

HAMPSTHWAITE PARISH COUNCIL

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www.hampsthwaite.org.uk/parishcouncil



Minutes of the meeting of the ordinary meeting of The HAMPSTHWAITE PARISH COUNCIL (HPC) on Monday 9th September 2019 in The Village Room, 21 High Street, Hampsthwaite, HG3 2EP

Present:

Councillor H Brown, Councillor G Howard, Councillor J Fairfoot, Councillor D Collett, Councillor J Jennings, Councillor J Backhouse. Councillor C Mounsey.

		Action
1.	<u>Apologies:</u>	
a.	<i>To Note Apologies and Approve Reasons for Absence</i>	
	None received	
2.	<u>To Note any Declaration of Interest:</u>	
a.	<i>To Approve Dispensation Requests</i>	
	None received	
b.	<i>To Note Declarations of Interests not already declared under members Code of Conduct or members register of Disclosable Pecuniary Interests</i>	
	None Received	
3.	<u>Public Participation:</u>	
	No Residents present	
	7.30pm	
4.	<u>To Receive reports from North Yorkshire Council Councillor and Harrogate Borough Council</u>	<i>Clerk to contact</i>
	Michael Harrison not in attendance	
5.	<u>Minutes:</u>	
a.	<i>To Approve Minutes of the Ordinary Meeting of Hampsthwaite Parish Council held on 12th August 2019 as a true and accurate record of that meeting</i>	
	Amendments – Item 47 change wording – architecture to archaeology	
	It was agreed that once these Amendments have been made the minutes will be signed at the October Meeting. Proposed by Cllr. Collett & seconded by Cllr. Fairfoot	<i>Clerk</i>
6.	<u>Planning</u>	
a.	<u>To Consider the planning applications received.</u>	
	6.92.190.B.FUL	
	It was noted no objections	<i>Clerk</i>
b.	<u>To Note HBC Planning Decision Notices received</u>	
	19/02685/FUL – 14 Hollins Lane	
c.	<u>To Consider any further planning/enforcement matters</u>	
	Enforcement – Lane Adjacent to Cruet Farm, Hollins Lane	
	It was noted to wait for clarification	
d.	<u>To Consider any action required for the Local Plan Revision Consultation</u>	
	It was resolved to carry this forward	<i>Cllr Brown</i>
7.	<u>Finance</u>	

a.	<u>To approve payments as detailed in Appendix 1</u>																						
	<u>Expenditure</u> <table> <thead> <tr> <th>Name</th><th>Purpose</th><th>Amount</th></tr> </thead> <tbody> <tr> <td>167 Ray Skelton</td><td>August Grass Cutting</td><td>£526.28</td></tr> <tr> <td>9 Mr G Blakemore</td><td>New Padlocks for play field</td><td>£ 28.55</td></tr> <tr> <td>168 YLCA</td><td>Cllr Mounsey Training</td><td>£115.00</td></tr> <tr> <td>0 YLCA</td><td>Cllr Fairfoot Training</td><td>£ 80.00</td></tr> <tr> <td>168 Mr J Fairfoot</td><td>More new Padlocks</td><td>£ 46.84</td></tr> <tr> <td>1 Dr M Nami</td><td>HAG Website & email Account</td><td>£148.89</td></tr> </tbody> </table> <p>168 It was resolved to settle the above payments and cheques were written & signed in 2 the meeting 168 3 168 4</p>	Name	Purpose	Amount	167 Ray Skelton	August Grass Cutting	£526.28	9 Mr G Blakemore	New Padlocks for play field	£ 28.55	168 YLCA	Cllr Mounsey Training	£115.00	0 YLCA	Cllr Fairfoot Training	£ 80.00	168 Mr J Fairfoot	More new Padlocks	£ 46.84	1 Dr M Nami	HAG Website & email Account	£148.89	
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b.	<u>To Approve Bank Reconciliation Statement to 31 August 2019</u>																						
	It was resolved to approve the above accounts Proposed by Cllr Fairfoot, Seconded by Cllr Mounsey																						
c.	<u>To consider quotes for designated HPC Website and email addresses</u>																						
	<p>It was resolved to appoint the Town and Parish Councils Website company – subject to feedback from local parish councils.</p> <p>It was resolved that in the absence of the Clerk Cllrs Brown & Cllr Mounsey took this forward.</p> <p>It was resolved that a new Clerk once appointed would administer the website.</p> <p>Proposed by Cllr. Collett, Seconded by Cllr Fairfoot</p>	<i>Cllr. Mounsey</i>																					
d.	<u>To consider installation of “post box” on Village Rooms outside wall</u> It was resolved to carry this forward	<i>Clerk</i>																					
e.	<u>Correspondence to H.A.G.</u> Letter has been drafted & sent for Legal Advice	<i>Cllr. Brown</i>																					
f.	<u>To consider HPC budget provision as against current income & expenditure</u> Discussed & agreed that further amendments were to be made.	<i>Cllr. Fairfoot</i>																					
g.	<u>To consider activities re: UCI Cycle Race & HPC contribution</u> All agreed & Cllr. Brown signed the application to open an account with HSS Hire and make the order	<i>Clerk</i>																					
h.	<u>To approve fencing requirements at the play area</u> £500 agreed for edge of field Play area fencing – get quote Extensions for cabins – get quote & confirm Commuted Sums will cover the cost. Playdale Invoice to go to Sean Wright (HBC)	<i>Clerk</i>																					
i.	<u>To receive from Cllr Backhouse detailed invoice for works on Medieval Way in February 2019</u> Matter resolved																						
j.	<u>To consider payments for emptying Dog Waste Bin on Church Lane</u> Can't pay the church directly. It was resolved to pay R. Inman to empty bin. Proposed by Cllr Brown, Seconded by Cllr Howard £50 payment due immediately. Then £100 p.a. (from April 2020) Proposed by Cllr. Backhouse, Seconded by Cllr Collett.	<i>Clerk</i>																					
k.	<u>To note expenses for Miss N Moorcroft</u> It was confirmed that an overpayment had been refunded to HPC bank account																						

8.	<u>Hampsthwaite Parish Council Administration Matters</u>	
a.	<u>To consider HPC Internal Audit Report & necessary actions to address matters raised.</u> The Internal Audit was discussed and it was agreed that all items required for compliance would be addressed under the work plan.	<i>Clerk</i>
b.	<u>To approve a timetable for development of HPC asset register/schedule</u> It was resolved to circulate the existing plan, as created by Cllr. Howard. Clarify ownership of assets and amend plan as necessary.	<i>Clerk Cllr. Howard</i>
c.	<u>To consider necessary action re: Feast Cabins</u> For insurance purposes the PC now officially own the Feast Cabins Develop a plan of action to ensure that the cabins were fit for purpose e.g. fire safety, PAT testing etc. Feast Cabin Agreement and Football Agreement sent to YLCA for advice	
9.	<u>Councillor Activities</u>	
a.	<u>To note reports from outside bodies, councillor activities and training</u> It was resolved to ask NYCC to lay down matting near Medieval Way	<i>Cllr. Howard</i>
b.	<u>To consider Councillors Communication with Outside Bodies</u> Cllr. Brown confirmed that no councillor has authority to act on behalf of the Parish Council, issue orders, instructions or directions unless duly authorised and minuted in a meeting. Any communication from the Parish Council to outside bodies must go through the Clerk after discussion & agreement at a meeting.	
c.	<u>To receive report from Cllrs. Collett & Mounsey re: YLCA New Councillor Training</u> Report received	
d.	<u>To consider any action required arising from item 9 (a)</u> None	
e.	<u>To note VE Day celebrations</u> Noted correspondence received from NALC re national celebrations	
10.	<u>Highways</u>	
a.	<u>To consider ongoing/current Highway issues</u> Hollins Lane cascading waters/flooding Pot Hole on Church Lane outside Thimbleby House	
b.	<u>To approve necessary action with regards to the above</u> It was resolved to ask Michael Harrison what is happening re Hollins Lane It was resolved that the Clerk would write to Highways re the pot hole	<i>Clerk</i>
11.	<u>To note correspondence received</u>	
a.	<u>To note correspondence received from English Heritage re: The Medieval Way</u> None received	
b.	<u>To consider response from HBC re NYCC Highways Lane at The Medieval Way</u> See 9 a)	<i>GH</i>
c.	<u>To discuss 'CIL' Draft Charging Schedule</u> Discussed & noted that no action required at this time.	
12.	<u>To note matters for information and items for next monthly meeting agenda</u> Next Agenda: Insurance, Medieval Way, Website	
13.	<u>To confirm date, time and venue for next ordinary meeting of the Hampsthwaite Parish Council</u> It was resolved that the next ordinary meeting of HPC is held on Monday 14 th October 2019, commencing at 7.15pm in the Village Rooms, 21 High Street, Hampsthwaite, HG3 2EP	
	<u>The meeting closed at 9.20pm</u>	