

**MINUTES OF THE MONTHLY MEETING OF POTTO PARISH COUNCIL  
HELD ON MONDAY, 16 JULY 2007 AT 7.15 PM IN THE VILLAGE HALL**

Present: Councillor Mr L Bailey (Chairman) Councillors Mrs J Williams, Messrs A Wilde, G Woodhouse and N Walters

County Councillor Mr T Swales  
District Councillor Mrs B Fortune

3 members of the public

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

Mrs Hardy expressed her concerns about the speed of traffic coming through the village and asked if anything could be done to slow it down. The Chairman acknowledged that it was a problem that had been going on for many years. The Council did arrange for the Police to monitor the traffic and also had sketches done for traffic calming. The sketches are on file and will be brought to the next meeting. Councillor Woodhouse said there is a question on the Parish Plan questionnaire concerning this. Mr Mason suggested putting a flyer through everyone's letter box. The Chairman closed the meeting to the public.

1. There were no apologies for absence.
2. **Minutes of last month's meeting.** Councillor Wilde said he was extremely concerned when reading the minutes of the meetings for the last two months that the Parish Council meeting does not appear to have followed the correct procedures. The Chairman read out Section 10 – Allegations of Misconduct from the June minutes. Councillor Wilde did not think the item should have been discussed because there is an official complaint going forward. The Chairman noted Councillor Wilde's objection. He thought it was a difficult situation as the matter had been discussed in a public forum initially. The Chairman proposed that we await a reply from the Standards Board and this was seconded and passed with 3 voting in favour and 1 against. The Chairman signed the minutes as a correct record.
3. **Police Report and Neighbourhood Watch** The June statistics on crimes etc had been received from N Y Police and e mailed to Councillors. Mr Proctor had sent a note which referred to a "cold calling" area which has been designated in Stokesley. Councillor Woodhouse said most residents have stickers saying "No Cold Calling". The Chairman said the notice giving details of Police contacts in the notice board needs updating.

County Councillor Mr Swales joined the meeting

The Chairman opened the meeting to the public again. Mrs Hardy explained to County Councillor Swales the problem with traffic traveling too fast in the village. There is a 30 mph limit but she thought this was too fast and asked if there was anything the Council are prepared to do to alleviate this problem. County Councillor Swales asked if the speed matrix had been deployed in the village during the last year. He promised to see what was available. The speed of the traffic can be checked and average speeds worked out and then information given to the Parish Council about a scheme. There is money available for a Travel to School plan to make it

safe for the children to get to school. It would help to know how many children there are and what ages. Sometimes you need to tell people that speeding is not acceptable to the community. 90% of villages want what you are asking for now. Councillor Walters asked if a 20 mph limit could be considered for the village. County Councillor Swales said it could under the Travel to School plan.

The Chairman closed the meeting to the public.

**4. Planning Decisions of Hambleton District Council**

- a. Alterations and two storey extension at Meadows End, 60 Cooper Lane for Mr G Stapleton. Approved, subject to conditions. 07/01434/FUL

**5. Planning Applications.** None.

**6. Matters arising from last month's meeting**

- a. Appointment of representatives to Village Hall Management Committee. Councillors Wilde and Walters were elected as Parish Council representatives on the Village Hall Management Committee.
- b. Footpaths. The Chairman reported on a meeting with the sheep farmer who has agreed to put in different stiles and he will cut the grass. Strimming has been carried out. Councillor Wilde mentioned the seat under the oak tree and the Chairman will strim around it.
- c. Parish Plan. Councillor Woodhouse said the draft questionnaire had been approved. A flyer will be distributed to every household by the end of July. An Open Day for the return of the questionnaire will be held on 19 August.
- d. Web Site. A thank you will be sent to Mr Whitlock for his work on the site. Information has been received from the Village Hall Committee about future events. There is a question on the Parish Plan questionnaire asking what people want to see on the web site. Mr Shimwell said the minutes for the May meeting are not on the web site. The Clerk will send Mr Whitlock an agenda every month.
- e. Standing Orders. An extra meeting to discuss Standing Orders will be arranged at next month's meeting.
- f. Sear near Church. Councillor Wilde said we do not have the funds at the moment to buy a seat. He had looked at the seat and apart from the slats at the back it is fairly stable.
- g. Newsletter. Councillor Wilde said a photograph of the Council is needed for the next newsletter. The Chairman said, personally, he was not keen on newsletters. Councillor Wilde said the feedback received is contrary to that.
- h. Insurance. Councillor Wilde will raise the matter of joint insurance with the Parish Council at the next Village Hall Management Committee meeting.
- i. Standards Board – Complaint of Misconduct. This will be carried over. Councillor Wilde had the document which had been submitted to the Standards Board who have now moved offices from London to Manchester. It is a due process and has to be followed. The Chairman said he would prefer to put the matter on hold. Councillor Wilde thought people should be made aware of what is in the document. The documents were given to the Clerk.
- j. Road to Village Hall. The Chairman declared an interest and vacated the Chair. Councillor Wilde took the Chair. He read out a letter from Mr N Micklethwaite-Howe regarding the ownership of the lane. After discussion Councillor Woodhouse proposed, seconded by Councillor Walters, that the Council contact the Land Registry to try to determine the ownership of the lane. This was agreed.

## **7. Reports from County and District Councillors**

District Councillor Mrs Fortune reported on a planning application that she had been asked to look into. She said the planning application referred to the house and the lane had no part in the application. The Chairman thought the access should have been considered.

County Councillor Mr Swales had nothing to report.

## **8. Finance**

The Annual Return had been received back from the internal auditor along with her report. The report had been copied for Councillors and was accepted at the meeting. Her comments were noted. The Annual Return will now be sent to Mazars, the external auditors. An annual review of the effectiveness of the internal audit has to be undertaken and this will be done at the extra meeting to be arranged. A letter was received from Whorlton Parochial Church Council asking for a contribution toward the maintenance of the burial ground. The Council agreed to make a payment of £200. The following accounts were agreed for payment;

Village Hall Management Committee – Use of room for Parish Council meetings	£130.00
Clerk – ¼ salary + ¼ travel	£115.00
Clerk – Petty Cash	£20.00
YLCA – Copy of Standing Orders and Chairmanship	£6.50
Petrol for strimmer	£10.00
Mrs M Roberts – Internal Audit fee	£30.00
Yorkshire & Humber Training Partnership – 2 delegate places	£40.00

## **9. Village Hall**

Councillor Wilde said the barbecue, which is the biggest event of the year for fund raising, will be held this week-end. The AGM had been held on 9 May and a report given for the year-end. Replacement of the oil tank, disabled access and disabled toilets were on the Risk Register. There are difficulties when you have to meet these requirements. Grants from the YRCC have been applied for. There was a closing bank balance of £5,056.74. A full financial breakdown is in the minutes.

## **10. Correspondence**

- a.** Local Government Review Newsletter 3 received from Hambleton District Council. Circulate to Councillors.
- b.** Agenda received from YLCA for the Joint Annual Meeting to be held on 21 July 2007. The Chairman will attend.
- c.** Draft Conference Programme from YLCA to be held 28-30 September 2007 in Scarborough. Councillors Wilde and Walters will attend for one day.
- d.** Information on the signing of a cycle route from NYCC. The Chairman said it does not affect our parish.

County Councillor Swales and District Councillor Fortune left the meeting.

- e. Corporate Plan received from North Yorkshire Fire & Rescue Authority. Circulate to Councillors.
- f. Country Air magazine from YRCC. Circulate to Councillors.
- g. Information on a seminar from NALC on “Cracking the Code” to be held in Birmingham on 19 July. Received.
- h. White Rose Update from YLCA. Circulate to Councillors.
- i. Assembly Digest from YLCA. Circulate to Councillors.
- j. Clerks & Councils Direct magazine. Circulate to Councillors.
- k. Bulb catalogue from Parkers. Received.

The Chairman declared the meeting closed at 8.35 pm.