

**A meeting of Marton-cum-Grafton Parish Council was held in the Memorial Hall, Marton on Wednesday, 7<sup>th</sup> January 2015 at 7.30pm**

Present: Ms L Bullus (LB) (Chair), Mr T Joynson (TJ), Mr R Naish (RN), County Cllr R Windass (RW), District Cllr A Alton (AA), Ms H Stuart (HS) Clerk

Apologies: Mr N Duxbury (ND), Prof A Long (AL)

Members of the public present: 11

Declarations of Interest: None

The minutes of the last meeting were signed and dated as a true and accurate record by LB.

#### **County Issues:**

- RW advised that NYCC Members seminar was attended today regarding the budget for 2015/16. There is a 1.99% potential increase in council tax. Budget savings of £63m have to be found by 2020. There have already been considerable staff savings, frontline as well as back-office.
- RW has been asked to Chair the community liaison group for Allerton Park incinerator. He was asked to chase the minutes from the first meeting held in November 2014. Date of the next meeting is not yet known.
- Eddie Brown voluntary liquidation impacted on local and school services with NYCC providing emergency support at short notice. The service resumed on 5<sup>th</sup> January now provided by Transdev. Subsidies to bus services are being reviewed and residents need to use the service to keep it going.

#### **District Issues:**

- An HBC budget increase of 1.9% has been recommended and the Council is likely to run a surplus of £1.4m. Harrogate International Centre performance has improved and is now contributing. Efficiency savings are coming into place and no cuts are anticipated in current services.
- The Government pressure on the number of new house builds in the District has eased slightly following an Independent survey which now recommends 600-650 houses per annum.

#### **Matters Arising:**

##### **1. Playing Fields**

- No action on car park as yet. RN may seek alternative quotes.
- Quotes being sought for upgrading and maintenance of playground.
- Woodlands meeting postponed. To be rearranged.

##### **2. Village Shop**

- Shop door. The door has been sticking, and whilst modifications have improved this, it was decided to install a new door with windows. This will keep heat in the shop but enable Helen to keep an eye on who is

entering. Three quotes have been sought. PC agreed Mike Popple will liaise with best two quotes and compare specifications.

### 3. Village Hall

- Inspection undertaken on 5<sup>th</sup> December 2014. A few electrical minor faults are being addressed.

### 4. Planning

- The Barn Grafton Manor: application to re-build as existing footings not strong enough to support modifications - no objections.
- Notice of HBC approvals received for:
  - Holly Bank Farm - Green Tech Ltd - subject to conditions prior to commencement.
  - Granary house, Peach Tree Farm - Replacement of windows and doors
  - Beech House - crown trimming of beech tree

### Accounts:

In: £0.00

Out: £52.00 Green and Tidy - clearing leaves from drive and pathway up to playing fields, £80.00 clerk salary. Total = £132.00

Online banking - PC agreed that the Clerk should contact HSBC and arrange online banking facilities for the Parish Council accounts.

Internal auditor has suggested we consolidate the bank accounts into one current and one savings account instead of the existing five accounts. This was discussed at length by those present, and those councillors unable to attend this meeting had expressed their views prior to the meeting. The main concern was that the PC has always kept the shop monies separate as a contingency to ensure this valued community asset continues. Some five years ago the balance of that account facilitated considerable refurbishment of the shop premises. It was agreed that the shop money should continue to be ring-fenced and only spent on repairs or any appropriate expenditure relating to the shop.

Chair proposed the following:

1. The accounts to be consolidated into one savings account and one current account.
2. The clerk to establish a book keeping system under advice from the internal auditor to clearly separate any payments into or out of the shop balances, and to clearly record the funds held in relation to the shop.
3. All rental received from the shop to be "ring-fenced" for spending solely on issues relating to the shop. Should the Parish Council wish to spend these monies in any other way, or should circumstances change in the future, the PC would seek ratification of any change at a public meeting.
4. A copy of these minutes, highlighting this section in respect of the shop monies, will be retained with the parish Standing Orders which are reviewed on an annual basis.

The Parish Council endorsed these proposals.

Precept - a submission seeking the same amount as 2013/14 has been submitted (£3,350.00) and has been received by HBC.

Proposal for changes to commuted sums to be discussed at February meeting.

**Correspondence:**

- Yorkshire Water advised of a reduction in water bills over the next 5 years. Average bills will fall by 3% from 2015 - 2020.
- Parking outside the village school - Rory Cunningham (parent and Governor of the village school) presented issues to the PC regarding parking outside the village school on Reas Lane. A number of initiatives have already been attempted by the school and its Governors to improve the situation. These include engaging the Punch Bowl Inn to allow parents to use their car park at school drop off and pick up times, sending reminder text messages to parents requesting them not to park on Reas Lane and reminding them to use the pub car park as well as in the weekly newsletter. Unfortunately some parents continue to park on Reas Lane. As a consequence children are at risk and there has been a recent incident when a vehicle was in contact with a child. HBC and police were advised. It was agreed the Clerk would contact RW and the NYCC Schools Councillor seeking advice. Clerk to also contact Highways Area 6, suggesting double yellow lines and seeking a site visit with potential solutions.
- Harrogate District Local plan workshop for Parish Councils - 4<sup>th</sup> March 10-3pm. PC to send a representative. LB will attend.
- Three residents have expressed interest to attend future liaison meetings. All interested parties will be advised when the date of the next meeting is known and hopefully 1-2 village representatives can attend.
- The mud on Stockfield Lane following recent agricultural activity is to be swept by a local farmer.

**Any other Business:**

AGM proposed for 2<sup>nd</sup> week in May, (Wednesday 13<sup>th</sup> May) (General Election on our normal date).

The meeting was opened to the public:

- Rob Lewis was thanked for the inaugural outing of the walking group.

**Date of the next meeting:** Thursday 5<sup>th</sup> February 2015 at 7.30pm.

The meeting closed at 8.40 pm

Signed ..... Dated .....

**A meeting of Marton-cum-Grafton Parish Council was held in the Memorial Hall, Marton on Thursday, 5<sup>th</sup> February 2015 at 7.30pm**

Present: Ms L Bullus (LB) (Chair), Mr N Duxbury (ND), Prof A Long (AL), Ms H Stuart (HS)  
Clerk

Apologies: Mr T Joynson (TJ), Mr R Naish (RN), County Cllr R Windass (RW), District Cllr A Alton (AA)

Members of the public present: 6

Declarations of Interest: None

The PC was sad to learn that Cllr Windass had recently lost his wife and expressed their deepest sympathy.

The minutes of the last meeting were signed and dated as a true and accurate record by LB.

**County Issues:** None

**District Issues:** None

**Matters Arising:**

1. Playing Fields
  - Clerk to follow-up with RN for copies of the monthly inspection reports.
2. Village Shop
  - Door to be installed on 9<sup>th</sup> February 2015. No other issues.
3. Village Hall
  - Three prices have been received for decorating the rear extension. Committee to allocate tender at next meeting.
  - 3 year rolling maintenance programme initiated.
4. Planning
  - Punch Bowl Inn - change of use of ancillary offices to office and store to include erection of glazed link and two storey extension. Plans in keeping with building and PC felt that it is only positive for the village. No objections.
  - Invited to attend planning meeting to discuss Grafton Grange, Limebar Lane planning application on 20<sup>th</sup> January 2015. PC elected not to attend as they had no objections.
  - Invited to attend planning meeting to discuss The Barn, Grafton Manor planning application on 3<sup>rd</sup> February 2015. PC elected not to attend as they had no objections.
  - LB to attend local planning workshop on 4<sup>th</sup> March 2015. PC asked LB to raise the following:
    - a) HBC to take more notice of PC feedback on applications,
    - b) clarification of housing allocation,
    - c) use of agricultural land for future planning if there is no designated "green belt".
    - d) Seek details of new building in Boroughbridge (see AOB)

### Accounts:

- In: £1420.00 HBC ground maintenance grant, £50.00 Mr Long Garage rent. Total £1470.00
- Out: £80.00 clerk salary. £10.00 HMRC VAT return. Total £90.00

Classification of commuted sums categories - clerk to enquire of Sean Wright if classification of current commuted sums could be changed to relate to other aspects of the village.

The Chair has been advised that the PCC are seeking funding for various projects but no specific details or costings have been submitted. It was agreed the PC could not commit at this stage but would consider a specific, costed proposal.

### Correspondence:

- Local Amey-Cespa Liaison Committee Meeting - 10<sup>th</sup> February 2015 6.30-9pm Bridge Hotel, Walshford. ND, RN, Mr F Beckett and Ms Z Hartley-Metcalf have agreed to represent the village and were asked to press the issue of screening the site. AL is currently exploring options for independent environmental monitoring.
- Parking outside the village school - email has been sent to Cllr A Barker (Executive Councillor for Schools), our own County Councillor and Area 6 Highways highlighting the significant problems and safety issues. No response received. Follow-up email sent, still awaiting reply. HBC have launched an initiative to address parking outside schools as a whole. Clerk to investigate and liaise with school.
- Grafton Hill bench - reported as dilapidated and could it be replaced. PC acknowledged that it was installed as part of the Silver Jubilee. Plaque can be kept and placed on a new bench if necessary. Clerk to enquire re quotes with and without installation.

### Any other Business:

- Yordale Economic strategic plan - noted. PC elected no further action required.
- Grafton Post box - currently states latest collection at 9am. LB advised she had spoken to the Postman and he informed that the PO is streamlining the collection and delivery service. As a result the postman delivering the mail will also collect the mail from the post box. Collection will not be until all mail has been delivered which will probably be mid-afternoon Monday - Saturday.
- The PC is aware that NYCC is to cease grass cutting, apart from at specified junctions. The Clerk was asked to obtain details and a map of all areas previously cut by NYCC throughout the village, for health and safety reasons, to enable the PC to decide on the way forward.
- Latest parish newsletters noted 280 houses to be built in Boroughbridge - Chair to ask at workshop where these will be.
- FB suggested online banking be delayed until the new financial year.
- Majestic House barn has been assessed as dangerous. HBC communicating regarding options.

**Date of the next meeting:** Thursday 5<sup>th</sup> March 2015 at 7.30pm.

The meeting closed at 8.20pm

Signed ..... Dated .....

A meeting of Marton-cum-Grafton Parish Council was held in the Memorial Hall, Marton on Thursday, 5<sup>th</sup> March 2015 at 7.30pm

Present: Ms L Bullus (LB) (Chair), Mr N Duxbury (ND), Prof A Long (AL), Mr T Joynson (TJ), Mr R Naish (RN), Ms H Stuart (HS) Clerk

Apologies: County Cllr R Windass (RW), District Cllr A Alton (AA)

Members of the public present: 6

Declarations of Interest: TJ - Barn adjacent to Majestic House

The minutes of the last meeting were signed and dated as a true and accurate record by LB.

County Issues: None

District Issues: None

#### Matters Arising:

##### 1. Playing Fields

- Clerk to follow-up with RN for copies of the monthly inspection reports.
- PC to seek opinion of village residents re input value of investing some of its funds into upgrading the playground. A “pound for pound” matching scheme up to a designated amount was proposed. Clerk to email residents.
- Area next to tennis courts mowed and maintained. Need to address bankside of entrance to playing fields. RN to action.
- Second quote received for car park which was significantly higher. RN to follow-up previous quote with Pave Scapes.
- Moles to be addressed.
- PC received a request to cut back brambles on back path of playing fields towards the pub. RN to ask “Green & Tidy” to maintain this on a regular basis.

##### 2. Village Shop

- Door installed

##### 3. Village Hall

- Flag step to be repaired hence gate not currently in use.
- Painting contract granted for back corridor.

##### 4. Planning

- Ye Olde Punch Bowl Inn - **Listed Building** application for change of use of ancillary offices to office and store to include erection of glazed link and two storey extension, formation of hardstanding, relocation of gas tank and **various internal alterations** - no objections
- Grafton Grange Limebar Lane - Notice of planning decision - approved
- The Barn, Grafton Manor - Notice of planning decision - approved

## Accounts:

In: £1200.00 shop rent, £110.49 from NYWAG donated to green waste fund. Total £1310.49  
Out: £80.00 clerk salary. £858.88 shop door. Total £938.88

## Commuted sums:

Clerk received clarification from Sean Wright at HBC re commuted sums:

- The proposed changes to commuted sums as per communication late in 2014 will no longer be taking effect for 2-3 years.
- The eight designated commuted sums categories are fixed. Mapping of these categories can be changed if justified. PC were presented with a copy of the current mapped areas which was difficult to decipher in the current format. Clerk to ask if there is an alternative
- Commuted sums can be combined if all the selected categories benefit from a specific project. They must however also be in the same geographical vicinity.
- Request from PCC received to claim £185 from commuted sums to improve security on external door from vestry. PC approved. Clerk to liaise with PCC and HBC so works can proceed.

## Correspondence:

- Communication received from Darren Sykes - Principle Building Control Officer regarding Majestic Barn. A structural engineer has been consulted and concluded that demolition is the only option to guarantee public safety. The PC's view was that HBC should liaise with the owner to ensure action is taken as soon as possible. AL to photograph the building for PC records in view of future development / planning applications.
- Parking outside village school - update. Clerk has liaised with the Project Engineer in charge of school safety at Area 6 NYCC. They will be undertaking observations and will feedback any recommendations / plan of action following this. They could not advise a date and time as to when these observations will take place.
- Zurich Insurance renewal 2015/16 - 3 year fixed policy on annual premiums. Increased insignificantly by £9. Building sums, clock and contents increased. PC agreed to continue with proposed policy and renew.
- Letter received from Clarke Telecom Ltd regarding the proposed upgrade to telecommunications tower. This will enable the site to be 4G capable and improve the 2G/3G capacity within the single network grid. Upgrading the current site will reduce the need for an additional telecommunications base station in the area and therefore avoiding the proliferation of masts. It is proposed to remove 8no existing antennas and install 3no replacement antennas - PC had no objections.
- Tennis Courts indemnity insurance certificate presented and recorded.
- Implementation of Part 1 of the Commons Act 2006 - re registration of common land e.g. village greens. PC to clarify what areas of current common land are currently registered.

- Request received asking the PC if they would consider funding a new goal post at the playing fields - a smaller than current one - for the smaller children. PC unable to comment further until an idea of costs are known. Clerk to reply to request quotes and will then consider.

**Any other Business:**

- Grass cutting - following last month's meeting an email has been sent to NYCC regarding clarification of what areas will be cut and hedges maintained. As per protocol NYCC have 20 working days to respond. Email sent 19th February 2015. Response awaited
- Local Liaison Committee Meeting - feedback - little progress made. RW appointed as Chair. Main body of meeting taken by Ameycespa re progress on site. Attendees seeking clarification of section 106 - still not ready. Mitigating views of the site was a primary concern. RN / ND to request copy of the transport plan as concerns regarding the quarry traffic.
- Local Planning workshop - feedback - facilitated by Gary Bell (Chief Planner) and Michael Harrison (Member for Planning). Message gained was that HBC is under pressure to identify land for housebuilding. Most pressing PC action required was the issue of Local Green Spaces - villages can apply to have small areas that are important to the community designated as green spaces. Needs strong evidence to justify and has to meet certain criteria and must be submitted by 26<sup>th</sup> June 2015. To be an agenda item at the next meeting.
- Another PC has requested to meet with a member of PC to discuss the village design space. AL will meet with them.
- Notice board outside of village hall to be looked at as lock difficult and water seeping in.

**Date of the next meeting:** Thursday 2<sup>nd</sup> April 2015 at 7.30pm.

The meeting closed at 8.50pm

Signed ..... Dated .....



A meeting of Marton-cum-Grafton Parish Council was held in the Memorial Hall, Marton on Thursday, 2<sup>nd</sup> April March 2015 at 7.30pm

Present: Ms L Bullus (LB) (Chair), Mr N Duxbury (ND), Mr T Joynson (TJ), Mr R Naish (RN), Ms H Stuart (HS) Clerk

Apologies: County Cllr R Windass (RW), District Cllr A Alton (AA), Prof A Long (AL)

Members of the public present: 6

Declarations of Interest: RN - Holly Cottage

The minutes of the last meeting were signed and dated as a true and accurate record by LB.

County Issues: None

District Issues: None

Matters Arising:

1. Playing Fields

- Clerk to follow-up with RN for copies of the monthly inspection reports.
- PC proposed that a working group for the playground development is established. Clerk to liaise with those interested. PC discussed a cap of £5000 for match funding. Numerous grants are also available for additional funding.
- Second quote received for car park was significantly higher. RN to follow-up previous quote with Pave Scapes.
- RN has requested that the brambles to be attended to.

2. Village Shop

- Nothing to note.

3. Village Hall

- Back corridor painted.
- Treasurer has formally resigned. The Parish Council's thoughts are with his family.

4. Planning

- Ye Olde Punch Bowl Inn - **Listed Building** application for change of use of ancillary offices to office and store to include erection of glazed link and two storey extension, formation of hardstanding, relocation of gas tank and **various internal alterations** - Notice of planning decision - approved.
- Holly Cottage - Retention of residential annexe - the PC objected as the poor quality of the information presented meant they were unable to make an informed decision. Clerk to advise HBC.

Accounts:

In: Nil

Out: £547.31 Zurich Insurance £88.18 clerk salary & expenses £185.00 YLCA membership. Total £820.49

Audit 2014/2015 - papers received. Internal audit hoping to be presented by May meeting.

### Correspondence:

- YLCA communication - Transparency code for smaller authorities with an income of less than £25,000 will take effect from 1 April 2015. Full details can be found at: [https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/388541/Transparency\\_Code\\_for\\_Smaller\\_Authorities.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/388541/Transparency_Code_for_Smaller_Authorities.pdf). In summary, it alters the audit regime for the Parish Council and expects greater use of the website to publicise accounts and information. Clerk and TJ to liaise regarding exact information required and the frequency at which it needs to be publicised.
- Parking outside village school - update. Clerk has liaised with the Project Engineer in charge of school safety at Area 6 NYCC. They have undertaken a period of observation and have verbally agreed that yellow lines are required. The lead time for yellow lines however is significantly long and NYCC are unable to specify in the foreseeable future when these will be done. In the meantime, the Project Engineer has liaised with the traffic police and school regarding communication with parents reminding them not to park outside Reas Cottage highlighting that it is a traffic offence and the police will enforce this with infringement notices.
- Grass cutting - notification received from NYCC regarding changes to the highway grass cutting service.
  - **Rural roads** (all roads with a speed limit of 60mph) - no change.
  - **Urban roads** (all roads with speed limits of 40mph or less) therefore all roads within the village - significant changes. Parish Councils have been asked to undertake the grass cutting, including junction related visibility grass cutting, under their own arrangements. In return NYCC have proposed a payment at a rate of 10 pence per square metre for 2015/16 reducing to 6 pence in 2016/17 (but payment will only be made for those areas cut for visibility reasons). NYCC has identified an area of 610 square metres for Marton Cum Grafton equating to an annual payment of £304.78. PC agreed to take responsibility for grass cutting. RN to get quotes from local contractors. Clerk to inform NYCC of intention.

### Any other Business:

- Local Green Spaces - PCs can apply to have small areas that are important to the community designated as green spaces. Needs strong evidence to justify and has to meet certain criteria and must be submitted by 26<sup>th</sup> June 2015. "Watership Down" was proposed as a possible designated area. RN, TJ, ND to visit and consider.
- Hedge bordering Hilltop cottages, Marton overhanging the road - clerk to contact NYCC re request for it to be maintained.

Date of the next meeting: Wednesday 13th May 2015 at 7.00pm to include AGM/APM.

The meeting closed at 8.30pm

Signed ..... Dated .....

## **A meeting of Marton-cum-Grafton Parish Council was held in the Memorial Hall, Marton on Wednesday, 13th May 2015 at 7.20 pm**

**Present:** Ms L Bullus (LB) (Chair), Mr N Duxbury (ND), Prof A Long (AL), Mr R Naish (RN), District Cllr A Alton (AA), Ms H Stuart (HS) Clerk

**Apologies:** County Cllr R Windass (RW), Mr T Joynson (TJ)

**Members of the public present:** 8

**Declarations of Interest:** RN - Fir Cottage, Marton Cum Grafton

The minutes of the last meeting were signed and dated as a true and accurate record by LB.

**County Issues:** None

### **District Issues:**

Cllr Alton advised that the final quota for housing developments throughout Harrogate District is 621 approvals per annum. There will be a 6 week consultation period in the near future to be made public regarding proposed future sites. AA encouraged the PC and public to consult the plans once published. It is a Government requirement that there must be a 5 year housing supply plan in place at any one time.

### **Matters Arising:**

#### **1. Playing Fields**

- Woodlands Group to meet on Friday 22<sup>nd</sup> May at 6.30pm. All welcome.
- A working group of 4 parents has been established. First meeting to be set.
- Open gardens invited PC to submit a bid for a donation from the proceeds. PC recommends requesting an amount £1000.00. Clerk to draft submission.
- Ambulance service contacted and code registered for access. Notice required to be put in place.
- Weeds coming through tennis court and being addressed.
- RN will distribute the gravel currently at the playing fields to improve the parking area as an interim solution.

#### **2. Village Shop**

- Nothing to note.

#### **3. Village Hall**

- Annual inspection undertaken. Report received.
- PC thanked the Village Hall Committee for all their hard work in the previous 12 months.

#### 4. Planning

- Fir Tree Cottage - erection of two storey side and rear extension and single storey extension - no objection.
- Ye Olde Punch Bowl - notice of decision - approved.
- The Byres, Peach Tree Farm - Erection of single storey extension and formation of external access steps - inadequate plans, no access statement, visualisation poor. PC to object in the absence of more detailed plans.
- The Mill House, Thorny Hill Lane - Formation of new vehicular access and hardstanding and erection of boundary wall and gates - no objection.

#### Accounts:

In: £1200.00 Shop rent, £50.00 insurance contribution from shop, £1675.00 precept (1<sup>st</sup>) Total £2925.00

Out: £58.64 T3TC Ltd (web hosting) £60.00 HMRC £80.00 clerk salary. Total £198.64

The 2014/2015 accounts were presented. The internal auditor reported a surplus of £654 with income similar to 2014/15 and expenditure higher due to an increased audit fee and more expenditure on greens and paths around the tennis courts. Internal auditor recommends holding the £599 green waste surplus under general reserves. This was approved by the PC.

PC approved the accounts and thanked the internal auditor for his work.

The Auditors had indicated that the precept payment included in the 2013/14 return was incorrect and had requested this figure be adjusted in the 2014/15 return. In fact, the correct figure was included and a cover letter will be sent with this year's submission of accounts to clarify this.

Clerk to liaise with TJ to ensure accounts are placed on the village website in accordance with the Transparency Code.

#### Correspondence:

- Yorkshire air ambulance - request to install clothing bins - Clerk to suggest that they contact the pub regarding a possible location of the bins and highlight to them that the local residents do use the facility in Boroughbridge.
- Pathway to shop request - PC to look at site and consider possible options.
- LN wireless Broadband - PC to inform John Watson of the poor performance.
- Local Green Space consultation - PC do not have any suitable sites for submission
- Parking outside village school - following observation NYCC are considering double yellow lines. Correspondence has been received from residents living near the school raising concerns about the impact on them of double yellow lines. PC to liaise with school governors either at a future Governors meeting or to invite a representative to attend the next PC meeting.
- Majestic barn - neighbours corresponded with HBC requesting an action plan. HBC legal department have raised the order for it to be demolished. PC acknowledge that the area needs to be made safe but it is not PC property and HBC have a duty of care to ensure area is safe. RN to liaise with owner re action plan. PC to seek advice from YLCA re options and responsibility as a PC in situations such as these.

- YLCA service agreement 2015-16 - PC accept. Clerk to notify YLCA.
- HBC - bulb / wildflower scheme - daffodils requested.
- Village school re request for seating in woodland - two phase process proposed by PC. Seating area first then consider fire pit. To be considered and taken forward by the woodland project group.

**Any other Business:**

- Millfield - recent change of ownership. PC to write to new occupant to confirm the termination of the agreement held with the previous owner regarding parish council land.
- Grass cutting - areas to be reviewed by ND and Mr Popple.
- Liaison meeting held 12<sup>th</sup> May - attended by ND. No further information available on section 106 (funds to local communities). ND said that this was not acceptable and is pursuing further information.

**Date of the next meeting:** Thursday 4th June 2015 at 7.30pm

The meeting closed at 8.45pm

Signed ..... Dated .....

## **A meeting of Marton-cum-Grafton Parish Council was held in the Memorial Hall, Marton on Thursday, 4th June 2015 at 7.30 pm**

**Present:** Ms L Bullus (LB) (Chair), Prof A Long (AL), Mr R Naish (RN), Ms H Stuart (HS) Clerk

**Apologies:** County Cllr R Windass (RW), District Cllr A Alton (AA), Mr T Joynson (TJ), Mr N Duxbury (ND),

**Members of the public present:** 11

**Declarations of Interest:** None

The minutes of the last meeting were signed and dated as a true and accurate record by LB.

**County Issues:** None

**District Issues:** None

### **Matters Arising:**

#### 1. Playing Fields

- Designated dog bin required as during the summer months there is additional picnic waste. Clerk to order.
- Weeds and mare's tail to be addressed on and around the playground. Gravel on the edges also needs to be swept away. Frequent users of the playground are asked if they can take a broom on their next visit.
- Rabbits to be addressed.
- Woodlands Group met on Friday 22<sup>nd</sup> May at 6.30pm.
  - (i) Working party has started work on the Himalayan balsam. RN mowed some of the brambles and the field owned by the Parish.
  - (ii) Considered proposal re designated area for woodland school. Awaiting feedback from school.
  - (iii) Cricket club have agreed for the school to store items required for woodland activities in the cricket store.
  - (iv) Considering a footpath from school to woodland.
- Tennis courts mowed by RN.
- A working group of 4 parents has been established for updating the village playground. First meeting 10<sup>th</sup> June 2015. Bid to Open Gardens to be submitted.

#### 2. Village Shop

- Nothing to note.

#### 3. Village Hall

- Nothing to note.

#### 4. Planning

- **The Byres, Peach Tree Farm** - Erection of single storey extensions and formation of external access steps - no objections. Limited plans / details.
- **Telecommunications Mast** - removal of 7 antennas and installation of 3 replacement antennas. No objections.

#### 5. Parking outside the village school

PC received a letter from the school which was read out at the meeting. Objections / comments also heard from local residents. It was recognised that parking outside the school and lack of compliance from some parents / carers / extended family members is a serious safety issue, but also that double yellow lines would pose a serious inconvenience to property owners. It was acknowledged that putting double yellow lines outside will not completely stop the problem as it still needs to be enforced. It was suggested the demand for places is an opportunity for the school to use its influence to enforce the rules. However, the Governors responded that the admission policy does not allow them to prevent pupils attending the school when parents fail to comply with school policy.

As a compromise it was proposed to seek a single yellow line with a no stopping zone for before and after school pick up (one hour either side) term time only. School Governors and residents were in agreement that this was a reasonable solution. Clerk to liaise with Highways at Area 6.

#### Accounts:

In: Nil

Out: £69.00 Autela services £80.00 clerk salary. Total £149.00

The 2014/2015 accounts have been submitted to PKF Littlejohn. Clerk to liaise with TJ to ensure accounts are placed on the village website in accordance with the Transparency Code.

#### Correspondence:

- The PCC is looking for funding for a car park at the cemetery. £497.24 is available from commuted sums. PC to do a site visit and consider the proposal.
- Pathway to shop request - PC attended site and considered the request. The footpath on the opposite side is considered too narrow by the applicant, but the PC concluded that any path across the green would be no wider. Also the green has a significant gradient which could render it unsuitable. Clerk to inform resident who made the original request of PC decision.
- LN wireless Broadband - correspondence sent and received. Action has been, and continues to be, taken to try and improve the service by LN Broadband.
- Bus subsidy reduction - proposal circulated to residents. PC acknowledge the significant reduction in service and termination of the service at Poppleton park and ride. It was suggested the bus should be routed and timed to link with trains from Cattal. PC to respond to NYCC.
- Grass cutting - RN and Mike Popple undertook a survey of areas to be cut over and above those already being undertaken by the village volunteers. Adrian Morris



coming to meet RN and give a quote for regular work. NYCC carried out end of road splays.

**Any other Business:**

- Bike ride notification for 6<sup>th</sup> June. Advanced notices also displayed in and around the village.
- Majestic barn - RN has spoken to the owner and suggested putting it on the open market with terms attached. If barn is demolished RN consulted with HBC re making site safe. HACs have been requested to ensure this.
- Limebar Lane property - suspected permanent resident in situ. HBC to be informed.
- Grass cutting - verge opposite Old Smithy Farm/The White House not currently being cut due to inaccessibility. The grass is cut by volunteers who have difficulty using the mower on that area. If nearby residents could tackle this area with a strimmer then that would be much appreciated.

**Date of the next meeting:** Thursday 2<sup>nd</sup> July 2015 at 7.30pm

The meeting closed at 8.35pm

Signed ..... Dated .....

**A meeting of Marton-cum-Grafton Parish Council was held in the Memorial Hall, Marton on Thursday, 2<sup>nd</sup> July 2015 at 7.30 pm**

Present: Ms L Bullus (LB) (Chair), Prof A Long (AL), Mr R Naish (RN), Mr N Duxbury (ND), District Cllr A Alton (AA), County Cllr R Windass (RW), Ms H Stuart (HS) Clerk

Apologies: Mr T Joynson (TJ),

Members of the public present: 9

Declarations of Interest: None

The minutes of the last meeting were signed and dated as a true and accurate record by LB.

### **County Issues:**

RW was welcomed back. Carl Les has been elected Leader at NYCC in place of John Weighell. He is reintroducing a small allowance for Councillors to spend within their parishes.

Don Mckenzie from Harrogate is now in charge of Highways. Highways has started a more significant road repair programme, with surfaces being finished off in chippings.

Bus service - as a result of a reduction in bus subsidies the bus companies have indicated that it does not make the service viable. RW will put forward the principle of an integrated transport service in relation to coinciding the bus times with the train services from Cattal. The PC emphasized that an integrated transport should have an integrated ticket. RW to take this issue / questions forward.

Allerton Park progressing. There has been a difference of opinion as to what was promised to nearby residents, which had not been minuted. Accurate minutes now being taken at each liaison meeting.

RW stated that he was aware of the issues surrounding the parking outside of the school and had received objections to double yellow lines. The Chair advised RW that at the last meeting a compromise had been agreed with residents and the school and the PC was in liaison with Area 6 NYCC regarding this.

Resident requested RW to follow-up with Area 6 re maintenance of verges at traffic intersections. RW will email Area 6.

### **District Issues:**

AA reported on a meeting regarding the new council buildings. The current financial situation indicates that HBC will require to borrow funds to supplement this.

HBC's proposed new housing consultation commences 17<sup>th</sup> July. Members of the public encouraged to attend consultations, which will be held at several locations, with the aim of having the plan adopted by Spring 2018.

## Matters Arising:

### 1. Playing Fields

- Clerk to order dog bin.
- Open Gardens - a bid for £1500.00 has been submitted for the playground.
- A working group of 4 parents (Heidi Beattie, Phillipa Cook, Georgina O'Connor and Heather Stuart) has been established for updating the village playground. They have been informed of the services offered by Groundworks.org. Groundworks is a charity, not-for profit organisation that offers a bespoke service and will include support around public consultation, production of suitable designs or plans, tendering the works and managing the project as well as securing the necessary funding.

This is all provided for a fee of 10% of the project value and comes out of the funding secured at no additional cost to the association.

Groundworks have found that this service is the best for many community led committees as they are able to bring in the professional support needed without putting extra pressure on the chair, the secretary or other individual volunteers.

The Working Group proposed that the Parish Council engage with Groundworks in order to proceed with the village playground re-development. The PC endorsed the proposal.

Groundworks also offer a similar service for woodland areas. Clerk to pass on details to woodland group.

- Proposed woodland area for school request received for an outdoor classroom. Correspondence received from the school regarding details and location. PC to discuss site options with the school.

### 2. Village Shop

- Nothing to note.

### 3. Village Hall

- Nothing to note.

### 4. Planning

- **Holly Cottage** – retention of residential annexe – notice of decision refused
- **Grafton Lodge Farm** – erection of single storey extension – no objections
- **The Mill House** – application withdrawn

### 5. Parking outside the village school

Following last month's meeting communication has been had with Area 6 NYCC regarding the proposal for single yellow lines, term time only, for one hour before and after school drop off and pick up. Clerk has been liaising with a Project Engineer for highways. They will go ahead with the long term solution of single yellow lines but in the interim Area 6 are in communication with the police for a short term solution. To install the yellow lines can take up to or over a year due to the legal

implications and processes that need to be undertaken. The Clerk will ask for regular updates from Area 6.

Information regarding the incidences where children have been hurt have been passed onto Area 6 as per their request.

The Parish Council reiterated that “naming and shaming” should be encouraged and any evidence / photo of registration plate of vehicles obstructing the pathway should be put into the weekly newsletter. School is also encouraged to address all parents / carers in a designated letter highlighting the parking “rules” at start of the new term in September.

## 6. Proposed Land swap

RN advised that the PC had considered a land swap, in order to acquire some land that is currently owned by a resident to facilitate a direct footpath from school into the woodland area. Time constraints however will not permit this prior to the proposed sale of the land. The school has therefore approached the owners regarding purchasing a three metre stretch of land to facilitate access via the parish meadow. The children - and any resident - can already walk through the meadow which is in parish ownership. In the event that any land swap becomes a possibility, the PC would arrange an extraordinary meeting to consult the residents and seek their views.

## Accounts:

In: £3.39 - Northern Electric

Out: £60 HMRC £33.48 Websters - tennis court pathway £80.00 clerk salary. Total £173.48

## Correspondence:

- Changes to Supplementary Planned Documents (SPD) - correspondence from HBC. A ministerial statement issued by the Government on 28 November 2014 has resulted in changes concerning the ability of local planning authorities to impose planning obligations (including commuted sums) on small scale developers, custom and self builders. It sets out specific circumstances where developer contributions for affordable and tariff style planning obligations should not be sought by local planning authorities from residential developments. In relation to Marton Cum Grafton (designated rural area) local planning authorities may choose not to seek contributions from 5 units or less (10 units or less in urban areas). No affordable housing or tariff-style contributions should then be sought from these developments. The long term impact will be a reduction in available commuted sums.
- Millfield - It was noted that new residents in Millfield had, in a similar way to many residents in the village, volunteered to keep tidy the grass area along the boundary of their property.
- Email re: creaking trees - a resident has expressed their concern regarding the noise the trees are making in the woodland area on Thorny Hill Lane in high winds. TJ has

been to investigate but was unable to comment as it was not windy at the time. The Parish Council has received an email from a resident who is an arborist that advised that “trees are dynamic organisms that have adapted to bend in winds, this can often manifest itself in wood sinews expanding and contracting that leads to creaking, this is normal”. TJ will investigate again in times of high winds.

- Enforcement noticed re The Paddock - Limebar Lane - received by HBC and being investigated.
- Awards for communities - NYCC are inviting nominations for a new Community Awards Scheme which will honour projects, groups and individuals. Further information, eligibility criteria can be found at <http://www.northyorks.gov.uk/communityawards>. If anyone would like to nominate an individual / group / project please advise the Clerk.
- YLCA template rules - guidance has been received regarding the effective management of recording at local council and parish meetings as part of being committed to being open and transparent in the way it conducts its decision making. The Parish Council elected to adopt these rules and a note will be placed onto the PC website.
- Majestic barn - the owner is now liaising with Lister Haigh Estate Agency regarding future sale and /or independent demolition of the barn. The PC is concerned that this risks additional delays, in view of the unsafe condition of the building.
- The PCC is looking for funding for widening a strip to facilitate parking and accessibility of hearses at the cemetery. £497.24 is available from commuted sums. PC attended a site visit. Total quote for works is £1998. HBC to be approached for commuted sums. PC endorsed a proposal to match the commuted sums of £497.24 as a one off payment. PCC should seek approval from Highways before proceeding.
- HBC annual independent playground inspection. Cost £60 inc VAT. Parish Council agreed to be included. Clerk to inform HBC.

#### **Any other Business:**

None

#### **The Chair opened the meeting to the public:**

Majestic Barn - public concern that despite the building being deemed unsafe it remains in situ and now the proposal that an agent is involved could delay it even further. PC to consult with HBC again regarding urgency. AA has already been consulted regarding this case.

Clerk to write to HBC insurance company that there is a potential claim/liability responsibility from HBC perspective.

**Date of the next meeting:** Thursday 3<sup>rd</sup> September 2015 at 7.30pm

The meeting closed at 8.28 pm

Signed ..... Dated .....

**A meeting of Marton-cum-Grafton Parish Council was held in the Memorial Hall, Marton on Thursday, 3<sup>rd</sup> September 2015 at 7.30 pm**

Present: Ms L Bullus (LB) (Chair), Prof A Long (AL), Mr R Naish (RN), Mr N Duxbury (ND), Mr T Joynson (TJ), Ms H Stuart (HS) Clerk

Apologies: County Cllr R Windass (RW), District Cllr A Alton (AA),

Members of the public present: 6

Declarations of Interest: None

The minutes of the last meeting were signed and dated as a true and accurate record by LB.

**County Issues:** Nil

**District Issues:** Nil

### **Matters Arising:**

#### 1. Playing Fields

- After an extremely successful event, the Open Gardens Committee have very generously donated £2000.00 towards the village playground renovation. The PC wished to acknowledge the tremendous amount of work the Committee had put into such a successful day.
- Update from playground working group - the Clerk advised that a questionnaire has been circulated to all residents in both electronic and hard copy format in order to try and ascertain what residents would like the playground to include and their needs. A closing date of 30<sup>th</sup> September has been set to allow analysis of information, quotes to be obtained and decision made prior to submission for funding applications at the end of December. Paul Varney of Groundworks is working in close partnership with the working group and has been invaluable.
- Work clearing the Himalayan Balsam went well. Spraying appears to help and the project will continue next year. The PC wished to thank the volunteers for all their help in particular Rob Shepherd for leading and co-ordinating the work.

#### 2. Village Shop

- Nothing to note.

#### 3. Village Hall

- Nothing to note.

#### 4. Planning

- **Holly Cottage** - planning enforcement complaint - possible breach of planning.
- **Holly Cottage** - retention of residential annexe - refused by HBC
- **Holly Cottage** - "stable annexe" - no PC objections to revised plan
- **Grafton Lodge Farm** - erection of single storey extension - approved by HBC
- **Grafton Lodge Farm** - formation of curtilage - no objection from PC
- **The Mill House** - application withdrawn
- **The Byres, Peach Tree Farm** - approved by HBC

#### 5. Clerk Salary

LB proposed, TJ seconded and all approved to increase salary to £1500.00 per annum to reflect the amount of hours involved and to bring in line with current pay structure for a Clerk's position, with effect from 1<sup>st</sup> September 2015. Clerk to advise Autela Payroll services accordingly.

## Accounts:

PC have been advised by PKJ Littlejohn, Auditors, that both the 2013/14 and 2014/15 audit submissions erroneously included the council tax support grant in with the precept total. The PC was unaware of a change requiring the separation of these figures effective two years ago. The PC has elected to accept that the error will be recorded rather than pay a fee for the papers to be returned and corrected considering the amount in question is minimal. The internal auditor has taken note for future submissions.

In: £180.00 - Village Hall Committee

Out: £184.62 HMRC(VAT)  
£216.00 Boroughbridge Plumbing & Heating  
£168.51 Salary & expenses (Jul & Aug 2015).  
£2000.00 Open Gardens Committee

**Total: £2569.13**

## Correspondence:

- 142/143 bus service reduction consultation - the PC agreed to endorse the first part of a proposal from Green Hammerton PC - highlighting the potential impact of reduced services, long waits and the service terminating at Poppleton Park and Ride. It was agreed a joint response would have greater impact.
- Proposed reductions - service 142,143 - HBC review of tenders nomination - AL agreed to act as the PC representative for this - Clerk to advise HBC
- NYCC Local Transport plan consultation (LTP4) -statutory duty to have and main a local transport plan. The main objectives are to contribute to:
  - o Economic growth
  - o Environment and climate change
  - o Road safety
  - o Healthier travel
  - o Access to services

The PC did not have anything specific to add to the consultation. Clerk to complete questionnaire on behalf of the PC.

- Harrogate District Local Plan: issues and options consultation - details of consultation circulated to residents and displayed on notice boards. Individuals could respond individually. PC has also responded and a copy is included with the minutes.
- North Yorkshire Fire and Rescue authority consultation - data shows fewer incidents and level of risk falling therefore proposing to replace one standard vehicle with a tactical response unit as a cost saving exercise. LB to seek more information prior to responding.
- YLCA - advice received to amend standing orders relating to Public Contracts Regulations 2015. PC currently do not procure any public service contracts but will add to Standing Orders to ensure that the PC will abide by act should it be appropriate. Clerk to add to Standing Orders
- Neighbourhood Development plan (NDP)- The PC discussed whether it would be of value to pursue such a plan, or whether it would be possible to adapt the village design statement. PC to discuss further.
- Autela Payroll services - PC have been request to nominate an auto enrolment administrator in respect of the employee's pension legislation. PC endorsed Autela to act on PC behalf.



- NYCC Highways Capital Programme 2016/17. Roads to have approved works undertaken are Thorny Hill Lane and LimeBar Lane under the 2016/17 budget.
- Limebar lane road repairs - resident email. Work undertaken is welcomed, but degrading adjacent areas have been left untouched. NYCC to be informed by clerk.
- Parish Consultation meetings for 2015 (HBC) - PC will seek HBC's confirmation that they will protect the A168 from ribbon development. LB to draft question for submission. ND & TJ to attend meeting on 21<sup>st</sup> September 2015.
- Police & Crime Commissioner surgery - Thursday 17<sup>th</sup> Sept. Ron Sneddon to also be advised as Neighbour Hood watch representative.
- Electoral review (HBC) - correspondence has been received from HBC advising that they are currently undertaking a review of ward boundaries and as a result there is a potential for some boundaries to change. Parish boundaries will not change however the outcome of the review could impact on the borough ward in which parishes find themselves and also the size and name of that ward. Final recommendations are expected in November 2016 for implementation in 2018.
- Notification has been received from HBC advising that canvassers are required for preparing the Register of Electors within the Parish. Clerk to place notice on notice boards and circulate to residents.

**Any other Business:**

- Local Liaison meeting (re incinerator) - ND attending - 29<sup>th</sup> Sept. Section 106 budget details expected. ND to email NYCC requesting information to be available at this meeting.
- Grass cutting - Morrisons undertook cutting throughout the village earlier in the summer. It is believed that NYCC only undertook road splays. Reas Lane and Gallabar Lane obstructing and need to be done again. Clerk to inform NYCC. RN to contact Morrisons to undertake a final cut before winter throughout the village.
- Majestic Barn - owner has instructed the contractors to undertake the demolition. Actual date of works awaited.

**Date of the next meeting:** Thursday 1<sup>st</sup> October 2015 at 7.30pm

The meeting closed at 8.25 pm

Signed ..... Dated .....

## **A meeting of Marton-cum-Grafton Parish Council was held in the Memorial Hall, Marton on Thursday, 1<sup>st</sup> October 2015 at 7.30 pm**

**Present:** Ms L Bullus (LB) (Chair), Mr N Duxbury (ND), Prof A Long (AL), Mr R Naish (RN), Ms H Stuart (HS) Clerk

**Apologies:** District Cllr A Alton (AA), County Cllr Robert Windass (RW), Mr T Joynson

**Members of the public present: 8**

**Declarations of Interest:** None

The minutes of the last meeting were signed and dated as a true and accurate record by LB.

**County Issues:** Nil

District Issues: Nil

### **Matters Arising:**

#### 1. Playing Fields

- Annual inspection report noted by Parish Council. All points noted and are reported to be low risk. In view of the proposed Playground upgrade PC have decided not to action anything and await for the playground to be renovated.
- Village Playground Working Group - the questionnaires have been returned and the group have received circa of 50 replies. These are now to be sent to Groundworks for analysis. Groundworks will present the findings and proposed design requirements to PC at next month's meeting.

#### 2. Village Shop

- Nothing to note.

#### 3. Village Hall

- Nothing to note

#### 4. Planning

1. **Holly Cottage** - "stable annexe" - notice of decision - approved by HBC

2. **Holly Cottage** - planning enforcement complaint - noted by PC

3. **Rougham Farm** - request to change use of agricultural buildings to 2 dwellings. The PC had no objection but sought confirmation that the properties would be used by agricultural workers and be subject to an Ag Tag.

### **Accounts:**

The 2014/2015 end of year return has been received back from the External Auditors. PC noted the comment that the grant making up the precept should be written in a different box and will ensure that this is correctly shown in the 2015/16 return. Clerk to display accounts as per guidance.

In: Precept £1619 Grant £56 Shop rent £1200 Total = £2875

Out: HBC playground inspection £60, HMRC £65, Salary £100 = £225

### Correspondence:

- Majestic Barn - work in progress by HACS to secure the barn as per conservation officer.
- PC1300 Sue Brooks retirement - replacement yet to be appointed. PC would like to invite the new appointee (once advised) to a meeting.
- Payroll Processes and charges April 2016 - the PC noted the increase in monthly charges from 1<sup>st</sup> April and then the “staging date” for Auto Enrolment Pensions. As a result, from 1<sup>st</sup> April monthly charges will be £6.50 increasing to approx £9.23 from staging date (date of which is to be confirmed).
- Bus subsidy route 142 & 143 update - can now be retained at current levels. Transdev have made a commitment to grow passenger numbers on service 142 and 143 alongside the expansion of their commercial routes including a new service between Boroughbridge, Knaresborough and Harrogate. As a result the timetable for service 142 and 143 can be retained at their present level and has been removed from NYCC ‘s proposed service reductions from April 2016
- Election Cycle Consultation (HBC) - HBC is consulting on how often elections for councilors should take place; either change to “whole” council elections every four years starting in May 2018 or retain the existing system of election “thirds”. The Chair advised that a full explanation of the proposed changes is available on the HBC website. In summary:
  - Reasons for “third”:- regular turnover of members
    - Voters can react quicker to local circumstances
    - Encourages habit of voting
    - Cost = £570K
  - Reason for “whole” - gives council a 4yr mandate
    - Clearer appointment for voters to change political make-up
    - Cost = £190K

PC endorsed supporting the proposal to change to “whole” council elections (every 4 years), particularly in view of potential cost saving. Clerk to feedback decision to HBC.

- Smaller Authorities Transparency Code applications for funding - the YLCA have advised the PC that the Government has created a fund to help facilitate smaller authorities meet the requirements of the Transparency Code for costs associated with purchase of IT equipment (e.g.laptop, printers) websites, internet access, staff training. In view of the current Village website managed by TJ it was deemed unnecessary to apply for any further funding. Clerk to liaise with TJ to adjust website to meet the requirements of the code.
- HBC District Panel Questionnaire - request to complete the final district panel survey of 2015. The topics for the survey are: Financial Budget, Community Safety, and Trees and Woodlands. Chair will complete questionnaire on PC’s behalf, highlighting

its concern at the rigid stance sometimes adopted by the tree officer in refusing to consider removal of oversized trees such as willows, and the attachment of inappropriate tree preservation orders.

- Parish Online renewal - PC endorsed the renewal.
- Zurich Insurance - the PC have received notification that as a result of the Summer Budget the rate of insurance tax premium will increase from 6% to 9.5% from 1<sup>st</sup> April 2016.

#### **Any other Business:**

- HBC Parish Consultation Meeting feedback - ND attended. The PC had sought assurance that HBC did not plan ribbon development along the A168. Ferrensby PC submitted a similar question. HBC's response is set out below, but appears to focus on housing and was not felt to address the issue of potential creeping commercial development:

“The Council is required to determine planning applications in accordance with the Development Plan unless other material considerations indicate otherwise. For many years the Council has used development and infill limits around many of the District's settlements to distinguish existing built up areas, and proposed areas for development, from those areas defined as countryside where development should be strictly controlled.

The Council has now started work on preparing a new Local Plan for the District which will set out how much, and where land should be provided to accommodate the new homes and jobs that are needed up to 2035. The new Local Plan will also look to protect and enhance the high quality natural and built environment. The recent public consultation on issues and options is an important step in working towards a preferred approach to growth and included a section on development limits. The results of the consultation will be considered in the ongoing work to prepare and publish a draft Local Plan in the summer of next year which will set out policies to ensure that development will be sustainable and that the environment will be protected.”

- Local Liaison meeting (Allerton Park) feedback - ND and RN attended. Plans for section 106 have been put forward. Two Ridings Community Foundation Charity appointed for this purpose. ND to follow-up regarding process for seeking funds and T&Cs of agreement with Charity and to ensure that these meet the original terms in the Section 106 contract.
- ND declared that he was putting himself forward as a Harrogate Councillor.
- RN has requested Morrisons to undertake another grass cut before winter.

#### **The meeting was opened to the public:**

- Residents have reported they are unable to complete village walk. To be reported to NYCC footpath officer by Clerk.

**Date of the next meeting:** Thursday 5<sup>th</sup> November 2015 at 7.30pm

The meeting closed at 8.25 p.m.

Signed ..... Dated .....

## **A meeting of Marton-cum-Grafton Parish Council was held in the Memorial Hall, Marton on Thursday, 5<sup>th</sup> November 2015 at 7.30 pm**

**Present:** Ms L Bullus (LB) (Chair), Prof A Long (AL), Mr R Naish (RN), Mr T Joynson , District Cllr A Alton (AA), Ms H Stuart (HS) Clerk

**Apologies:** Mr N Duxbury (ND), Cllr R Windass

**Members of the public present:** 16

### **Declarations of Interest:**

The minutes of the last meeting were signed and dated as a true and accurate record by LB.

**County Issues:** None

### **District Issues:**

Green waste - last collections for the year will be the last week November/1<sup>st</sup> week of December and will recommence towards the end of March 2016.

Green Waste Consultation - Only 70% of households currently benefit from a green waste collection service. HBC cannot afford to extend the service: options are to cancel, to charge everyone via Council Tax or (preferred option) to charge users £39 per annum. Public consultation currently in progress available on HBC website. Clerk to circulate to residents. If the proposed charge takes effect it will become operational April 2017.

Devolution - models proposed. Nothing decided as yet. See information under Correspondence (below).

Proposed changes to electoral wards: The number of Councillors potentially could drop from 54 to 40, with a likely 4 year election cycle.

New housing development plan previously proposed was 856 houses per year. This reduced to 621 per year to provide the required 5 year planning supply. Following an independent review a revised number of 518 is now proposed which should allow 6.3yr planning supply. This is the new level HBC planning is now working towards.

### **Matters Arising:**

#### **1. Playing Fields**

- Access to playing fields - proposal from School governors regarding school only access to parish land endorsed by PC (see attached plan).
- Presentation following playground survey, from Paul Varney GroundWork (see attached)
- Woodlands group/Outdoor playground proposal - Rob Shepherd presented the following information to the PC

*“The objectives (‘the Objectives’) of the Committee are to plan, oversee and make arrangements for the management of the woodlands surrounding and adjacent to the playing fields in the village of Marton cum Grafton. These woodlands are owned by the Marton cum Grafton Parish Council who have requested that the Committee undertake the management of the area on its behalf. The Committee will report to the Parish Council as and when required.*”

*The woodlands are to be managed to promote ecological diversity, to encourage access and to provide amenity to the residents of the village and the general public.”*

- The School has requested an outdoor classroom and the Woodlands Group are leading this project on their behalf. Awards for All application is to be submitted for this. Planning permission is not required as on parish council recreation land. Parish Council may require to be owners of the outdoor classroom in terms of liability insurance. The PC acknowledged that there will be some ongoing maintenance but hopefully this will be shared between the Woodland group and parish council. The PC endorsed the proposal.
- Allerton Park Landscape and Cultural Heritage Fund - Two Ridings CEO is attending next PC meeting. Various proposals will be considered by the PC and residents will be consulted. Information briefing is being held in the village hall next week - Clerk to circulate the flyer to residents.

## 2.Village Shop

- Helen has also taken ownership of Whixley village shop. PC wish her well on this new business venture

## 3.Village Hall

- Large repair of boiler required. PC to reclaim VAT.

## 4.Planning

- **Glen Garth** - variation of condition 2 of planning permission 6.71.184.FUL - no objections
- **Rougham farm** - HBC notice of decision - approved.

## Accounts:

In: £351.78 - Village Hall Contribution for Boroughbridge Plumbing and Heating

Out: £147.60	- Dog Bin
£20	- Autela Services
£422.14	- Boroughbridge Plumbing and Heating
£100	- clerk salary
£290	- Playing fields grass cutting for Cricket Club
<b>£979.74</b>	<b>Total</b>

Precept for 2016/17 - the PC's finances were reviewed and it was agreed that no increase was required for the next fiscal year. Clerk to submit application form to HBC.

**Correspondence:**

- HBC Devolution WebPages - The Government is encouraging local authorities to combine and appoint a directly elected mayor, thus devolving power. HBC has expressed an interest in three bids: (1) City of York, N Yorks and East Riding (2) Leeds City Region (3) Greater Yorkshire.
- NYCC re Footway Lighting maintenance - not considered applicable to Parish Council.
- HBC Commuted sums application - cemetery car park - approved however PCC are looking at seeking funds from alternative sources.
- Redevelopment of Claro House - not discussed. Await feedback from next LLWP liaison group meeting on 24<sup>th</sup> November 2015
- NYCC Local Transport Plan LTP4 - draft plan - consultation open until end of November 2016-2045. Link to be circulated for individuals to respond independently.

**Any other Business:**

- Residents requested not to encourage cold calling.

**Date of the next meeting:** 3<sup>rd</sup> December 2015 at 7.00pm

The meeting closed at 9.20 p.m.

Signed ..... Dated .....



## **A meeting of Marton-cum-Grafton Parish Council was held in the Memorial Hall, Marton on Thursday, 3rd December 2015 at 7.00 pm**

**Present:** Ms L Bullus (LB) (Chair), Prof A Long (AL), Mr R Naish (RN), Mr N Duxbury (ND), Ms H Stuart (HS) Clerk

**Apologies:** Cllr R Windass, (RW), District Cllr A Alton (AA),

**Members of the public present:** 16

**Declarations of Interest:** None

The minutes of the last meeting were signed and dated as a true and accurate record by LB.

**County Issues:** None

**District Issues:** None

**Matters Arising:**

### **1. Playing Fields**

- Village Playground group presented the tenders that had been submitted by four companies for the Parish Council's consideration. The attached evaluation report was discussed. The Chair proposed to endorse the tender submitted by HAGS. This was seconded by RN and unanimously approved. Paul Varney of GroundWork North Yorkshire will proceed with submitting applications in consultation with the Village Playground working group on behalf of the Parish Council.
- Allerton Waste Recovery Park Landscape and Cultural Heritage Fund - a presentation was given by Jan Garrill (Chief Executive, Two Ridings Community Foundation). See attached for full details.
- The Parish Council are considering applying for funds for a number of projects including action to tackle the spread of Himalayan balsam and air quality monitoring. No projects have yet been formally submitted.

### **2. Village Shop**

- Nothing to note.

### **3. Village Hall**

- Nothing to note.

### **4. Planning**

- **McG C of E Primary School** - erection of fencing, gate, ramp & access steps - no objections

## Accounts:

In: £0

Out: £1399.26 (£1140.00 Dalton Enterprise, £148.40 VAT return (HMRC), £110.86 clerk salary & expenses)

## Correspondence:

- Autela - Auto Enrolment Pension Scheme - PC elected to nominate NEST.
- NYCC - Minerals and Waste Joint plan - preferred options consultation - AL to complete on behalf of the PC.
- Harrogate District Local Plan: the chair summarised this document. The Draft Development Management Policies Consultation is available on <http://consult.harrogate.gov.uk>. This has also been circulated to residents prior to this meeting.

## Any other Business:

- AWRP Liaison meeting feedback has been received from Zoe Hartley-Metcalf:
  - The buildings are starting to take shape and are now being built
  - The main stack will be in place June /July 2016
  - Claro House has been demolished (deemed necessary after a structural survey)
    - Going out to tender for construction of the works
    - Works to construct start mid February
    - 7 bats have been rehoused in a nearby tree
    - The new build will be 100% renewable energy
    - 50% of the bricks etc have been salvaged and will be reused in the new build
  - Issues over litter at the entrance to the site are being addressed.
  - Wheel wash working and some roads on site are being tarmac-ed this week to lessen the amount of mud on the A168
- NYCC to be informed of verge damage as a result of recent harvesting on Braimber Lane as this a hazard.
- Bulb planting - the PC thanked Rob Lewis for kindly planting the bulbs within the village. They have been planted around the speed limit signs and with consideration to the areas that need easy access for mowing. Bulb numbers were limited so if more become available these will be planted in Marton.

**Date of the next meeting:** 7<sup>th</sup> January 2016 at 7.30pm

The meeting closed at 7.55 p.m.

Signed ..... Dated .....