

**MINUTES OF THE MONTHLY MEETING OF  
POTTO PARISH COUNCIL HELD ON MONDAY, 19 MARCH 2007  
AT 7.15 PM IN THE VILLAGE HALL**

Present: Councillor Mrs A Mazingham (Chairwoman) Councillors Mrs J Williams, Messrs. I Shimwell, A Wilde and G Woodhouse.

District Councillor Mrs B Fortune

2 members of the public.

**Meeting open to the public for 15 minutes**

Mr Stephany commented that the Potto web site was very good and expressed thanks to Mr Whitlock. Mr & Mrs Stephany said they were concerned about alterations to a boundary wall in Cooper Close but did not register their concerns before because they thought it was principally for other neighbours to do. The wall blocks part of their view. The Chairwoman explained that the Parish Council had voted against the application but this had been overruled by the District Council who approved the application. She read out the planning decision notice. Councillor Wilde suggested they write to Planning Department at the District Council. District Councillor Mrs Fortune said comments can be made on line. Mr & Mrs Stephany also thanked everyone who had been involved in the repairs to the footpaths, etc.

1. An apology for absence was received from County Councillor Mr T Swales.
2. The minutes of last month's meeting had been circulated. The Chairwoman asked for two alterations on page 494, under 7a. Footpaths. second sentence should read "They have been removed and also part of the electric wire." Fourth sentence should read "Posts have been resited and access points re-organised to make it passable." The minutes were then agreed as correct and signed by the Chairwoman.
3. **Police Report and Neighbourhood Watch.** A ringmaster e mail concerning a burglary in Potto had been circulated to Councillors.
4. **Planning Decisions of Hambleton District Council**
  - a. Retrospective application for alterations to boundary wall at 9 Cooper Close for Mrs K Patrick. Approved, subject to conditions.

There is information on the District Council web site that the appeal by Mr & Mrs Wyatt has been refused.

5. **Planning Applications.** None.
6. **Matters Arising from last month's meeting**
  - a. **Footpaths** The Chairwoman reported more progress on the footpath from the bottom of Cooper Lane to Swainby. The farmer has cut the hedge and re-routed a small piece of electric wire. The Clerk reported

a complaint from a resident about dog fouling. District Councillor Mrs Fortune said unfortunately there is only one dog warden and he has to be there to see the offence being committed. The Parish Council had sent a letter out last April to all dog owners. Councillor Wilde questioned what signage there was in place. District Councillor Mrs Fortune said it is an offence to let a dog off the lead alongside a road. She will ask for signs to be placed in Potto. Councillor Wilde will put an item in the newsletter.

b. Parish Plan Councillor Woodhouse reported on the meeting held last Wednesday. They are still on target as per the draft timetable and it has been agreed to invite Jo Buffey to the next meeting and open day. She has invited the group to meet with other parishes which are doing parish plans. The open day will be Sunday, 3 June. It was suggested that a section of the Parish Plan and the date of the open day go on the Parish web site. Every person of school age or above will get an invitation and a raffle ticket. The Chairwoman asked that the questionnaires be made available to the Parish Council. Councillor Woodhouse reported that funding of just over £2,000 had been deposited in a bank account. This is 90% of the funding and the final 10% will be given when the final job is produced. Councillor Wilde queried the setting up of a separate bank account and said the Parish Council had agreed at their January meeting that the money should go into the Parish Council account. Councillor Woodhouse said he had two concerns about using the Parish Council account, one was the low interest rate and the other was transparency. Councillor Wilde said it goes against a decision made by the Council and this cannot be done. He said it was an illegal act. The Clerk read from the relevant section of the January minutes. Councillor Wilde proposed that Councillor Woodhouse transfers the monies into the Parish Council account this week, Councillor Shimwell seconded and 4 voted in favour with 1 abstaining.

c. Web Site District Councillor Mrs Fortune had spoken to the District Council IT Department regarding the Council's query and now suggested that the Council write to them or Mr Richards explaining exactly what they want covering. Councillor Shimwell said the Council had agreed to have two web sites. One at Hambleton District Council for minutes, etc. and the other for minutes, etc. plus other items. Mr Whitlock owns the domain name for Potto. On the Parish Council section of this web site any information that goes on it has to be discussed and agreed by the Parish Council beforehand. Mr Whitlock had sent an e mail suggesting items which could go on the Parish Council page. Councillor Woodhouse proposed that the Council agree with the feedback form as suggested by Mr Whitlock and that the Parish Council e mail is the point of receipt, Councillor Williams seconded and all agreed. Mr Whitlock had also suggested an opt in/opt out mailing list to allow people to register their e mail address and to receive news from the Council. Councillor Woodhouse said that one of the responses to the questionnaire about Police/Neighbourhood Watch was that 69 people gave their e mail addresses. There may be other people in the village who would like information about the Village Hall newsletter, Parish Council newsletter, etc. It would be entirely voluntary if people wished to give their e mail address. Councillor Woodhouse proposed the Council give permission for a mailing list as suggested by Mr Whitlock, Councillor Williams seconded and all agreed. Councillor Woodhouse gave a list of information which people want on the website, e.g. days of wheelie bin collection, blue bag days, bus timetable, post box collection times, street lighting fault report number, names of Parish Councillors with a telephone number and e mail address, names of Village Hall Committee, telephone number for reporting pot holes, blocked footpaths etc. District Councillor Mrs Fortune said every street light has a telephone number on it to report a fault and wheelie bin and blue bag collections, bus timetables are all printed on leaflets and in newspapers. Councillor Williams proposed that the list if information was agreed, Councillor Shimwell seconded and this was agreed unanimously. Councillor Wilde will bring up the Village Hall page at the next Management Committee meeting. The Chairwoman asked that thanks to Mr Whitlock for all his work on the web site be recorded.

d. Standing Orders. No response yet from YLCA.

e. Model Code of Conduct for Local Authority Members. The Clerk reported that the Council's comments had been sent in before the deadline of 9 March.

f. NY Moors National Park Authority – LDF Strategy & Development Policies. The Council had no comments.

g. YLCA Hambleton Branch Meeting held on 14 March. Councillor Shimwell had attended and gave a report.

#### **7. Report from District Councillor Mrs Fortune**

District Councillor Mrs Fortune reported on behalf of County Councillor Swales that the lights in the village had been investigated and one new light is to be installed. The County Council is looking to see if there is some money in the budget for this year. During the inspection it was noted that some trees and shrubs needed to be trimmed back and also that some of the surfaces of drives are not up to specification and the owners need to be informed. Councillor Wilde had agreed to speak to the residents concerned. The Chairwoman said during the walk around the Village a light near to the 30 mph sign was requested but this was turned down. Two other lights were requested – one between lights 6 and 7 half way down the bank down Cooper Lane and one near Mr Griffin's garage, which is a very dark spot. She was under the impression that both these requests had been agreed. District Councillor Mrs Fortune said County Councillor Mr Swales was taking up the fact that a Police presence is very rarely present at meetings although he realized that Stokesley Police is very short staffed. Councillor Woodhouse said we need to remember we are a Parish Council and not a Village Council as we seem to focus on the village and not the parish.

#### **8. Finance**

Payment of the Clerk's ¼ salary and travel of £115 was agreed for payment. The balances in the Council's accounts are as follows:

Community Account	£132.47 (9 February 2007)
Business Premium Account	£1,366.66 (9 March 2007)

#### **9. Village Hall**

Councillor Wilde reported that there had been a full house for the play performed on 15 March. The Village barbecue will be held on 22 July. A risk assessment is being put together covering areas of maintenance. This could give a target to plan funding. A risk assessment covering hazards is also being prepared. Meetings of the Management Committee will in future be held on Wednesdays. The quiz night made £339. The minutes of the meeting held on 28 February will be circulated to Councillors.

#### **10. Correspondence**

- a. Letter from Hambleton District Council giving details of the 4 nominees for the appointment of Parish Council representatives to the Standards Committee. The Council agreed the two nominees to vote for.
- b. Information from Electoral Commission and NALC about Parish and Town Councils. Circulate to Councillors.
- c. Clerks & Councils Direct magazine. Circulate to Councillors.

- d. Nomination papers for the election on 3<sup>rd</sup> May were available to Councillors at the meeting.
- e. An e mail from Communities and Local Government on tougher measures to crack down on illegal outdoor advertising. Councillors had received a copy.
- f. An invitation to Community Groups from NYCC, YRCC and ViRSA to attend meetings in Pickering on 28 March and Masham on 29 March . This will be displayed on the notice board.
- g. Agenda from Hambleton District Council for the District/Parish liaison meeting to be held on 26 March. Circulate to Councillors. Posters giving refuse collection dates for the May Bank Holidays. These will be displayed on the notice board.
- h. Circular from NYCC on the re-location of the Thirsk Highways depot. Received.

The Chairwoman declared the meeting closed at 9.03 pm