

# *Littlethorpe Parish Council*

## Minutes of the Parish Council Meeting held at 19:30 on Monday 5 November 2018 at Littlethorpe Village Hall

Present: Cllr Spoors, Cllr Laugher, Cllr Gray, Cllr Winterburn, County Cllr Harrison, Borough Cllr Atkinson, **one** member of the public, and David Duthie (Clerk)

1. Apologies. Cllr Orme
2. Declarations of interest. None further to those on the Harrogate Borough Council website.
3. There were no Chairman's remarks.
4. Minutes of the Parish Council meeting of 3 Sep 18 were proposed for adoption by Cllr Winterburn, seconded by Cllr Laugher, and passed unanimously.
5. County Councillor's report.
  - 5.1 An application for monies for installing the boundary stone and engraving a plaque at the pinfold was invited.
  - 5.2 Council funding in news nationally. North Yorkshire remains near budget. Additional government funding for councils is one-off only.
  - 5.3 A59 Kex Gill still requires traffic lights. After surfacing will be open to two-way traffic before road is moved to other side of valley.
  - 5.4 Decision imminent on major road building. Application for funding will follow.
6. District Councillor's report.
  - 6.1 District plan has been submitted and the outcome awaited.
  - 6.2 There have been changes in personnel in the planning department.
  - 6.3 Over 600 houses were built in the previous year in the Borough that matches the annual target.
  - 6.4 New civic centre is working well and providing savings.
  - 6.5 Old council offices have been sold and a deposit paid, pending planning permission and agreement to maintain surrounding land.
7. Responsible Financial Officer's report  
The following income and expenditure:
  - 7.1 6 Sep 18 Zurich insurance £224.00
  - 7.2 10 Sep 18 YLCA all day training 28 Sep 18, York £86.25, travel £26.10 (VAT £1.51)
  - 7.3 28 Sep 18 2<sup>nd</sup> payment of Precept £1500.00
  - 7.4 1 Oct 18, Clerk salary £99.20, HMRC £65.60
  - 7.5 4 Oct 18, G Scruton: to set in concrete Boundary Stone £60.00
  - 7.6 5 Oct 18, Wayleave cheque £2.30and future expenditure:
  - 7.7 Clerk salary November, December, January
  - 7.8 Clerk working from home allowance Q3 £52.18
  - 7.9 12 x second class stamps £6.76
  - 7.10 Travel to HBC briefing and collect bluebells 28 miles £12.60 (VAT £0.73)

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7.11 Travel to YLCA training 16 Oct 18, York 56 miles £25.20 (VAT £1.46)

7.12 Printer ink

received signatures of approval by Cllr Laughner and Cllr Gray.

7.13 Three of four signatories for Skipton Building Society account are confirmed.

7.14 The Annual Governance and Accountability return and Report for 2017-18 was presented. Cllr Winterburn proposed and Cllr Laughner seconded that this be accepted, and Council approved unanimously.

7.15 The internal audit report for the half year to November 2018 completed by Cllr Orme 20 Oct 18 was received.

7.16 The completed Annual Governance and Accountability Return 2017/18 and Internal Auditor Report of 18 Jun 18 by S Welch had been circulated and were received.

7.17 Revised Financial Regulations for the Parish Council adopting changes proposed in the Internal Auditor Report had been circulated and were accepted and signed by the Chairman for adoption immediately.

7.18 Expenditure for six months since Apr 18 and estimated expenditure until Apr 19 had been circulated and used to calculate a Budget proposal for 2019/20 with a Precept Demand for £3,800. Cllr Winterburn proposed and Cllr Gray seconded that this be accepted and the Clerk submit form P1 to the Borough Council. Council approved unanimously.

**Action: the Clerk**

## 8. Correspondence.

8.1 5 Sep 18 Notification that the Harrogate District Local Plan was submitted to the Secretary of State for Housing, Communities and Local Government for Examination, along with supporting documents, on 31st August 2018.

8.2 13 Sep 18 Invitation to attend Harrogate Branch meeting of YLCA Monday 1 Oct 18 Boroughbridge. Attended by the Clerk.

8.3 14 Sep 19 Harrogate Borough Council consultation on statement of principles for gambling 2019-2021

[https://www.harrogate.gov.uk/downloads/file/4204/statement\\_of\\_principles\\_for\\_gambling\\_2019-2021\\_consultation\\_draft](https://www.harrogate.gov.uk/downloads/file/4204/statement_of_principles_for_gambling_2019-2021_consultation_draft) Consultation at <https://www.snapsurveys.com/wh/s.asp?k=153683626019> ends 19 Oct 18.

8.4 25 Sep 18 Invitation to attend Harrogate Borough Council Planning Development Management briefing 15 Oct 18. Attended by the Clerk.

8.5 17 Oct 18 Harrogate Borough Council consultation on their 16 page draft strategy for Ultra-Low Emission Vehicles

[https://www.harrogate.gov.uk/downloads/file/4211/ultra-low\\_emission\\_vehicle\\_strategy\\_2018-2023\\_draft](https://www.harrogate.gov.uk/downloads/file/4211/ultra-low_emission_vehicle_strategy_2018-2023_draft) . Consultation ends 6 Nov 18 <https://www.snapsurveys.com/wh/s.asp?k=153657487749>

8.6 9 Oct 18 Invitation to join North Yorkshire Local Access Forum. The Forum is an independent body that advises North Yorkshire County Council, and other relevant bodies, on how people can make the most of opportunities for getting out and about in the great outdoors. Apply <https://www.cla.org.uk/events/your-area/north/notices/interested-joining-north-yorkshire-local-access-forum#> by Mon 28 Oct 18.

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- 8.7 16 Oct 18 Invitation from Ripon City Council for local Parish Councillors and Clerks to meet separately with Councillors and officers of Ripon City Council. Clerks to meet 14 Nov 18, and expressions of interest from Councillors have been forwarded to the Clerk to the City Council.
- 8.8 19 Oct 18 Harrogate Strategic Leisure Ltd (SLL) commissioned by Harrogate Borough Council are conducting a Sports and Leisure Study to protect and enhance the quality of sports facilities over the next 15-20 years and identify shortfalls. Leisure facilities within the parish were reported to:  
[https://www.surveymonkey.co.uk/r/HarrogateParishSurvey\\_27\\_Oct\\_18](https://www.surveymonkey.co.uk/r/HarrogateParishSurvey_27_Oct_18).
- 8.9 25 Oct 18 Harrogate Borough Council recycling and waste satisfaction survey:  
<https://www.snapsurveys.com/wh/s.asp?k=153908985489> by 7 Jan 19.
- 8.10 1 Nov 18 Letter from Rt Hon Julian Smith MP with an invitation to hear Rt Hon Michael Gove MP speak in Skipton on 15 Nov 18.

## 9. Planning

- 9.1 18/03708/FUL Erection of single storey conservatory, Broom House, Littlethorpe Lane. **Response A:** no objections. 2 Nov 18 **Decision:** Application permitted.
- 9.2 18/03821/DVCON Application for the variation of conditions 1 (commencement of works), 2 (approved drawings), 3 (drainage), 4 (highways), 5 (parking), 6 (mud precautions), 7 (materials) and 8 (boundary) to allow delay of condition 4 and compliance of planning permission 16/05544/FUL - Erection of 1 dwelling at April Cottage, Pottery Lane. **Response C:** no objections but with comments.
- 9.3 18/03887/DISCON | Application for approval of details required under Conditions 3 (Documentary Evidence), 6 (Materials) and 15 (Radon Protection Measures) of planning permission 14/01275/FUL - Erection of a dwelling to replace existing outbuilding (Site area 0.09ha). Ivy House Pottery Lane Littlethorpe Ripon North Yorkshire HG4 3LW. **Decision:** Above conditions have been discharged.
- 9.4 18/04238/AMENDS Non-material amendment to planning consent 15/03982/FUL to allow alterations to the approved drawings, including substitution to a modular oak frame construction, installation of external staircase, an overall reduction in size and volume, reduced eaves height, increased roof pitch, installation of rooflights and slate roof. Moor End Farm Littlethorpe Ripon North Yorkshire HG4 3LU
- 9.5 18/04475/FULMAJ Demolition of 1 dwelling and erection of 37 dwellings. Land Comprising Field At 432266 470194 Littlethorpe Road Ripon North Yorkshire. (outwith Littlethorpe Parish) Validated 26 Oct 18 **Response:** object to increase in traffic volume through Parish along country roads with no footpath. Application to be notified to the village website and Roundabout. Closing date 22 Nov 18.

**Action: the Clerk**

## 10. Public Time (15 minutes)

- 10.1 A public address system is needed to improve the acoustics of the village hall for Council meetings. There is only a loop system available to use. This augments the amplification provided by hearing aids.
- 10.2 Council confirmed that the bluebells from Harrogate Borough Council planted at the Littlethorpe signs on Littlethorpe Lane next to the bypass were *Hyacinthoides non-scripta*, and not the non-native variety.

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10.3 Canal field still has no sluice, but the level of water has been lowered and the birdlife has prospered. The hedge between the canal and canal field has been felled and the roots are being excavated.

11. Boundary Stone in pinfold

11.1 See County Councillor's report, 5.1.

12. Establishing an outdoor gym

12.1 At the Yorkshire Local Councils Association training day 28 Sep 18, Playscheme, York had a proposal to attract lottery funding for councils to establish outdoor gyms. The recent Borough Council Sports and Leisure Study prompted contributors from within the parish to contribute to a list of recreational activities that could be enjoyed within Littlethorpe to respond to the study. An outdoor gym needs annual inspection. Until there were expressions of interest to establish a gym and an indication of how many people would use it Council will not proceed to establish an outdoor gym within the parish. Discussing other activities, space to grow vegetables has been lost to recent housing development on Pottery Lane. Commuted sums from this development have been changed from amenity to a \$106 payment. Were it possible for the Council to recover some of this money from the Borough Council this could be directed towards space for allotments.

**Action: the Clerk**

13. Village Hall Committee Report

13.1 .gov.uk email addresses for Clerk and Councillors. Domain charges of £135 for two years through Village Hall Plusnet account were agreed at the last Village Hall Committee meeting. When Plusnet were asked to arrange the Littlethorpe.gov.uk domain name, they replied that they would not support .gov.uk domain names. An alternative internet service provider is required.

**Action: the Clerk**

14. Alderman Spence Committee Report

14.1 Meeting 16:30 14 Nov 18, Ripon Town Hall Mayor's Parlour. Accounts are not yet available. Income is derived from the hut that is in disrepair and requires to be replaced and upgraded. Opportunity for development to come from amenity provided by development at West Lane. Cllr Gray will propose this at the November meeting.

15. Ripon Quarry & Aftercare Report

15.1 Next meeting 6 Dec 18.

16. Dates of future meetings.

16.1 7 Jan 19

16.2 11 Mar 19

16.3 29 Apr 19 Annual Parish Meeting

16.4 13 May 19 Annual General Meeting, then ordinary meeting

Meeting closed 21:23

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