

# **Whitley Parish Council**

1. The meeting was opened at 7.30 pm by the Chairman, Cllr Humphrey.

## **Open Public Forum (OPF), 04<sup>th</sup> Sept 2018**

### **2. Notes from the OPF**

- 2.1 Representative members from the Whitley Community Centre Management Group (WCCMG) made a presentation to the Council providing a brief outline of the group's aims and objectives. It is the ambition of the Group to establish a suitably appointed community centre for the village. Their immediate aim is to gather information from residents and survey the collective views on the provision of such a facility; needs, fit with life styles and practical requirements. A community meeting is convened for 13<sup>th</sup> September inviting residents who are willing to volunteer their services to the Group in pursuit of their goals. A number of events are planned to raise funds to provide financial support for the Group activities.

The group also shared their understanding of the current position of the Parochial Church Council with regard to All Saints Church; how the PCC have commenced a period of consultation about a proposal to cease services in the Church. In the meantime no decision has been reached concerning the future of the Church.

Notwithstanding the outcome of the consultation the WCCMG are resolved to consider all options in the securing of a suitable location and venue for a community centre within the village.

The Chair of the Council observed that Whitley Parish Council as part of their civic responsibility to support and promote 'stronger communities' would be pleased to offer such help and advice that the WCCMG may require from time to time.

It was observed that some financial donation from the council to cover routine administration expenses, such as printing & stationery would come as a welcome contribution.

- 2.2 The outcome and implementation of the 2008 Selby Service Centre Transportation Strategy was queried. Cllr Humphrey confirmed that to his knowledge the matters relating to Whitley contained in this Strategy were never implemented.
- 2.3 The current poor state of the paths and overgrowth farm fields and overhanging hedges from private properties impairing access of pedestrians on public pathways was questioned. Cllr Humphrey recognised these as serious concerns that have in the past and continue to be items that are key items on the Councils ongoing agenda.
- 2.4 At 7.45 pm the OPF was closed.

## **Minutes of the Whitley Parish Council Meeting held on 4<sup>th</sup> September 2018 at Whitley & Eggborough Primary School** **Ref 09/2018**

3. Present: Cllr S Humphrey, Cllr K Walton, Cllr F Blackburn, Cllr Watson, Cllr S Cole, Cllr A Coney, Cllr J White and Clerk to the Council Mr J Hunter.
4. **Apologies:**

4.1 All Councillors were present at the meeting.

5. **Declaration of interests:**

5.1 No declarations.

6. **Minutes of the last meeting on 17<sup>th</sup> July 2018**

6.1 Agreed as a true record of the meeting held on 17<sup>th</sup> July 2018 and signed by the Chair.

7. **Ongoing matters for information and action as required:**

7.1 **Future of All Saints Parish Church:** Cllr Watson suggested that following the presentation from the Whitley Community Centre Management Group that the Council consider offering a donation to the Group to cover administration expenses. Cllr Walton added that such contribution could be made to reimburse specified items of expenditure.

Cllr Humphrey observed that in the past donations have been made to community groups provided that such groups are legitimately constituted. The Council discussed the notion that a contribution of an amount to be agreed could be approved subject to confirmation that the WCCMG are appropriately constituted.

**Action:** The Clerk to liaise with David Broadbent of the Whitley Community Centre Group to establish the nature of the constitution and legal status of the Group.

7.2 **Drainage work on Whitley Boundary:** Cllr White had made enquiries with Sweeting Bros to request some information on the progress of the drainage work. In the absence of a response no further details can currently be provided.

7.3 **Whitley Allotments:** Cllr Cole summarised the current issue regarding the letting of allotment plots. There remain 2 ½ plots vacant on the site out of a total of 27 and attempts to secure tenants from Whitley residents have to date been unsuccessful. The constitution of the Allotment Association stipulates that preference should be given to Whitley residents in allocating plots but it does not specifically preclude making them available to residents of other villages. Cllr Watson and Cllr Walton suggest that as there is no financial pressure on the funds of the Allotment Association and given the allotment land was provided by Whitley Council then vacant plots should be reserved for Whitley residents.

There is some confusion in the drafting of the constitution of the allotment association and two alternative proposals were tabled;

**Proposal One :** Cllr Walton, that the constitution of the Allotment Association be changed to require that plots shall be made available only to residents of Whitley Village. Second Cllr Watson. Voting; Four councillors in favour 3 Councillors Against

**Proposal Two:** Cllr Humphrey, the wording of the constitution of the Allotment Association be changed to clarify the wording such that vacant plots can be offered to residents living outside of Whitley Village Seconded: Cllr White Voting: 3 councillors in favour 4 councillors against.

**Action:** The constitution of the Whitley Allotment Association be changed to require that only residents of Whitley Village can be eligible to rent allotment plots.

7.4 **Friends of Whitley Village** Cllr Cole will present a report on the costings and planning of the Christmas Tree Lighting event.

**Action:** Item to be included in Agenda for the Council meeting on 9<sup>th</sup> October 2018.

- 7.5 **Change of Venue for Parish Council Meeting:** Cllr Watson made a suggestion that the Council consider relocating the monthly council meeting to the Annex Building of the Whitley & Eggborough CP School. The venue is self-contained, better suited to the requirement of the council meeting and fully appointed with appropriate furniture.

**Action:** The Clerk make enquires with the administration of the School to establish availability of the annex and likely costs.

- 7.6 **Councillor Training Course:** Cllr White tabled details of a 'New Councillor' training course that he was proposing to attend run by Yorkshire Council Association.

## 8. **Correspondence received:**

- 8.1 **All Saints Church Whitley**, notice served on parish council by The Church of England Diocese of Leeds of proposal to declare closed the church of All Saints Whitley for regular public worship.

**Action:** Clerk to draft objection to the proposal and distribute to Councillors for agreement before forwarding response to The Church of England Diocese of Leeds

## 9. **Planning Matters:**

- 9.1 **Gale Common Motor Cross:** Cllr Watson reprised his concerns regarding the intentions of the company operating the site particular in the practical implications of plans to build bunds at the location. He speculated that the actual motive of the organisation could be to use the facility for land fill. In any event the development would likely significantly increase the movement of large commercial vehicles through the village.

**Action:** The progress of the planning process be carefully monitored and appropriate representations been lodged as permissions are actioned within the Planning Department.

- 9.2 **WDH Ltd proposed development:** The details presented by WDH Ltd during their consultation event on 26<sup>th</sup> July 2018 was tabled and observations shared and noted.

**Action:** The progress of the planning application will be monitored and reservations or objections if any lodged at the appropriate time.

## 10. **Council Finance & Administration:**

- 10.1 **Standing Orders:** The Clerk tabled copies of the revised Standing Orders for approval and adoption by the Council.

**Action:** The Standing Orders were accepted and signed by Cllr S Humphrey and Cllr K Walton as confirmation.

- 10.2 **Councillor Allowances:** The Clerk advised the Council of feedback from his enquires with Yorkshire Council Association concerning Councillor Allowances. In summary Selby District Council do not convene a remuneration panel to provide recommendations or guidance concerning Parish Council Allowances. In the absence of such the amount of any allowance is at the discretion of the Councillors. However, any sums paid should be set to reimburse legitimate expenses incurred by Councillors in the exercise of their Parish duties.

**Proposed:** Cllr Humphrey the payment of a fixed sum for councillors allowances be suspended and replaced with the reimbursement of legitimate expenses supported by receipts as and when incurred. **Seconded:** Cllr Walton Carried Unanimously

10.3 **General Data Protect Regulations:** The Clerk tabled copies of the General Privacy Policy and the Staff and Councillors Privacy Policy for approval.

**Action:** Copies of the Privacy Policy be uploaded onto the council website.

10.4 **RFO Report as at 4<sup>th</sup> September 2018:** The Clerk presented the following financial summary of income and expenditure to 4<sup>th</sup> September 2018.

Bank/Account	Income since 1 <sup>st</sup> April 2017	Expenditure since 1 <sup>st</sup> April 2017	Of which is 106 expenditure	Current Balance	Notes/Comment
Santander Deposit	159.72	3,000.00	Nil	73,221.94	Interest paid monthly
Santander Current Account (Cash Book)	8,733.43	8,616.68	3,867.99	494.26	No interest
<b>Total Bank Balances</b>				<b><u>73,716.20</u></b>	
<b>Less following funds:</b>					
Protected 106 funds		3 x Play areas/ROS and the Tree Lines.		52,744.95	
Other protected funds		A19, WHS Defibrillator fund		3,144.65 355.00 <u>69.60</u> 3,569.25	
Total Protected funds				56,314.20	
PC Reserve Funds		Legal Action and Complaints against the Council. Future Development and Facility Provision –Buildings. Future Development and Facility Provision – ROS. Future Development and Facility Provision -Nature Reserve. Unexpected/unforeseeable expenditure.		12,401.40	
<b>Total protected/reserve funds</b>				68,715.60	
<b>Balance:</b>					
<b>Unprotected funds available to the Council</b>		Current account balance + 106 Funds available to transfer		5,000.60	Includes cheques payable below at 10.5

#### 10.5 Accounts payable:

Cheque No.	Payable to:	Amount: £
22426	Yorkshire Local Council Association	45.00
22427	HAG – Smp Ltd	372.00
2	John White – expenses re maintenance of notice boards £20 & park bench £10 and 'No Dogs Notice' £11.46	41.46
22489	Bedford Mowing Services	768.00
22330	K&W PCC – donation	25.00

#### 10.6 Accounts Payable retrospectively:

Cheque No.	Payable to:	Amount: £

#### 11. Recreational Open Space in Whitley:

- 11.1 **ROS and Play Area:** The current state of the upkeep of parts of Daffodil Field were noted; some hedges alongside the public path are in need of trimming, some of the smaller trees are in poor condition with branches pulled away, weeds are growing through the paths, suppressant spray is required, a replacement bin for the dog bin is needed as it cannot be closed.

**Proposal:** Cllr Humphrey, Cllr White action necessary maintenance and replacements as required with Community Payback team. Seconded Cllr Watson Carried unanimously

- 11.2 **Parks & Verges:** The present position of the verge maintenance throughout the village was discussed. Cllr Watson suggested that a review the maintenance programme be undertaken in anticipation of budget planning for 2019 growing season.

**Action:** Cllr Watson to make full presentation of grass cutting and maintenance options at the next Council meeting.

- 11.3 **Bulb Planting:** Cllr Watson tabled the suggestion that the Council budget a similar amount as last year on bulbs for Daffodil Field, verges and planters in the village. He suggested volunteers be invited to assist in the planting and also encourage the involvement of Children from the Primary School.

**Proposal:** Cllr Watson, £70 be budget to purchase spring bulbs Seconded Cllr Cole Carried Unanimously.

- 11.4 **Notice Boards:** The Clerk tabled costing of a variety of notice boards.

**Action:** Costings of notice boards to be distributed to Councillors for consideration an next Council Meeting.

#### 11.5 Other issues or matters to report:

- 11.5.1 The Canal Bride at Templar Close is in a poor and dangerous condition and the public style near the lock keepers house is in need of some repair.

**Action:** Cllr White to examine & report on the state of repair and make recommendations.

- 11.5.2 Cllr Humphrey invited Cllr McCartney to outline the details of the issue of Public Space Protection Orders under section 59 of the Anti-Social Behaviour, Crime and Policing Act. This grants local authorities the power to prohibit any vehicles parking or occupying any public space and goes on to require authorised police officers to remove any vehicle so parked within 12 hours of the unauthorised access. Such an order would be particularly relevant to certain areas within Whitley Village; Daffodil Field, Whitley Common, Cricket Pitch Lee View.

**Action:** Cllr McCartney will email details of the scheme and the request process to action the issue of the Protection Order.

## 12. **A19 Safety matters:**

- 12.1 **Speed Camera Data:** Speed camera data for the quarter to September 2018 will be reviewed at the next Council meeting.

- 12.2 **Double Yellow Lines:** Cllr Humphrey invited Cllr McCartney to address the meeting on the matter of proposed yellow lining at Learning Lane and Whitley Farm Close. Two proposals affecting Whitley Village are to be presented by North Yorkshire County Council for due consultation. In the case of Whitley Farm Close concerns about sight lines and consequent lack of visibility for vehicles exiting the junction onto the A19 have prompted Area 7 Highways to recommend the introduction of a prohibition of parking and loading zone. The proposal is currently with Legal & Democratic Services Northallerton from which department notices will be issued to all interest parties to initiate the consultation process.

Cllr Watson expressed reservations concerning the consequential impact of the parking restriction; sharing his opinion that yellow lining would simply move the problem further along up the road and even extend parking issues onto the A19.

Cllr Watson reminded the meeting the during the appeal hearings conducted by Selby District Planning concerning the Garmsway Care Home, the care home manager Mr Brendan Kelly indicated that he would be will to work with the Parish Council to resolve any parking issues arising as a result of care home staff or visitor vehicles. He suggested that with the agreement of the Council and in conjunction with Whitley Parish's North Yorkshire Councillor J McCartney he would initiate a dialogue with Mr Kelly to explore options in the management of Heathcote's Parking.

**Proposed:** Cllr Watson approach the Heathcote;s Care Home to engage, along with Cllr J McCartney, in discussions and resolutions of any issues of parking. Seconded Cllr Humphrey Carried Unanimously.

- 12.3 **Parish Council Speed Camera:** Cllr Watson advised the meeting that he had located the Speed Camera and had passed the device for safe keeping with the Clerk.

13. **A.O.B.**

13.1 Minor items: None tabled

13.2 **Update on the progress in the maintenance and repair of the Whitley under pass:** Cllr White to present report on the status of repair at the next meeting of the Council in October 2018.

13.3 **Thank you letter to Brian Slater and School:** Clerk advised thank you letters emailed.

13.4 **Grass Cutting Gravel Hill Lane:** Cllr White to establish which farm responsible for maintenance of grass verges and report back to next Council meeting in October

14. **Confirm date and time of next meeting:**

14.1 The next meeting of the Council will be on Tuesday 9<sup>th</sup> October 2018 scheduled to commence 30 minutes earlier at 7.00 pm, Whitley & Eggborough CP School.

15. **Meeting Closed at 21:45pm**