

**MINUTES OF THE MEETING OF POTTO PARISH COUNCIL HELD
ON MONDAY, 3 AUGUST 2009 AT 7.15 PM IN THE VILLAGE HALL**

Present: Councillor Mr N Walters (Chairman) Councillors Mrs D Hardy and Mr G Woodhouse

District Councillor Mrs B Fortune

1 member of the public

Meeting open to the public

Mr Howe said he would like to speak about item 5a, a planning application for a single storey extension to The Old Orchard, Cooper Lane for Mr D Moore. The District Council put up a site notice, the planning application is mentioned on the Parish Council's agenda and the Parish Council also circulate to near neighbours a planning application notice. Given these items, when did the Parish Council agree to Councillor Woodhouse circulating a petition for refusal of Mr Moore's application? Councillor Woodhouse stated that this assumption was incorrect and asked Mr Howe from where he had obtained his information. Mr Howe repeated his question and Councillor Woodhouse again said he had not. The Chairman said the Parish Council has not asked for a petition. Mr Howe then said he deduced it was a personal interest that made Councillor Woodhouse take a petition round. Councillor Woodhouse asked on what grounds Mr Howe had made the assumption that he took a petition round. The Chairman said it is not the Parish Council that is the owner of the petition and to the best of the Council's knowledge it is not Councillor Woodhouse. Councillor Woodhouse has received a number of comments regarding the application from parishioners. Mr Howe explained how neighbours had informed him of the facts and are prepared to commit it to paper concerning Councillor Woodhouse and the petition. The Chairman asked if there was a copy of the petition which the Council could see. Councillor Woodhouse replied that it had been sent in to the District Council. Mr Howe said the immediate neighbours support the application and objected very strongly to the methods employed to try and prevent the proposal.

Mr Howe had a copy of an e mail which Mr Woodhouse had sent to the District Council Planning Officer dealing with Mr Moore's application. The e mail was written by Mr Woodhouse as a very concerned near neighbour which, Mr Howe said, shows he has a strong personal interest in this matter. He appreciated that Mr Woodhouse had the right to comment on any planning application but it was not acceptable, democratic or due planning process to use his position as a Parish Councillor to attempt to prevent another individual's planning permission. Mr Howe then asked that in view of the petition and e mail as well as other breaches of the Code of Conduct, Councillor Woodhouse declare an interest and remove himself from the decision process. Mr Howe said a formal complaint will be sent to the Standards Board about the actions of Councillor Woodhouse and, regrettably, that would also include any other Parish Councillor who condones his actions and could subsequently breach the Code of Conduct.

The Chairman said we will wait for a copy of Mr Howe's comments and will need to investigate the comments and refer to the Standards Board Code of Conduct to see if there is any legitimacy in the claims that have been made.

The Chairman closed the meeting to the public.

1. Apologies for absence were received from County Councillor Mr T Swales and Councillor Mr A Wilde.

2. The minutes of the meeting held on 15 June 2009 had been circulated; they were agreed as a correct record and signed by the Chairman.

3. **Police Report and Neighbourhood Watch.** The crime statistics for May had been received from NY Police and circulated. Councillor Hardy said a Ringmaster message had been received about the theft of an adult tricycle from Stokesley. Messages were put on the notice board. The Police are holding a crime surgery next week at Tesco in Northallerton from 12 noon – 2.00 pm. Surgeries are also planned for 2 September and 7 October. People had been cold calling in Potto today about home improvements. Their details were taken. Councillor Woodhouse reported on break-ins in Swainby. Councillor Hardy said the Ringmaster system does not seem to be working the same as in the past. The Clerk said Mrs Milburn, the Neighbourhood Watch Co-ordinator for Hutton Rudby, had been invited to a meeting in September to discuss Ringmaster. She will ask Mrs Milburn for details.

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

a. Alterations and extensions to part of roof of 5 Cooper Close for Mr D Cartwright. 09/01258/FUL. Approved, subject to conditions.

5. **Planning Applications**

a. Single storey extension to The Old Orchard, Cooper Lane for Mr D Moore 09/01906/FUL. A copy of the e mail referred to in the Meeting Open to the Public session was given by Mr Howe to the Chairman. The Chairman said a parishioner feels that Councillor Woodhouse has not behaved properly and therefore we find ourselves in an abnormal situation. Councillor Woodhouse said he had a letter from a resident concerning the application. The letter was not addressed to the Parish Council so was not read at the meeting. The Chairman asked District Councillor Mrs Fortune for her opinion. She said we have to be open and transparent in all dealings. The Chairman said the Council cannot comment on this application tonight and the closing date for comments is tomorrow. It was agreed that due to having insufficient Councillors at the meeting tonight we cannot vote on the application. The Chairman said given the comments made by Mr Howe we need to review our planning policy to make sure we do not get ourselves into this situation again. It was agreed to send the application back saying that due to an insufficient quorum the Council could not make any comment.

Mr Howe left the meeting.

b. Site visit on 22 June by District Council Development Committee to Glen Lyon, Goldgate Lane. District Councillor Mrs Fortune said the application was deferred.

6. **Matters Arising**

a. **Footpaths and Green Lane.** County Councillor Mr Swales was due to meet with Mr Lewis of NYCC Highways to discuss gates for the green lane. A report from him is awaited. Councillor Hardy asked that the Council request a further supply of road planings. This was agreed. Councillor Woodhouse reported that Mrs Cartwright had given him 6 draft footpath walks. He will walk them and take photographs. Bring forward next month. The stile in field No. NZ 47033823 will be reported to the Public Rights of Way Section for replacement or repair.

- b. Traffic in Parsons Back Lane. Councillor Woodhouse reported that Mr Longbotham had a meeting with Highways in July. No update has been received. Bring forward next month.
- c. No Cold Calling Zone. Councillor Woodhouse showed an item from the ny times warning householders about cold callers during the summer. The Council agreed to pursue a cold calling zone further.
- d. Water Trough. District Councillor Mrs Fortune urged against allowing anyone to clear out the trough. It is a health risk. Councillor Hardy said the drainage is not working as it should. It was agreed to ask County Councillor Swales if he had made any progress on this matter. Highways will also be contacted to inform them that the trough belongs to the Parish Council and nothing should be done without the Council's agreement. District Councillor Mrs Fortune suggested it would be best if it was jettied quarterly.
- e. Sandbags. There are no sandbags stored at the Village Hall. It was agreed to make a list of properties which are liable to flooding. Residents will be asked if they want a supply. The Clerk will contact Mr Brown of the District Council about this. Councillor Hardy suggested it was something to go in the newsletter.

7. Finance

The Council agreed to renew their subscription to Clerks & Councils Direct magazine at a cost of £10. An invoice was received from Mr Kitching for grass cutting for £150. It is not clear whether this invoice is for a full year or whether another cut will be undertaken and this will be queried. The budget for grass cutting was set at £250 for the year. The risk assessment for the Council will be carried over to next month. The balances in the Council's accounts are as follows:

Community Account	£956.71 (10 July 2009)
Business Premium Account	£1,698.55 (9 June 2009)

8. Report from District Councillor Mrs Fortune

District Councillor Mrs Fortune said the Fire Service in Northallerton are in urgent need of scrap cars which they use for training purposes. Anyone who has one available please contact the Fire Service.

9. Village Hall

The barbecue was a success and the Chairman said thanks should go to the Village Hall Committee and Friends of the Village Hall for their sterling work in organizing it. Refurbishment work is to start soon. A window is to be changed to doors on to the car park for the nursery. Grants have been obtained for the work. The Secretary will be asked to e mail a copy of the minutes to the Council.

10. Unclassified road leading to Village Hall

Councillor Woodhouse reported on conversations with Councillor Wilde and Mr Davison. Bearing in mind the advice from YLCA Mr Davison is still wishing to get the refurbishment organized and bearing part of the cost. Councillor Woodhouse thought if the remaining section could be registered in Mr Davison's name, something could be done in 2010. He volunteered to fill in the papers for the Land Registry and bring them to the next meeting. The Village Hall Committee has agreed to pay the £80 fee. The Chairman said if Mr Davison takes ownership several funding areas will not be available. In response to the query from Councillor Woodhouse about whether she was in contact with other Parish Councils in this situation, District Councillor Mrs Fortune said you must keep residents informed and

involved. She asked why the Parish Council was not prepared to register it in their name. The Chairman said the biggest issue is finding someone to take on the project. Councillor Woodhouse suggested that our insurance company be asked by how much the premium would increase. Councillor Hardy proposed that the Council do the forms to apply for ownership and inform the residents. This was agreed unanimously.

11. Correspondence

- a. Letter from A E Thoms, Churchwarden, Whorlton PCC giving details of the maintenance of the graveyard at Whorlton. Received.
- b. Letter from Rt Hon William Hague enclosing copy of the letter from the Chairman of BT in connection with the removal of the public payphone in Potto. Received.
- c. Details from Yorkshire and the Humber Regional Training Partnership of the Annual Joint Regional Training Conference to be held in Scarborough on 30 October – 1 November 2009. Circulate to Councillors.
- d. Letter from NYCC about the election of Parish Representatives to the Hambleton Area Committee. Circulate to Councillors.
- e. Overview and Scrutiny Annual Report April 2008 – March 2009 from NYCC. Circulate to Councillors.
- f. E bulletin from NALC. Forwarded to Councillors by e mail.
- g. Information from Northern Gas Networks on grants for environmental projects e mailed from YLCA and forwarded to Councillors.
- h. E mail from YLCA on Flooding in England and Rights of Way Advice Notes. Forwarded to Councillors.
- i. Invitation from YLCA to attend a training seminar on Councillor Skills at Hutton Rudby on 4 August. No-one was available to attend.
- j. North Yorkshire newsletter from CPRE. Circulated to Councillors.
- k. E mail from CPRE giving news from North Yorkshire. Forwarded to Councillors.
- l. News e mail from Charity Commission. Forwarded to Councillors.
- m. E mail from Rural Community Network asking if Councillors wished to receive e mails to their personal e mail address. Councillors decided that e mails should continue to be sent to the Parish Council e mail address.
- n. News by e mail from Rural Services Community. Forwarded to Councillors.
- o. Newsletter from Rural Services Network by e mail. Forwarded to Councillors.
- p. E mail from Ms Amanda Madden Rural Housing Enabler on the threat to village pubs and shops. Forwarded to Councillors.
- q. Clerks & Councils Direct magazine. Circulated to Councillors.
- r. Bulbs catalogue from R J Parker. Given to Councillor Hardy for “Pride in Potto”.
- s. E mail from YLCA concerning Villages SOS Initiative by the BBC. Forwarded to Councillors.
- t. E mail from Defra regarding biodiversity via YLCA. Forwarded to Councillors.
- u. Copy of letter from Hambleton District Council to Mr & Mrs Kitching agreeing to the name for a new property. Circulate to Councillors.
- v. Circular letter from County Councillor G Dadds on In-patient Care in the South Tees NHS Foundation Trust. Circulate to Councillors.

The Chairman declared the meeting closed at 9.15 pm.

