

ALLERTHORPE PARISH COUNCIL

**Approved Minutes of the Parish Council Meeting held in the Village Hall on
Wednesday 29th January 2014 at 20:00**

PRESENT:

Mr. K Macleod	KM	Chairman
Mr. M Stageman	MS	Vice-Chairman
Mrs. M Macleod	MM	Member
Mr. A Melville	AM	Member
Mr. D Lambert	DL	Member
Mr. T W Howard-Smith	TWH	Clerk to the Council

1 APOLOGIES:

Mr. S Wilkinson	SW	Member
Mr. I Douglas	ID	Member

Action

2 DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTEREST:

- Mr K. Macleod advised that he had an interest in agenda item 7a. and would stand aside during any discussion of that item.
- Mrs. M. Macleod advised that she also had an interest in agenda item 7a. and would not take part in any discussion on the topic.

3 MINUTES OF THE LAST MEETING:

The minutes of the meeting held on 27th November 2013 were proposed by MS, and seconded by MM as a true record then signed by the chairman.

4 MATTERS ARISING FROM LAST MINUTES:

10b. **Modifications to house frontages.** Do they require planning permission? KM wrote to Planners and has been advised that if the modifications or alterations (photo-voltaic cell panels) to the property are not on the front vertical face of the property, then planning approval is not required.

10b. **Waplinton Lane Road Surface.** KM contacted Highways who say the surface cracking will be checked; also grass verges are being damaged by Inturf vehicles, KM contacted Highways again pointing out that it is not only vehicles from Inturf Ltd that are damaging the surface, and that numerous residents have damaged tyres etc. by hitting the potholes.

8. **Local Development Plan.** (Agenda item)

9a. **Listed Telephone Kiosk.** KM spoke to English Heritage and they confirm that BT has a duty of care, but it is a low priority for them and they will probably do nothing about the upkeep of the kiosk. KM presented a pro-forma quote for approx. £2000 to refurbish the kiosk to a high standard. After Members inspected the quote, KM proposed a £2000 budget be allocated next year to the project. All agreed by a show of hands.

5 INFORMATION / CORRESPONDENCE:

- a. None of any significance

6 FINANCE:

a. Current Position:

£6,506.11 (Current A/C £6,036.93 + Bonus A/C £469.18). The Current Financial Statement showing payments and receipts filed under this minute was noted and approved by the Council.

Budget Statement:

The current budget was presented and declared to be on-track for this time of the year.

- All agreed that £2,000 for the telephone kiosk refurbishment is to be added onto 2014/15 budget.
- MS agreed to present a budget for the Village Development Plan in March 2014.

Asset Register:

The current Asset Register was presented, showing depreciations on assets for 2013/14.(A small typographical error was noted and corrected.)

b. Payments Agreed:

- P Simmons – Payment for shrubs etc. for village planters £68.58
- Village Hall hire for PC meeting £20.00

c. Receipts:

None this accounting period.

d. Other Finance Matters:

2014/15 Precept. ERYC Finance Dept. has confirmed the annual precept is to be £5,000.00 paid in one instalment on 30th April.

7 PLANNING:

a. Applications since last meeting:

14/00154/TCA: 22/01/14 Town & Country Planning (Trees Preservation) (England) Regulations 2012. Tree reduction and felling for Mr. K Macleod.

- Mr. Macleod stepped aside as this item was discussed. After discussion the council had no comments to make about this application. Mr. Macleod then returned to the chair for the remainder of the meeting.

14/00135/PLF: 22/01/14 Construction of vehicular access to serve the residential dwelling Halcyon View at Allerthorpe Park Golf Club Waplinton Lane, for Turnwalk Limited

- The council discussed this application at length, and decided that KM & TWH go through the planning application records to see if any special restrictions or conditions affect the use of the property known as Halcyon View “The Club Managers House”

- b. **Decisions since last meeting:**
13/03726/PLF: 15/11/13 Erection of a two storey, single storey extension and garage to Lake Lodge Waplington. **Approved.**
13/03761/PLF: 20/11/13 Change of use to warehouses at Williams Property Services, Allerthorpe Business Park. **Approved.**
- c. **Other planning matters:**
a) None

8 NEIGHBORHOOD DEVELOPMENT PLAN:

MS reported that the plan was progressing and presented a parishioner questionnaire regarding the Allerthorpe Neighbourhood Plan, which is included in these minutes as Appendix a: and reported upon the current status of the plan.

- ERYC Cabinet has approved the Allerthorpe Neighbourhood Plan and will be sending it to the next full council meeting.
- The questionnaire was distributed to all members for their perusal and comments. (Comments to be discussed at next PC Meeting.)
- It is suggested that the questionnaire be returned by email or to the local Pub, with a prize draw arranged to encourage completion.
- MS reported that the ERYC Forward Planning Officer has offered to attend a council meeting to assist in developing the plan. It was suggested that the officer be invited to the next meeting and to have an early start (19:00) to accommodate any time schedules.

9 ANY OTHER BUSINESS:

- a. **European Elections 2014.** TWH reported that the Village Hall is to be used for a polling station on 22nd May 2014. £100.00 will be charged for services.
- b. **Training Session.** TWH reported that the ERNLLCA are holding training sessions around the area to help officers and clerks from small parishes to adopt the proper procedures at meetings etc. THW asked for permission to attend the Pocklington session at a cost of £10 + VAT. All agreed this was a good idea and approved by a show of hands.
- c. **FOI.** KM distributed a paper covering suggested charges for FOI requests from the public. The information will be kept for reference.
- d. **Traffic Survey.** KM reported that he contacted ERYC Highways Dept. for the summary information, but has received no response. He will escalate the request.
- e. **Neighbourhood Watch.** KM reported that he has received a copy of the Neighbourhood Watch Street Lighting and Safety Survey, and it is posted upon the Hall interior noticeboard for reference.

10 DATE OF NEXT MEETINGS:

Council Meeting	20:00	Wednesday	26	March	2014
Council AGM	19:45	Monday	21	May	2014
Council Meeting	20:00	Monday	21	May	2014
Village APM	20:00	Wednesday	28	May	2014
Council Meeting	20:00	Monday	28	July	2014
Council Meeting	20:00	Monday	01	September	2014
Council Meeting	20:00	Wednesday	26	November	2014

11 There being no more business, the meeting closed at 20:44

Signed.....Chairman Dated.....

ALLERTHORPE VILLAGE HALL TRUST

Registered Charity No: 1046753

Unconfirmed Minutes of Meeting Held in the Village Hall on Wednesday 29th January 2014

Present:

Mr. K Macleod	KM	Chairman
Mr. M Stageman	MS	Vice-Chairman
Mr. D Lambert	DL	Treasurer
Mr. A Melville	AM	Trustee
Mrs. M Macleod	MM	Trustee
Mr. TW Howard-Smith	TWH	Clerk

1 APOLOGIES:

Mr. S Wilkinson	SW	Trustee
Mr. I Douglas	ID	Trustee

Action

2 DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTEREST:

None

3 MINUTES OF THE LAST MEETING:

The minutes of the last meeting were proposed as a true record by DL, seconded by MS and were signed by the Chairman.

4 MATTERS ARISING FROM THE LAST MEETING:

None.

5 FINANCE:

- a. DL presented the latest financial position, with both accounts now being combined:
 - Account Balance: £3,651.71
- b. DL reported total earnings from rent to date: £545.00
- c. Npower has recently credited the bank with the agreed end of year instalment of our positive accrued balance. The Direct Debit will remain at £66 per month.

6 MANAGEMENT REPORT:

- a. MM reported that there was no management report as little had changed over the winter. The next meeting is planned for 4th February 2014.
- b. Allertorpe Church is holding a quiz night in the hall on Friday 7th March.

7. AOB:

- a. Faulty light repaired by KM.
- b. Two repairs to toilet done by DL at a minimal cost.
- c. KM has purchased spacers to lift the hinge assembly on the main gate.
- d. DL reported that he had noticed a puddle at the back of the building, and he had tried rodding the soak away to clear it, but to no effect. He suggests that he will try to re-route the down pipe over to the main drain system and seal up the soak away.
- e. MM reported that the hall painting working party was still needed and will re-convene in spring when the weather is warmer and more suitable for painting.

KM

DL

8 DATE OF NEXT MEETING:

Directly after the council meeting, on Wednesday 26th March 2014

9 The Meeting Closed at 20:55

Signed.....Chairman Dated.....