**HUBY PARISH COUNCIL**

***DRAFT* MINUTES OF A PARISH COUNCIL MEETING HELD AT THE MEMORIAL VILLAGE HALL, HUBY
ON MONDAY 6 JANUARY 2020 AT 7.30PM**

**Councillors Present:** Mr Ron Armistead (RA), Mr Eric Lazenby (EL), Mr John Phillips (JP)

**In Attendance:** Stephanie Lacey- Parish Clerk (SL)

Christine Cookman (CC)

 Caroline Patmore – County Councillor (CP)

**Public Present:** 3

1. **Apologies for absence:** Cllr Di Watkins (HDC)
2. **Declaration of interests were received:** Cllrs Lazenby and Phillips – item 6.7 (EL/JP are village hall

committee members)

1. **Minutes of the previous meeting:**

These had been circulated, were approved and signed by the Chairman

1. **Public session:**
	1. A member of the public reported that a local public right away has apparently been fenced off at Tollerton Road/Baston Lane – JP to visit and raise with landowner as required.
	2. **Sue Halstead and Freddie Alnutt of the Bowls Club** – grant application submitted for a contribution towards the cost of a new scarifyer. It was resolvedto approve the grant application, and payment by cheque will be made following proof of purchase of the scarifyer. Sue Halstead expressed her thanks and gratitude on behalf of the Club, and also extended an invite to a representative of HPC to a press photo shoot in the near future.
	3. RA raised some local issues relating to parking and speeding on Tollerton Road; RA also wanted to report observations that the developer at Barf Hill is using the bridleway at Haverbrake Lane for access to the construction site, despite this being against the conditions set out by HDC Planning. RA has reported this to HDC – a copy of the correspondence must be shared with all members and the Clerk.
2. **No new applications had been received for vacancies on the Parish Council**
3. **Matters arising from/since previous meeting were considered:**
	1. Community Infrastructure Levy (CIL) – information from CC had been circulated by email and noted, HPC to consider how to spend available funds
	2. Northern Powergrid wayleaves – SL has obtained confirmation that 2 agreements are in place dated 1968 and 1994, due annually in March and February respectively.
	3. Barf Hill development (Daniel Gath) – discussed above at item 4c.
	4. Youth Club – SL reported that it has been agreed to defer youth engagement activity until the spring when the evenings are lighter and more young people will be around to be consulted. Item deferred to March.
	5. Grass cutting – 2020/21 contract; cemetery grass cutting – discussed later at 9.5
	6. 2020/21 Parish Precept – it was noted that HPC has confirmed the precept will remain at its current level for the next year.
	7. Village Hall repairs – JP/EL will discuss with the wider Village Hall Committee, defer item to March meeting.
	8. Parking and flooding near to the School – this remains an ongoing issue, and the various interconnected problems were discussed at length. During the course of the discussion, Cllr Armistead left the meeting indicating his intention to resign his position on HPC. It was resolved that **SL will contact the local Police to ask them to come and observe the issues at the School; SL will also contact the School to note that the issues remain ongoing; SL will also contact NYCC Highways regarding the flooding** to state that the majority of the water does appear to be coming from the road (not the School) and as such can Highways consider putting a drain in.

*At this point in the meeting, CC stood in as co-opted Parish Councillor to ensure the meeting remained quorate –* ***SL/CC to complete required forms as soon as possible after the meeting.***

* 1. Parish Council policies – it was resolved that **SL will begin to work through the required list of policies, and circulate a couple before each meeting**, such that HPC can approve at the meetings and get up to date and fulfilling all obligations within a year.
1. **New planning applications received were considered:**
	1. 19/02506/FUL Change of use of land to a mixed use of agricultural land domestic curtilage and siting of agricultural/domestic storage building. HPC has no objection, but would like to request that adequate screening with trees forms part of the work. **SL to submit to HDC**
2. **It was noted that the following planning decisions had been made by Hambleton District Council:**

8.1 19/01811/LBC Replacement of a landing window at The Royal Hunting Lodge, Shipton by

Beningbrough ***Decision: granted***

8.2 19/02090/FUL Construction of a replacement agricultural building at Edgewold, Easingwold

Road ***Decision: granted***

8.3 19/02003/FUL Construction of a 5 bedroom detached house with attached garaging to replace

existing outbuildings, at Rowan Brea, Sutton Road ***Decision: granted***

1. **To discuss matters raised by Parish Clerk/Responsible Financial Officer:**

9.1 An up to date bank reconciliation was noted – it was agreed that a transactions register should be available for scrutiny at all future meetings. **Action SL**

9.2 It was noted that the Clerk’s working hours should have been agreed as 5 per week (instead of 3) – going forward, it was resolved that the Clerk can work up to 5 hours per week. SL requested that HPC consider using a Payroll company for the Clerk’s salary – **action: SL to get information supplied to JP.**

9.3 SL noted that she had attended the YLCA induction training day for new Clerks and found it helpful, particularly in knowing what resources are available for advice.

9.4 The following payments were approved:

 9.4.1 Stephanie Lacey £495.56 Salary and expenses (01/11 to 31/12)

9.4.2 Village Hall £118.75 Room bookings September – March inclusive

9.4.3 GHSmith £305.00 Huby Voice printing

9.4.4 Farm & Land Services £321.60 Mowing Aug to Oct inclusive

9.5 A draft budget for 2020/21 was reviewed, with a number of changes agreed to forecast expenditure – **SL to revise and bring final version for approval to March meeting.**

9.6 The topic of correspondence between HPC/Clerk outside of meetings and by email was discussed. It was resolved that all those involved should recognize that HPC business may only be transacted at formal meetings, and any conversations taking place in between meetings/by email cannot be treated as HPC discussion or decision-making. Further, that all members and the Clerk should exercise diligence and be professional when using email.

1. **The following items of correspondence received by the council were discussed:**

10.1 Robin Lane – exit from junction – SL reported the Highways have agreed to look at the junction

10.2 Recycling bins outside shop – SL reported that HDC had provided a helpful response, but that the HPC would not consider funding or installing bins at the shop for various reasons. **SL to respond to Lynn Wagstaff**

10.3 Skates Lane overgrown footpath – SL reported that Highways have visited and works are now planned to clear the path.

10.4 Surviving Winter Fund – information leaflet received, noted.

10.5 HDC posters received for display in village (re garden waste and Christmas tree collection). **JP to action.**

10.6Correspondence from a local resident regarding an apparent rerouting of a public footpath at Brownmoor Lane/Bell Lane. **SL to follow up with NYCC Rights of Way team; JP to visit site.**

11 **To receive reports from County and District Councillors**: Cllr Patmore (County) informed the meeting that an Area Committee is taking place in Pickering on Friday 10th January, with the agenda including the Friarage and Malton hospitals, A64 improvements, and the Norton/Derwent railway crossing junction.

12. **The following matters were raised by members:**

12.1 Measuring wheel – after a discussion, no decision was made on whether HPC will purchase a measuring wheel to measure areas for grass cutting within the village.

 12.2 Tollerton Road/ESH property services – item not discussed as raised by RA who had left the meeting

 12.3 It was noted that no members had attended the Planning Committee site visits for:

* 19/02169/FUL – land to the north of The Forge
* 19/01507/FUL – land adjacent to Greencroft House
* 19/02102/OUT – land west of Little Burn

12.4 Cemetery grass cutting – there is a query about whether the Parish Council should be paying the cost of grass cutting in a ‘live’ cemetery; also, if the costs currently incurred include additional grass cutting that are not part of the cemetery. **JP to speak with RA about findings and bring back to March meeting**

13. **Details of the future meetings were confirmed as**:

Full business meetings 2 Mar 2020 4 May 2020 6 Jul 2020

Planning meetings 3 Feb 2020 6 Apr 2020 1 Jun 2020

 Meeting closed at 9.20pm