

Littlethorpe Parish Council

Minutes of the Annual General Meeting held at Littlethorpe Village Hall

at 19:30 on Monday 14 May 2018

Present: Cllr Spoons (Chair), Cllr Winterburn, Cllr Gray, Cllr Laugher, Cllr Orme, District Cllr Atkinson, 5 members of the public, and David Duthie (Clerk).

- 1 Apologies Apologies had been sent by County Cllr Harrison
- 2 Declarations of interest None declared further to those on the Borough Council Website
- 3 Adoption of the minutes of the Parish Council meeting on 12 Mar 18 was proposed by Cllr Winterburn, seconded by Cllr Gray, and passed unanimously.
- 4 Cllr Winterburn proposed Cllr Spoons for the Chair, seconded by Cllr Laugher and passed unanimously
- 5 Cllr Spoons proposed Cllr Winterburn for the Vice Chair, seconded by Cllr Laugher and passed unanimously
- 6 6. The asset register contained 11 items:
 - .1 Minute books April 1914 to March 1938, March 1937 to May 1937 and May 1974 to October 1998.
 - .2 Electricity Way Leave Agreement and lease 1960, 1985 and 1994 Sub-station across Village Hall land.
 - .3 Village Hall land deeds dated 1851 and 1871. Village Hall land conveyance dated October 1940, July 1954 and February 1960.
 - .4 Pinfold (situated down Pottery Lane).
 - .5 Elements ITB External Hard Drive – Serial No. WCAV5N882760T.
 - .6 Dog litter bin – Green Lane Renton’s Bridge.
 - .7 Dog litter bin – Green Lane.
 - .8 Dog litter bin – Washington Close/Littlethorpe Lane junction.
 - .9 Dog litter/waste bin – Pinfold.
 - .10 Bench at Triangle
 - .11 Levono ideapad 310-15ISK laptop computer S/N PF0LZU2K 17 Mar 04 Machine Type Model 80SM01MBUK with HP ENVY 4527 A10 Printer, purchased 26 Jul 17 £542

Items 1, 2 and 3 are held by Yorkshire Bank, Ripon.

The register was approved and signed by all councillors.

- 7 Financial Report
 - .1 Financial Summary 2017 - 18
These had been circulated prior to the meeting. The Clerk went through the summary of the end of year balances. These were accepted and signed by the Responsible Financial Officer and the Chairman.
 - .2 Annual Governance Statement 2017 – 18
This had been completed, was accepted and signed by the Chairman and Responsible Financial Officer for consideration by the internal auditor.
 - .3 Accounting Statement 2017 – 2018

Action: The Clerk

Clerk: David Duthie, Pottery Lane Farm, Pottery Lane, Littlethorpe, RIPON, HG4 3LS

E-mail: clerk.littlethorpe.pc@gmail.com Phone: 01765 676640 / 07736 022155

Littlethorpe Parish Council

The sums and balances were presented to the meeting, accepted and signed by the Chairman and Responsible Financial Officer.

- 8 Financial commitments 2018 - 19
 - .1 The Parish Clerk's honorarium and PAYE will be £1983.60, working from home allowance £208.71
 - .2 Hire of village hall for Council meetings will be £126.00
 - .3 Membership of the Yorkshire Local Council Association and Society of Local Council Clerks will be £268.00
 - .4 Insurance will be £224.00

- 9 Appointment of representatives to external bodies
 - .1 Village Hall Committee: Cllr Laughher
 - .2 Quarry Aftercare Management Committee: Cllr Spoors
 - .3 Alderman Spence Committee: Cllr Gray

10 Chairman's address

Following the retirement of John Edmonstone from the Parish Council, Christopher Orme joined the Council and has made already valuable contributions. Keith Pettitt relinquished the position of Clerk and was replaced by David Duthie, who lives within the Parish.

All five Parish Councillors were returned unopposed at elections on 3 May 18.

Since the last annual general meeting, the Council has made comment on all planning applications within the Parish boundary under Harrogate Borough Council planning consultation. There were applications for two large housing developments, one for 400 houses at West Lane, and another for 150 houses at Bellwood Farm. The Parish Council opposed both as they would markedly change the character of the village. The result of the public inquiry into the West Lane development is awaited. A decision is awaited on the outline application for the Bellwood Farm development.

The main challenge for the year ahead is to continue to oppose any plans to extensive housing development to the South and East of the A61 Ripon bypass.

To comply with general data protection regulations, the Clerk was appointed as Data Protection Officer for the Council. Since then, a Government amendment to the Government's own bill will exempt Parish Councils from having to appoint a Data Protection Officer, although Councils must still comply with the regulations.

The meeting closed at 19:49