

**MINUTES OF THE MEETING OF POTTO PARISH COUNCIL HELD ON
MONDAY, 18 FEBRUARY 2008 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.

District Councillor Mrs Fortune

Meeting open to the public. None present. Councillor Woodhouse spoke on behalf of a resident about the street lights from the telephone box south down Cooper Lane and how they were obstructed by trees. The resident thought more modern lights like the one outside Church shed more light downwards. The Chairman agreed that some of the lights were outdated. Councillor Wilde said the Parish Council did submit a lighting plan and a survey was carried out. An extra light was requested between the Church and the corner and one further down Cooper Lane. District Councillor Mrs Fortune said if the lights are not efficient because trees need to be cut back; the Hambleton Safety Partnership has criteria for new lights which include removing the fear of crime. Good illumination is part of this. The people who own the trees should be contacted. The Council agreed to ask for a survey of the lights with a view to updating them because of safety concerns. Councillor Woodhouse brought up a second matter from a resident concerning the parking on the proposed Open Gardens Day. It was thought perhaps the Village Hall car park could be used to alleviate the on road parking. Councillor Wilde said the Committee was aware of the problem because of what happened last year. The Village Hall Committee will be asked about the use of the car park.

Councillor Woodhouse said a resident had contacted him regarding the minutes of meetings and asked for the minutes to be issued in draft form so that there was not so long a time lapse before the minutes of meetings could be read. The Chairman said the meeting is open to the public to come and discuss any item at any of our meetings. He did not see the point of two lots of minutes going out each month. Councillor Williams thought people who were interested can attend meetings. The Clerk said there is nothing to stop the Council publishing draft minutes as long as they are stated to be draft. The Council did not feel it was what they wanted to do. The Chairman invited anyone who was interested or had anything to say to attend the monthly meeting.

1. Apologies for absence were received from County Councillor Mr T Swales and PC M McFarlane.
2. The minutes of last month's meeting had been circulated. Councillor Walters asked for an alteration on page 537, fifth line "Councillor Walters said we only have a quotation..." instead of "Councillor Walters said we only need a quotation..." The minutes were then signed as a true record, with this alteration.
3. **Police Report and Neighbourhood Watch.** The crime statistics from NY Police for January 2008 had been e mailed to Councillors. A written report was received from PC McFarlane and read out by the Chairman. There have been very few incidents of note occurring over the past month in Potto. Councillor Wilde reported an incident about a neighbour hearing noises from an empty house. He had investigated but found nothing. He will check to see if the incident was reported.
4. **Planning Decisions of Hambleton District Council.** None
5. **Planning Applications.** None. An e mail was received from the District Council on changed arrangements for the submission of applications which will take place on 6 April 2008. Details are set out in full at www.communities.gov.uk/publications/planningandbuilding/validationapplications.

6. Matters Arising from last month's meeting

- a. Footpaths. It was decided that the matter of the surface of the green lane will be held in abeyance until the Parish Plan is formulated and published.
- b. Parish Plan. Councillor Woodhouse said only four children's questionnaires have been returned, 10%. It will go on the web site. The draft of the Parish Plan was shown to Councillors.
- c. Trees. Quotes had been received from A Hill & Sons and Wilkinsons. Northdale were unable to quote. Mr Hill will give free advice and two days of his own time whereas Wilkinsons charge. The Chairman thanked Councillor Walters for his work on this and said it was much appreciated. Councillor Walters said there is a plan of where the trees should be planted. Permission of the land owners has still to be confirmed. The trees need to be planted by mid March. There are 3 volunteers at the moment and at least one more would be welcome. A note will be put on the web site asking for volunteers. Councillor Woodhouse proposed, seconded by Councillor Wilde that the quote from A Hill & Sons be accepted. This was agreed unanimously. The trees will be between 10-12 feet high. Planting will be done on 8 and 15 March. The Chairman has painted the seat under the oak tree.
- d. No Cold Calling zone. The Chairman said no-one from the County Council had been in touch. Councillor Wilde agreed to take over responsibility for this and the Clerk will give his e mail address to Elizabeth Fitzgerald, Senior Trading Standards Officer of the County Council.
- e. Planning Training. Councillor Woodhouse had attended the planning training at Hutton Rudby with Mr M Cann, Hambleton District Council. He had found it worthwhile and thought there should be more training. Councillor Woodhouse agreed to circulate his questions and the responses.
- f. North York Moors National Park Authority. LDF Core Strategy & Development Policies document. The Council had no comments to make.
- g. Communities and Local Government. Orders & Regulations relating to the conduct of LA members in England. The Council had no comments.
7. **Finance.** A letter was received from the Audit Commission reappointing Mazars LLP, Southampton as external auditors for Potto Parish Council. The annual fee payable for the years 2007/8 to 2011/12 is £50.00. The balances in the Council's accounts are as follows:

Community Account	£143.50 (10 January 2008)
Business Premium Account	£1,681.70 (7 December 2007)

8. **Report from District Councillor Mrs Fortune.** Nothing to report.

9. Village Hall. The minutes of the meeting held on 11 February 2008 were received and will be circulated to Councillors. The balances were: Current Account £4,264. Reserve Account £3,154.

10. Parish Council letterhead. Councillor Wilde will provide a template for the letterhead.

11. **Grass Cutting.** Councillor Woodhouse expressed his personal view that the Council should have a more formal transfer of information to Mr Kitching about where to cut the verges. There should be more control and two cuts instead of one. He suggested a copy of a map showing where to cut. Councillor Woodhouse mentioned Parsons Back Lane. The Chairman said Mr Kitching cuts from Potto Hall corner one side down to Mr Les Clark's. Councillor Woodhouse said we are a Parish so other parts should be cut. The Chairman said it is the County Council's responsibility to cut outside the village. He suggested that the Council speak to County Councillor Mr Swales and ask his advice. Councillor Woodhouse said we should ask for what the County Council is responsible.

12. Correspondence

- a. Letter from Hambleton District Council regarding a complaint to the Standards Board giving the outcome of the investigation which concluded that Councillor Woodhouse's conduct did not breach the local Code of Conduct. It was read out by the Chairman.
- b. Letter from the Standards Board for England concerning an alleged breach of Code of Conduct by Councillor Wilde. The Standards Board for England decided that the allegation should not be referred to an ethical standards officer for investigation. Taking account of the available information they do not believe that a potential breach of the Code of Conduct is disclosed. The letter and findings were read out by the Chairman.
- c. Letter from Mr M Richards, Head of Legal Services recommending that all Councils consider documenting very carefully their relationship with bodies on which they have representation or in which they have an interest. In particular, consideration should be given to documenting governance and financial arrangements at an early stage.
- d. Notification of the temporary closure of Doctors Lane, Hutton Rudby from NYCC. This had been e mailed to Councillors.
- e. Circular from Hambleton District Council concerning consultation on car park charging. A meeting will be held on Monday, 25 February at 7.30 pm in Stokesley Town Hall. The Council filled in the questionnaire and agreed that they preferred to see no charges for parking.
- f. Advance notice from Hambleton District Council of the District/Parish Liaison meeting to be held on Monday, 3 March at 7.00 pm in the Fairburn Suite at Northdale Horticulture, Yafforth Road, Northallerton.
- g. Winter service leaflets from NYCC. A copy will be put in the noticeboard.
- h. E mail from YLCA which had been forwarded to Councillors saying that Help the Aged has prepared a helpful guidance pack for communities to use to help put forward a sound case against closure of a Post Office. It can be downloaded at www.helptheaged.org.uk/NR/rdonlyres/F2B5C1E0-9330-4100-86FF-21E326140B37/0/PO_briefing_pack_061107.pdf 120 people had attended a meeting at Swainby.
- i. Agenda for the NYCC Hambleton Area Committee meeting to be held on Wednesday, 27 February at County Hall, Northallerton. Received.
- j. Letter and CD from NYCC on the North Yorkshire Minerals and Waste Development Framework – submission of Minerals and Waste Core Strategies. A list was given of the planning policies within the Council's current Minerals and Waste Local Plan which are to be replaced by the new policies contained in the documents to be the subject of examination.
- k. Circular from NYCC on the Rights of Way Improvement Plan which has been formally adopted.

A letter was received from Councillor Mrs J Williams stating her intention to resign from the Council after the March meeting due to work commitments. The Chairman thanked her for her input over the years and wished her every success.

The Chairman said he was also resigning and this would be his last meeting. He thanked Councillors for their support during his period of office and wished the Council success for the future.

Councillor Wilde expressed the thanks of the Council to the Chairman and said he had been a voice of reason and will definitely be missed.

The Chairman declared the meeting closed at 8.45 pm

