of stone heads above the windows at plot 1, adjacent Island Cottage, Lealholm.
- **Application Supported.**

3.2 Referrals

NONE

3.3 Results :

- 3.3.1 **NYM/2011/0029/NM** : Application for non material minor amendment to planning approval **NYM/2010/0710/FL** to allow an increase in footprint of the garden room by 1 metre along the west elevation at 1, Hilltop Cottage, Stonegate, Lealholm.
- **Permission Granted.**
- 3.3.2 **NYM/2011/0015/FL** : Application for construction of 2 Storey pitched roof rear extension at Brookside Cottage, Lealholm.
- **Permission Granted.**
- 3.3.3 **NYM/2010/0963/CLP** : Application for Certificate of lawful use for C3 use of The Milking Parlour within the curtilage of Browside Farm by qualifying persons following freehold or leasehold disposal of the Milking Parlour separately from the main dwelling known as Browside farm, Glaisdale.
- **Lawful Use certificate approved.**

4. FINANCE

- 4.1** Estimates for approval obtained for replacement notice-board at Glaisdale.
- **Members informed of quotation received from Gibsons Cabinet Makers of Whitby for manufacture of replacement Council notice board at Glaisdale. Unlike comparative quotations received, this quotation falls within budget and members agreed that this offered the best value without compromising on quality. Proposal to offer work to Gibsons made by Cllr RN, seconded Cllr PT. All members in agreement. 50% deposit required to secure the work agreed and proposed Cllr RN, seconded Cllr PT. Cheque 100731 issued in payment.**
- 4.2 Quotations received for 2011 season grass-cutting contract
- **Returns received from Mssrs : JJ Harrison ; R & B Trees & Gardens ; Ellis & Rhodes.**
 - **Ellis & Rhodes declined to quote for this work.**
 - **R & B Trees & Gardens could only offer a price per cut for the districts as a whole. This despite being asked to break down the quotation into the distinct areas. This makes comparison extremely difficult and as their total price was in excess of that quoted by JJ Harrison members agreed that this quotation should be discounted.**
 - **JJ Harrison quoted per area as requested and prices were only marginally above last years figures.**
 - **Proposal to offer work to JJ Harrison made by Cllr NH, seconded Cllr PT. All members in agreement. Clerk to advise JJ Harrison and request that work be started asap.**
- 4.3 Quotations received for 2011 verges cutting contract.
- **No quotations received from : M Tindall ; R Norris.**
 - **Quotation received from P Houlson. Costs per hour increased by 5% above last years price. Members agreed that this still represents good value considering current fuel price increases. Proposal to offer work to P Houlson made by Cllr DWF, seconded Cllr NH. All members in agreement.**
 - **Clerk to advise P Houlson and request work be started as soon as appropriate.**

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- 4.4 Changes to Clerks remuneration, payment dates, and new HMRC requirements for GPC.
- Clerk requested implementation date of annual increment to salary be brought forward to April so as to fall in line with changes necessary in order to comply with new HMRC instructions regarding payment of Parish Council Clerks. Members agreed to this change as it obviates the need for multiple changes to bank instructions throughout the financial year.
 - HMRC have issued new instructions regarding the payment of Parish Council Clerks/RFO's. From 6th April 2011 all Parish Councils must register as an employer and operate a PAYE scheme for the recovery of tax/NIC due on the Clerks salary.
 - As HMRC also insist that all taxation reports etc. are filed 'on-line' and that payment deadlines are fixed, with penalties being imposed for late returns, the current cheque payment / authorisation procedures can not now guarantee such a clarity.
 - In order to comply with these new requirements it is necessary for the GPC bank account arrangements to be changed to allow on-line banking. A 'Business Internet Banking Arrangement (BIBA)' is to be set up and the Clerk be authorised as the 'Primary User' of the account.
 - Proposal to implement all changes hitherto described, and to approve signing of HSBC mandate forms made by Cllr DWF, seconded Cllr NH. All members in agreement.
- 4.5 Amendments to Financial Standing Orders to allow operation of Business Internet Banking Service.
- Current Financial Standing Orders make no allowance for the changes necessary to operate BIBA. Accordingly items 2.1.1 and 2.1.2 have been inserted to authorise the Clerk to make and receive payments without prior member authorisation (providing the initial payment/receipt has been notified to Council and approved in the first instance.)
 - Proposal to implement all changes hitherto described made by Cllr DWF, seconded Cllr RN. All members in agreement.
- 4.6 EVT response to GPC funding support.
- Members noted receipt of letter of thanks received from EVT director, Mark Stratton, in respect of recent donation made by GPC to EVT funds.
- 4.7 GPC Audit Plan approval.
- Phase 1 of the Audit Plan Review undertaken by Cllr PT in advance of this meeting. Report inserted indicates all control measures have been considered and found to be appropriate and sufficient to the risks identified. Proposal to accept report made by Cllr NH, seconded Cllr DWF. All members in agreement. Chairman to sign phase 1 acceptance document.
- 4.8 ** Request for funding support – Fryup Cricket Club.
- Members received request from Fryup Cricket Club for funding support in their efforts to secure the freehold of the present cricket ground. They are a little short of the required amount and are asking for support from the community in order to achieve their goal. Members appreciate the benefit that small sporting clubs bring to rural villages and know how much the success of such teams means to the wider community. Fryup CC has been particularly successful in recent years and members felt it would be wrong to allow the

Signed as a true record :(Chairman)

DATE :

club to fail and disappear for want of a little financial support. Proposal to offer funding support made by Cllr RN, seconded Cllr DWF. All members in agreement. Cllr DWF proposed an amount of £250 be offered, seconded by Cllr RN. All members in agreement.

- Cheque 100730 issued in payment. (provided under LGA 1972 s137)

5. CORRESPONDENCE

5.1 Action / Reply

5.1.1 2011 Parish seating repairs schedule.

- **Members have returned findings schedules. Clerk to compile and prepare for issue with parish seats maintenance tenders.**

5.1.2 Parish Council elections – Nomination forms & procedures.

- **Nomination packs have been issued to members to enable completion and return to SBC by 4th April 2011**

5.1.3 NYMNPA – Forestry Commission Grant Scheme – Notice of Felling at Wintergill, Glaisdale.

- **Noted - 10 ha to be felled at Wintergill plantation at Glaisdale.**

5.2 Minutes & Reports

None received

5.3 For Information

5.3.1 New Customer Support contact for NYCC Highways matters.

- **Noted**

Newsletters received :

Publications received :

NONE

Other items of communication were received.

6. REPORTS OF MEETINGS ATTENDED

None attended.

7. MATTERS OF INTEREST RAISED BY MEMBERS

7.1 Streetlamps for attention.

- **S10 at Glaisdale High Street - Not Lit.**

7.2 Highways Issues.

- **Woodworks Bank, Glaisdale - Loose granite setts at kerb on East side of road. Potential traffic hazard if they spill onto highway.**
- **Parishioners have noted that a NYCC Highways road-sweeper is working on local lanes where there is no footpath. This is a pointless waste of resources as road edges are very wet and muddy at present and the steel brushes of the sweeper are merely spreading mud and debris. Members would like NYCC to explain this work and why it is necessary at this time when every penny should be counted! Clerk to request explanation from NYCC.**

8. DATE OF NEXT MEETING : Will be on Thursday 21st April 2011, commencing at 7.30pm at The Robinson Institute, Glaisdale.