

**MINUTES OF THE MONTHLY MEETING OF POTTO PARISH COUNCIL
HELD ON MONDAY, 15 MARCH 2010 AT 7.15 PM IN THE VILLAGE HALL**

Present: Councillor Mrs D Hardy (Chairwoman) Councillors Mrs E Griffin and Mr G Woodhouse.

1 member of the public

Meeting open to the public

Mr Moore said he was at the meeting to pick up on any developments arising from the previous meeting. Representatives from the Environment Agency are coming to the village on the 26 March and Northumbrian Water will attend the next meeting. District Councillor Mrs Fortune had taken the flooding problem to Clive Thornton at the District Council and Northumbrian Water was liaising with him.

The Chairwoman closed the meeting to the public.

1. Apologies for absence were received from County Councillor Mr Swales, District Councillor Mrs Fortune and Councillors Messrs A Wilde and N Walters.
2. The minutes of last month's meeting had been circulated. The Chairwoman said Councillor Walters had been shown as present at the meeting although his apologies were given. He will be removed from the list of those present. Councillor Woodhouse said under item 3 Police Report and Neighbourhood Watch; it had been the Chairman who proposed that a token of appreciation be given to Mr Whitlock. This alteration was made. After these two alterations, the minutes were agreed as a correct record and signed by the Chairwoman. The Clerk said the Annual Meeting for Parishioners is usually held just before the April meeting of the Council on the same night. It was agreed that the Annual Meeting will be held at 7.15 on Monday, 19 April in the Village Hall to be followed by the monthly meeting of the Parish Council. Northumbrian Water will be invited to attend the first meeting.
3. **Police Report and Neighbourhood Watch.** The February crime statistics had been received from NY Police and forwarded to Councillors. It was noted that the figures for total crimes and total incidents were up. Councillor Woodhouse said that a Police Officer had not been present at a Council meeting for some considerable time and proposed the Council ask for an officer to attend. This was agreed. The Chairwoman said there is a meeting next month in Stokesley Town Hall for Neighbourhood Watch. Councillor Woodhouse said thanks to our web master we now have a system whereby residents can sign up to receive ringmaster messages.
4. **Planning Decisions of Hambleton District Council.** None.
5. **Planning Applications**
 - a. Installation of two windows and porch extension to Glen Lyon, Swainby Ellers. Change of use of land from agricultural to domestic. Construction of domestic

garage, stable and store for Mr T Foley. 10/00523/FUL. Councillor Griffin proposed that a site visit be arranged, Councillor Woodhouse seconded and the Chairwoman said she would try to arrange one for Saturday.

- b. Proposed removal of 586m of hedgerow at Thornhill Farm, Black Horse Lane for Dawson Farms Ltd. 10/00222/HNA. A letter was received from Dawson Farms Ltd. concerning the hedgerow which they wished to remove. Councillors Wilde, Hardy and Woodhouse held an extra meeting on Friday 19 February in the Village Hall and it was unanimously agreed to recommend refusal of the application for the following reasons. 1. The hedge is more than 30 years old. 2. The hedge meets the criteria noted in the hedgerows regulations pamphlet item 7. 3. The gaps in the hedge amount to less than 10% not the 50% as noted in the application. 4. A footpath crosses one of the hedges and runs parallel with the other. 5. The hedgerows contribute to the rural scene of the Parish and this needs preserving as noted in the Parish Plan.

6. Matters Arising

- a. Footpaths and Green Lane. Councillor Woodhouse said the first footpath walk is now on the website for people to download. He would aim to get the others done in the summer.
- b. Planning Applications. Defer to next meeting.
- c. Planning Training. Councillor Woodhouse suggested that the Council send an e mail of thanks to Mr Cann. Councillor Woodhouse had taken notes and he will circulate these. He mentioned that Mr Cann had said after the meeting that the District Council hoped to soon have a new system up and running so that anyone can log in to receive planning applications which occur within a radius of their house by e mail.
- d. Supply of Salt. Nothing to report.
- e. Flooding in Potto. Representatives from the Environment Agency were due to meet with residents on Friday, 26 March.
- f. Trees. About 4 of the trees which were planted have died. Councillor Walters will have information on whether Hills will replace them free of charge.
- g. Grass Cutting. A quote of £110 per cut was received from Mr Hutchinson. Councillor Woodhouse proposed that this quote be accepted, Councillor Hardy seconded and all agreed. The cuts will be done in April and August.
- h. YLCA – Making a Gift. An e mail had been received from YLCA concerning the proposed gift to Mr Whitlock. Councillor Woodhouse said there is nothing in the budget covering website maintenance. Councillor Woodhouse proposed that Mr Whitlock be asked to submit an invoice for £25 for annual service, Councillor Hardy seconded and all agreed.

7. Finance

The Chairman was working on the amended version of the Risk Assessment but Councillors had not yet received a copy. It was agreed to carry over to the next meeting. A review of the Financial Regulations was deferred to the next meeting. An invoice was received from YLCA for renewal of membership at a cost of £116. This had risen by £17 from last year. Councillor Woodhouse proposed that the invoice be paid, Councillor Griffin seconded and this was agreed unanimously. The Clerk's ¼ salary + travel of £133.75 was also agreed for payment. The balances in the Council's accounts were as follows:

Community Account	£1,224.39 (10 February 2010)
Business Saver Account	£1,699.18 (9 March 2010)

8. **Reports from County and District Councillors.** None present. Councillor Woodhouse said District Councillor Mrs Fortune was going to find out if there was money in their budget to fund a VDS.

9. **Village Hall.** A letter was received from the National Council for Voluntary Organizations and this will be passed to the Management Committee. Councillor Woodhouse said he had e mailed the Management Committee Secretary to ask if they could include Mr Whitlock on the minutes circulation. It was discussed at their meeting but they do not want to do so. Councillor Woodhouse thought it was reasonable for people to access the minutes on the website. He proposed, seconded by Councillor Griffin, that the Management Committee be asked to reconsider their decision. This was agreed unanimously. The minutes had been circulated to Councillors.

10. Unclassified Road leading to Village Hall

The Clerk had sent all the Land Registry papers to the YLCA with a covering letter asking for their advice. Councillor Woodhouse said he had recently been made aware of a document which would suggest that other people do own a section of the road. The Chairwoman said the document should be brought to the Parish Council meeting. After further discussion it was agreed that the matter would be left until the next meeting when the other Councillors are present. Councillor Woodhouse said he would try to obtain a copy of the document.

11. Parish Plan. Actions 1, 2/4, 7, 10, 20, 22, 29

Action 1 Planning Training – the target had been met. Action 2/4 Production of a VDS – awaiting feedback from District Councillor Mrs Fortune. Action 7 Increase safety of all road users – the Clerk had sent an e mail regarding a speed monitor at Potto Hall cross roads. Action 10 – Change type of street lights. One new street light had been promised quite a while ago. It is hoped that the others can be changed to more environmentally friendly ones when the time comes to up date them. Action 20 – Village Hall Car Park surface. The Chairwoman said the Swainbees Nursery have asked for something to be done about the pot holes. The pot holes will be filled in when the concrete apron is done. Action 22 – Repairs to unsurfaced lane leading to Village Hall. This has been discussed under item 10. Action 29 – No Cold Calling Zones. Part of Cooper Lane is now a no cold calling zone and a notice has been put up at the beginning of the unsurfaced area. Councillor Woodhouse suggested that Potto Hall may be another area but the Chairwoman said they have electronic gates and have never mentioned having a problem with cold callers.

12. Correspondence

- a. Invitation from Rural Action Yorkshire to attend a session on Participatory Budgeting on Wednesday, 24 March at 7.00 pm at Hambleton Forum. Each Councillor had received their own copy and will reply individually.
- b. Information from Hambleton District Council on Payments and Purchase Orders. This may have been sent to the Council in error and the Clerk will check.

- c. Parish Council Survey from Hambleton and Richmondshire District Council. The Clerk will complete and return.
- d. Agenda for Hambleton Branch meeting of YLCA to be held on 17 March at Northallerton, minutes of meeting of Hambleton Branch held on 14 October 2009, minutes of Joint Executive Board held on 17 October 2009 and proposal to develop a Parish Charter between NYCC, Parish Councils and the District Councils all received by e mail from YLCA. The charter will be circulated to Councillors.
- e. Training and Development Programme from YLCA and White Rose Update received by e mail from YLCA and forwarded to Councillors.
- f. Note from Hambleton District Council saying the meeting of the Area Forum due to be held on 22 March at Stokesley has been cancelled.
- g. Information from Hambleton District Council on a Stokesley EngAGE day for the over 50s to be held in Stokesley Town Hall on Friday, 26 March. A poster will be displayed on the notice board.
- h. Parish News from Rural Services Network received by e mail and forwarded to Councillors.
- i. Clerks and Councils Direct magazine. Circulate to Councillors.
- j. Newsletter from A Hill & Sons Ltd. Circulate to Councillors.
- k. Letter from NYCC on Winter Conditions in reply to the Parish Council's letter. Circulate to Councillors.
- l. Questionnaire from York & North Yorkshire Playing Fields Association on the provision of play areas and playing fields. The Clerk will respond.
- m. Update from Hambleton District Council. Circulate to Councillors.

The Chairwoman declared the meeting closed at 8.47 pm