

**MINUTES OF THE MONTHLY MEETING OF POTTO PARISH COUNCIL
HELD ON MONDAY, 15 OCTOBER 2007 AT 7.15 PM IN THE VILLAGE HALL**

Present: Councillor Mr A Wilde (Chairman) Councillors Mrs J Williams and Mr N Walters

District Councillor Mrs B Fortune

PC S Bunce

Meeting open to the public. None present.

1. Apologies for absence were received from Councillors Messrs L Bailey and G Woodhouse and County Councillor Mr T Swales.
2. The minutes of last month's meeting were agreed as a correct record and signed by the Chairman.
3. **Police Report and Neighbourhood Watch** The Chairman said the Council had written to Inspector Richardson inviting him to attend a meeting. An increase in crime had been noted from the monthly statistics provided by the Police. PC Bunce said all calls go into the Control Room and are logged. There has been an increase in vehicle crime, mainly theft from unattended vehicles. Many criminals travel into the area from Teesside. Burglaries from sheds have increased across the area not just Potto. She read from a printout of crimes recently in Potto and said for a small village there had been a lot of crime in a couple of months. The Police patrol Potto at night because the village does not usually suffer from day time crime. The National Intelligence Model advocates patrolling areas at times and in locations where offenders operate. In this area after 11.30 pm cars have their registrations checked and pulled over if they are not residents. The Chairman asked what was the percentage of resolution of incidents. PC Bunce said they aim for a 40% deduction rate, for assaults it is 90%, for burglaries and thefts from unattended vehicles it is not as good as we would like it to be. Councillor Walters asked if there was anything the public could do to help. PC Bunce said report anything at all suspicious. District Councillor Mrs Fortune recommended getting items marked. The Neighbourhood Support Team work out of Stokesley. PC Bunce was asked about the policy for cars parking on pavements. She said that as long as a pram or wheelchair can get past on the pavement the Police leave the car so that roads are not blocked. Councillor Walters said the District Council is selling shed alarms at a reduced price of £7.00 and £3.00 for a light timer. The Chairman thanked PC Bunce for her report and the Council agreed to write to Inspector Richardson thanking him and hoping that we shall see a Police representative at more of our meetings.
4. **Planning Decisions of Hambleton District Council.** None.
5. **Planning Applications.** None.
6. **Matters arising from last month's meeting**
 - a. Footpaths. Nothing to report.

- b. Parish Plan. An e mail was received from Councillor Woodhouse. The vast majority of households have returned the questionnaire. Actual returns will be a little lower as many households filled in one with their combined comments. A data input clerk/typist has been employed and all data from the questionnaires should be input to a bespoke 'Access' by mid November. Meaningful data/trending will be extracted and a draft plan produced and publicized for comment.
- c. Insurance. Councillor Walters had no comments to make.
- d. Road to the Village Hall. A letter had been sent to all the residents concerned informing them of the Council's proposal to put down road planings to make a metre wide path from the main road to the Village Hall. Councillor Walters will contact Councillor Bailey about the material. District Councillor Mrs Fortune said the area which is the responsibility of the County Council will be done when there is money available.
- e. Code of Conduct Training. The Clerk had attended.
- f. District/Parish Liaison Meeting. The Clerk had attended the meeting at Northallerton on 24 September. The meeting had agreed to invite the Police to attend their next meeting.
- g. YLCA Joint Training Conference. Councillors Wilde and Walters had attended. It was a good day and each of them had attended different workshops, apart from Planning which both attended. Councillor Wilde had attended Budgeting and Code of Conduct workshops and Councillor Walters had attended Clustering and Sharing Resources and an Induction for new Councillors. Councillor Wilde said budgeting information was important. It was recommended that as a small parish we should have 50% of our budget set aside for contingencies. There was an interesting calculation about how much we should be getting per household which came to £30-£50 per household. The Council agreed that "Understanding the LDF" training should be requested from the District Council as part of the planning training.
- h. Affordable Housing. Ms Madden, Hambleton Rural Housing Enabler, wished to attend a Parish Council meeting to talk to the Council. The Council decided that they would await information from the Parish Plan before inviting her. This would probably be in the New Year. Councillor Wilde said a survey had been carried out by the District Council a few years ago and he will up date the Council at the next meeting.
- i. CPRE Membership. Councillor Walters had found the CPRE Fieldwork magazine useful. The Chairman thought the magazine should be available in the Village Hall for people to read. Councillor Walters proposed that the Council take out a year's subscription, for £27.00, Councillor Williams, seconded and this was agreed unanimously.

7. Report from District Councillor Mrs Fortune.

District Councillor Mrs Fortune said she thoroughly recommended the shed alarms and light timers and thought it was good to publicise the fact that they were available to buy from the District Council. She had attended the Roadshow about kerbside recycling. Very shortly boxes and new blue bags will be distributed. The District Council instead of a contractor will be responsible for recycling paper. Information will tell you very clearly what can go in the boxes and bags. She recommended that householders marked their boxes. If a household wished to have an extra box they can request one.

8. Finance

The cost of scanning important documents would be 10p for A4 and an extra cost for larger documents. An invoice from Mr D Kitching for £60.00 for grass cutting of the verges was agreed for payment. The second half of the precept of £900 was received from the District Council and £5.98 repayment of VAT was received from the YLCA Joint Training Conference. The balances in the Council's accounts were as follows:

Community Account	£1,198.27 (10 October 2007)
Business Premium Account	£876.38 (7 July 2007)

£800 had been transferred from the Community Account to the Business Premium Account on 12 October 2007.

The precept for the next financial year will be discussed next month. Councillor Walters said it would be useful to have information from the Parish Plan on what residents want.

9. Village Hall

The Chairman said the Management Committee meetings are now held a week after the Parish Council meetings. A Cheese and Wine evening had been held on Saturday, 13 October. On Friday, 23 November there will be a theatre production of My Fat Friend and in January the pantomime Pinocchio. In the current account there is £3,144 and in the Reserve Account £3,113. The Chairman had mentioned the possibility of a joint insurance policy and they will look into it for next year.

10. Grass Cutting of Verges

Councillor Woodhouse had sent an e mail saying that he had been asked to progress this matter as the verges were badly cut this year leading to poor vision on some bends. The Chairman thought more input was required from Councillor Woodhouse. District Councillor Mrs Fortune said there is Government legislation about the cutting of hedges.

11. Tree Preservation Orders

Councillor Woodhouse's e mail had recommended a list/register of the trees in the Parish which have a TPO be put on the website. District Councillor Mrs Fortune said planning permission is always required for work on a tree with a TPO. The Chairman gave a website for information [www.communities.gov.uk/publications/planning and building/tree preservation orders](http://www.communities.gov.uk/publications/planning_and_building/tree_preservation_orders). The fir tree at 24 Cooper Lane had been planted to commemorate the Jubilee of Queen Victoria and the Chairman thought it should have a plaque. Councillor Woodhouse will be asked if there were any comments in the Parish Plan about trees. Councillor Walters said there are grants for carbon reduction schemes.

12. Use of Potto Notice Board

Councillor Woodhouse said he had received a complaint that notices are being removed from the notice board. The Council felt that this was not a Parish Council issue.

13. Correspondence

- a. The minutes of the District/ Parish Liaison meeting held on 24 September were received and will be circulated.
- b. Notification of the Stokesley and Villages Community Regeneration Group meeting held on 10 October in Stokesley. No-one from Potto had attended. District Councillor Mrs Fortune recommended attendance and said it is a place where a Parish can flag up projects. It was agreed that we needed to be represented.
- c. Leaflet from the Standards Board for England on Town and Parish Standards was received. Circulate to Councillors.

- d. Agenda for the Hambleton Branch meeting of the YLCA to be held on 17 October plus the minutes of meeting held on 16 May 2007 and the Joint Executive Meeting minutes held on 21 July 2007. Passed to Councillor Bailey.
- e. Details of Area Groups from Hambleton Strategic Partnership. Circulate to Councillors.
- f. Assembly Digest from YLCA and details of their web site. Circulate to Councillors.
- g. Information from Defra on Ways to tackle Climate Change. Circulate to Councillors.
- h. Information from Hambleton District Council on kerbside recycling, Update, and details of the Beacon Award. A poster on recycling will be put on the notice board. The Update gives details of the LDF exhibition and meeting to be held in Stokesley on Tuesday, 6 November. This information will be posted on the notice board.
- i. Received from Hambleton District Council the Hambleton LDF Allocations Development Plan document – Preferred Options Consultations. This will be circulated to Councillors.
- j. Notification from YRCC of a 21st Century Villages Conference and AGM to be held on 3 November. Passed to the Chairman for the Village Hall.
- k. E mail from YLCA on Local Area Agreements. Councillors had received a copy.
- l. E mail from YLCA on Information Services. Councillors had received a copy.

The Chairman declared the meeting closed at 9.00 pm.