

**MINUTES OF MEETING OF POTTO PARISH COUNCIL HELD ON
WEDNESDAY 20 JANUARY 2021 AT 7.00 PM REMOTELY VIA TEAMS**

Parish Council Meeting

In line with new government legislation and NALC Guidelines regarding social distancing etc. the Parish Council Meeting will continue to be held remotely via TEAMS.

Any member of the public wishing to join the meeting remotely can contact the Clerk for an invitation.

The Chairman explained the current restrictions and regulatory changes that have been put in place due to the ongoing Covid-19 pandemic, including the new rule of six and its implications.

Further the Annual Meeting and election of officials have been postponed to a time when the current restrictions are lifted.

Meeting open to the public

Two residents joined the meeting to discuss planning application 20/02738/MBN – Land and buildings West of Rawcliffe, 46 Cooper lane Potto. Some objections have been sent into Hambleton Planning; however, the application has also received some support from residents. The residents provided some background to the application and detailed their aspirations for the site. The residents explained that the family have a farming background and intended to improve the whole site and make it an asset to the village as it is currently an eyesore and will only deteriorate if the site is not allowed to be developed. The residents informed the council that they have submitted an amendment and that an extension of 3 weeks had been granted. The residents stated that they do not want it to look like a converted barn, want it to be a house that they are proud of.

Discussed permitted development for conversion from agricultural use, it was noted that the planning consultant has summed up the application well and stated that it has been used previously for agricultural use.

Discussed previous applications for dwellings on the site and the differences between the various applications that had been made for the site over the years.

1. Reminder by the Chairman of the Councils expectations for the audio or visual recording of this meeting

No requests received

2. Apologies for Absence and approve reasons for absence

Present: Councillor Mr A Wilde (Chairman), Councillor Mr J Greco, Councillor Mr S Agar, Councillor Mr I Macpherson, Councillor Mrs E Griffin and County Councillor Mr D Hugill.

No Apologies.

3. Minutes of December Meeting

The minutes of December's meeting were discussed proposed, seconded and resolved.

4. Matters Arising from last month's meeting

- 4.1 Covid-19 – Parish Council can either cancel meetings or use available technology to hold meetings remotely. The Parish Council is committed to continue to provide as normal a service as possible to the residents of the parish during these difficult times. YLCA and NALC current recommendations are to continue meeting virtually.

- 4.2 Police Report – PCSO Snowden emailed the December Police report which had been circulated to Councillors. One report of anti-social behaviour in the area which was Covid-19 related.
- 4.3 Working together with Swainby Parish Council, Hambleton District Council and NYCC, Potto Parish Council have secured funding to replace and widen the bridge on the bridleway over Swainby Ellers. County Councillor Hugill has provided Potto Parish Council with £1000 financial support for the project, the Councillors thanked David for his support.

Discussed the current state of the surface of the bridleway due to the recent heavy rainfall. Cllr Hugill informed the council that not there had much take-up for the HDC Making a Difference Fund, it was agreed to submit an application to support maintenance and re-surfacing on the bridleway.

Arriety Heath of NYCC sent a note supporting volunteer activities on the footpaths, requesting updates on any work going on with footpaths, and said that she is looking forward to meeting us this year (restrictions allowing) and installing some more stiles.

- 4.4 Annual Returns – Nothing to update.
- 4.5 Parish Plan – Email received from a member of the public regarding Ingleby Arncliffe's village statement. Circulated to councillors for their information.
- 4.6 Traffic Calming – Discussed possible 40mph speed limit between Hutton Rudby and Potto. Cllr Hugill suggested contacting the 95Alive organisation, Councillor Wilde will look into this. More forms have been received from Police Commissioner for completing the grant for the speed signs. Mr Orr from Crathorne Parish Council has received £500 from localities budget towards funding for the project.
- 4.7 Defibrillator – The work to re-site the defibrillator is due to start tomorrow. North Yorkshire Ambulance Service were local and checked the defibrillator, they informed the Parish Council that the defibrillator requires a new battery. These cost £180.00 plus VAT which comes with 4-year guarantee. We will check info previous maintenance offered if it is still available, if not then agreed to purchase battery.
- 4.8 Potto Village Hall – The minutes of the Potto Village Hall committee meeting have been circulated. The Chairman and Clerk have been assisting Mr Harper with registering the Village Hall for VAT. Some events pencilled in for March/April, may have to be rescheduled.
- 4.9 IT systems – A new Huawei laptop has been purchased for the clerk with Microsoft Office. Thanks, given from the clerk.
- 4.10 New Planning Pro-Forma – Created and to be used when responding to Hambleton Planning

5. Report from County and District Councillors

County Councillor Mr D Hugill explained that some covid-19 signs have been put up in Osmotherley and Swainby warning visitors to stay away, however some local people had also been putting signs up.

Hambleton are working on a new Gypsy Traveller housing needs survey/policy. Consulting with Gypsy Travellers and they have been very forthcoming with assisting the council. Discussed how parishioners do not like to comment on Gypsy Traveller planning applications publicly for fear of reprisal.

The issue of flooding in the area and in particular Northallerton was discussed, NYCC have been extremely busy dealing with the current situation.

There is a County Council election scheduled for May, however there is uncertainty around whether this will go ahead, may be a last-minute decision. However; Potto Parish Council received an email from Sheena Spence at the YLCA saying that the elections will be going ahead.

6. Planning Applications consider and decide upon

6.1 Ref. No: 20/02738/MBN – Land and buildings West of Rawcliffe, 46 Cooper lane Potto. Councillor Wilde, and Councillor Agar have declared an interest in the application and Cllr Macpherson noted that he was acquainted with the applicant. Discussed the application and it was noted that a suitable development would dramatically improve the current state of the site and enhance the character of the village. Discussed the application of the Class Q status and reviewed previous submissions and comments from members of the public. Extension now is 18 February await amendment information from HDC.

6.2 Ref. No: 20/02744/FUL – Demolition of existing conservatory and new Single storey extension Old orchard, Cooper Lane Potto. It was noted that this was a very large extension to an already well-developed site. However, due to the location there will be very little impact on the street scene. Recommended for Approval.

6.3 Ref. No: 20/02696/MBN – Change of use from Agricultural building to 1 dwelling house, Goldgate lane. It was noted that this is a well-hidden site and that there would be no visual impact on the street scene. Concerns were raised about the precedence that class Q applications are providing a loophole to landowners to make developments at a number of locations in the parish. Recommended for Approval.

7. Planning Decisions of Hambleton District Councils

7.1 Ref No: 20/02423/FUL. Extension to and Renovation of Existing Dwelling Bread and Beer house, Butcher Lane, Potto. GRANTED.

7.2 Ref No: 20/02290/OUT. Outline application with some matters reserved for the construction of one detached dwelling. Land Rear Of 42 Cooper Lane, Potto. GRANTED. A number of residents have approached councillors with concerns regarding this application since the last meeting was held. Residents feedback was discussed, and it was agreed that the issues would be taken up with HDC planning department.

7.3 Ref No: 20/02347/FUL. First floor side extension and single storey infill extension to the front of the dwelling house. 9 Cooper Close, Potto. GRANTED. Residents have appealed against the decision on a number of grounds, residents were informed that their comments to HDC planning were treated as confidential so were not included on the website or with the decision-making process. HDC also said they did not take PPC comments into consideration. Discussed lack of confidence in HDC Planning Department. As with 7.2 it was agreed that the issues would be taken up with HDC planning department.

Glen Rock – No response yet

Container on land adjacent to Rawcliffe – Initial response received, to follow up.

The parish council is concerned at the arbitrary manner in which planning applications are handled within the parish, and why parish council and residents' views are not being considered. It was agreed that a letter to the senior planning officer will be drafted to try and understand what the issues are and to engage more closely with the planning department at HDC.

8. Matters requested by Councillors

Councillors worked hard to replenish the salt bins in the parish during the recent cold spell. It was noted that the stock of road salt will need to be assessed during the summer.

9. Finance

9.1 To note the following payments previously authorised.

Bridge	£ 2,500.00
Defibrillator battery	£ 180.00

9.2 To receive bank reconciliation and budget comparison to December 2020

Community Account	£ 5,921.85
Business Saver Account	£ 10,000.73

9.3 Budget review – spending planned on community projects.

9.4 An application to the Making a Difference Fund will be made for the bridleway maintenance

10. Correspondence

- 10.1 YLCA
- 10.2 Correspondence from a member of the public, re. planning.
- 10.3 Correspondence from a member of the public, published records.
- 10.4 Correspondence from a member of the public, information queries – Agreed to amend.

11. Any Other business

None

12. Next Meeting

Current meetings will be held via video conference until such time as restrictions are lifted.

Any member of the public can request an invite to the meeting from the Clerk.

Next month's meeting date Wednesday 17 February 2021 at 7.00pm

The Chairman declared the meeting closed at 9.15pm

**MINUTES OF MEETING OF POTTO PARISH COUNCIL HELD ON
WEDNESDAY 17 FEBRUARY 2021 AT 7.00 PM REMOTELY VIA TEAMS**

Parish Council Meeting

In line with Covid-19 related government legislation and NALC Guidelines regarding social distancing etc. the Parish Council Meeting will continue to be held remotely via TEAMS.

Any member of the public wishing to join the meeting remotely can contact the Clerk for an invitation.

Meeting open to the public

Non present.

1. Reminder by the Chairman of the Councils expectations for the audio or visual recording of this meeting

No requests received.

2. Apologies for Absence and approve reasons for absence

Present: Councillor Mr A Wilde (Chairman), Councillor Mr J Greco, Councillor Mr S Agar, Councillor Mr I Macpherson, Councillor Mrs E Griffin and County Councillor Mr D Hugill.

No Apologies.

3. Minutes of January Meeting

The minutes of January's meeting were discussed, proposed, seconded and resolved.

4. Matters Arising from last month's meeting

- 4.1 Covid-19 – Parish Council can either cancel meetings or use available technology to hold meetings remotely. The Parish Council is committed to continue to provide as normal a service as possible to the residents of the parish during these difficult times. YLCA and NALC current recommendations are to continue meeting virtually.
- 4.2 Police Report – PCSO Daniels emailed the January Police report which had been circulated to Councillors. Nothing to report.
- 4.3 Working together with Swainby Parish Council, Hambleton District Council and NYCC, Potto Parish Council have secured funding to replace and widen the bridge on the bridleway over Swainby Ellers. Invoices have been received from NYCC and paid; work is expected to start shortly.

Discussed the current state of the surface of the bridleway due to the recent heavy rainfall. We have submitted an application for the HDC Making a Difference Fund to support maintenance and re-surfacing on the bridleway.

Discussions around the removal of hedgerows along the field adjacent to Butcher's Lane. Following an exchange of photos and maps, the HDC confirmed it was OK as long as the hedge is being replaced it is classed as hedge maintenance.

Discussed railway footpath, and footpath is badly eroded and falling into the river will contact Andy Brown/EA/Tees River Trust and the Living Leven Project.

Arrietty Heath of NYCC sent a note supporting volunteer activities on the footpaths, requesting updates on any work going on with footpaths, and said that she is looking forward to meeting us later this year (restrictions allowing) and installing some more gates.

- 4.4 Annual Returns – Nothing to update.
- 4.5 Parish Plan – Nothing to update.
- 4.6 Traffic Calming – Nothing to update regarding speed sign, awaiting payment from Police Commissioner fund. Discussed possible 40mph speed limit between Hutton Rudby and Potto, contact Jody Power at 95 Alive project for advice.
- 4.7 Defibrillator – The Defibrillator has now been moved to a more central village location and is located outside 34/36 Cooper Lane underneath the lamppost. It has been fitted with a new battery and new pads.
- 4.8 Potto Village Hall –The minutes of the Potto Village Hall committee meeting have been circulated. The Chairman and Clerk have been assisting Mr Harper with registering the Village Hall for VAT. Some events pencilled in for March/April, may have to be rescheduled.
- 4.9 IT systems – Nothing to update. Discussed donating old computer equipment, following technology poverty for school children. Will check with NYCC if policy in place to recycle old tablet for this purpose.
- 4.10 Planning – following our correspondence with Hambleton District Council Planning Department; Jon Berry, Chief Planning Officer will attend the March PPC meeting to discuss the concerns of PPC and residents.

5. Report from County and District Councillors

County Councillor Mr D Hugill informed us that there was an agreed council tax rise of 1.99% raise and 1.5% for adult social care.

NYCC High Speed broadband scheme will be rolled out to 15,000 homes. £3,000,000 investment in market towns for improved broadband coverage.

6. Planning Applications to consider and decide upon

- 6.1 Ref. No: 21/00001/REFUSE Appeal -
Proposed landscaped mound and additional screen planting. Land and Farm Buildings North of The Old Orchard, Potto. Re-send previous comments, it was noted that PPC were not against the mound; they were against the noise, heavy traffic created from the site and legality of the use of the site. We did not receive an appropriate response from Hambleton Planning regarding our initial concerns of materials being burned and crushed on the site.
- 6.2 Ref. No: 20/02738/MBN – Land and buildings West of Rawcliffe, 46 Cooper Lane, Potto. Amendment Plan put in to HDC on 10 February and received this week by PPC. Councillor Wilde and Councillor Agar have declared an interest in the application as they are neighbours, Cllr Macpherson noted that he was acquainted with the applicant and Cllr Greco has previously done some work for the applicant. Discussed the application of the 'Class Q' status. Now changed from two dwellings to one. Comments have already been submitted.

7. Planning Decisions of Hambleton District Councils

7.1 Ref No: 20/02423/FUL. Extension to and Renovation of Existing Dwelling
Bread and Beer House, Butcher Lane, Potto. GRANTED.

7.2 Ref. No: 20/02744/FUL – Demolition of existing conservatory and new Single storey extension
Old Orchard, Cooper Lane, Potto. GRANTED.

7.3 Ref. No: 20/02696/MBN – Change of use from Agricultural building to 1 dwelling house,
Goldgate Lane, Swainby. DECIDED (Prior Approval Not Required)

Container on land adjacent to Rawcliffe – Initial response received.

8. Matters requested by Councillors

ICO Case Reference: IC-48023-Y9S3. Decision notice relating to the complaint made to the
Information Commissioner. Found against PPC with no action required, agreed to appeal.

9. Finance

9.1 To note the following payments previously authorised.

Insurance Renewal	£ 204.28
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9.2 To receive bank reconciliation and budget comparison to February 2021.

Community Account	£ 8,341.85
Business Saver Account	£ 10,000.73

9.3 Budget review – spending planned on community projects.

10. Correspondence

- 10.1 Correspondence from a member of the public, Published Records.
The correspondence was reviewed and a response will be provided.
- 10.2 Correspondence from a member of the public, Information Queries.
- 10.3 Thanks, received from members of the public for our help with planning.
- 10.4 Thanks, received from a member of the public for footpath maintenance.

11. Any Other business

Due to the winter weather the grit bins within the village were depleted, a number of councillors
assisted with the safe clearance of the roads within the village. Replacement grit will be purchased
later in the year. Thanks, given to the councillors from Cllr Griffin.

12. Next Meeting

Current meetings will be held via video conference until such time as restrictions are lifted.

Any member of the public can request an invite to the meeting from the Clerk.

Next month's meeting date Wednesday 17 March 2021 at 7.00pm

The Chairman declared the meeting closed at 8.45pm

**MINUTES OF MEETING OF POTTO PARISH COUNCIL HELD ON
WEDNESDAY 17 MARCH 2021 AT 7.00 PM REMOTELY VIA TEAMS**

Parish Council Meeting

In line with Covid-19 related government legislation and NALC Guidelines regarding social distancing etc. the Parish Council Meeting will continue to be held remotely via TEAMS.

Any member of the public wishing to join the meeting remotely can contact the Clerk for an invitation.

Meeting open to the public

Jon Berry, HDC Chief Planning Officer was present together with two members of the public. A preliminary list of points had been sent to HDC planning for discussion.

1a. PPC were concerned that the comments provided by the parish council do not seem to have any meaning or weight, as decisions are sometimes completely opposite to the comments provided. Jon stated that comments from parish councils are very important, and that HDC planning were trying to build relationships and engage with more councils. Jon expressed concern about point 1a and hope to do something about it. Discussed material planning considerations and what would expect from councils. Useful for the council to get training sessions from HDC planning, he is hoping to set something up later in the year.

1b. Expiry dates, regarding major applications, minor applications or house extension, no default permission would be granted. Must have decision notice given by planning. In some circumstances relating to agricultural buildings, these could be granted by default, it is becoming more of an issue, but very localised for limited types of development. Planning is entitled to extend the timescale, unless applicant is able to appeal against planning if a non-determination decision has not been made within the date.

1c. Confidential comments versus open comments, confidential comments were not taken into consideration, relating to certain applications and also comments on the planning application at the traveller site near Prestons. Jon sympathises with people wishing to make confidential comments; however, applicants have a right to know who has objected. In hindsight, should have gone back to applicants, and asked if wished to keep comments confidential. If you wish to make an objection confidentially, and to be taken into consideration you should contact the ward member and ask to make the comment.

2a. Local Plan – It was agreed that this was going on too long, but they were making progress, Covid-19 has slowed the process. Discussed the traveller policy, which they are currently waiting to be issued. Moving onto main modifications, awaiting report back in the autumn. Want everyone to have a brand-new local plan, and it is hoped that this will be done within 30 months, but because Hambleton got white paper in early, they will get an additional 12 months. Cllr Griffin asked what they are currently using. Policies currently using are likely to become the policies in the new local plan, depends on which policy and if inspector suggests any amendments.

2b. Potto is currently classed as an unsustainable settlement. Development boundary was set-aside at the end of the last local plan. Discussed the original planning boundary around the village. HG5 in the new plan is designed to replace the interim policy. Windfall Policy, there has been a lot of scrutiny in the development of the plan. There is some uncertainty about how inspectors will implement this. Small-scale limited development in a measured way, but unable to say in which location. We will find out more in the autumn when the inspectors report is published.

2c. Class Q planning. Central government want to deliver more housing, and the latest consultation has planners concerned and authorities have sent a strong letter to government to highlight these issues. Planning needs to confirm buildings have been used for agricultural use and can be developed into residential use without much work.

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3a. General feeling is that this derelict building needs to have 'something done with it' via the class Q policy or general planning policy, rather than allowing it to continue deteriorating. Discussed the development close to Goulton Grange Farm. Discussed different rules for different applications and the feeling that class Q applications seems to just bypass the planning approval process.

3b. PPC had no concerns with the application for the "landscaped mound" but raised concerns over the change of use for the site and subsequent environmental issues from the site. The location is around 100m to closest house. There had been an enforcement visit, but no follow-up has been implemented. Discussed at length, Jon happy to visit the site when appropriate. Also discussed the frequent HGV traffic, debris and dirt on the road and the damage being caused on the road into the village. Local residents have reported to the issue to Environmental Health and taken recordings. Jon will look into this further and report back to us.

3c. Already discussed above. Jon will respond to them directly. However; discussed the requirements when considering planning. Discussed main and secondary windows, concerns about piling, which is more of a building control issue, but has recently had contact with that service.

3d. It was felt that the parish council was receiving mixed messages as this application was declined, queried why. Send any comments regarding planning to Jon Berry directly along with Planning dept. Discussed the possible noise from a balcony that overlooks other properties.

3d. Large red container opposite Rawcliffe, we were informed that this was not permitted without prior approval but there has been no follow up from planning enforcement. Jon will look into this and get back to us.

The members of the public wished to thank Potto Parish council for all their help and support. They would also like to thank Jon Berry form his help and knowledge with regards to their concerns.

The Councillors thanked Jon Berry for his time and helping us understand the processed and taking the time to address our concerns. We look forward to hearing back from Jon regarding the two enforcement cases.

1. Reminder by the Chairman of the Councils expectations for the audio or visual recording of this meeting

Two requests received from members of the public for PPC to record the meetings, contacted YLCA for guidance, there is no legislative provision that requires the council to record a meeting, Councillors unanimously agreed not to record Parish Council Meetings.

2. Apologies for Absence and approve reasons for absence

Present: Councillor Mr A Wilde (Chairman), Councillor Mr J Greco, Councillor Mr S Agar, Councillor Mr I Macpherson, Councillor Mrs E Griffin and County Councillor Mr D Hugill.

No apologies.

3. Minutes of February Meeting

The minutes of February's meeting were discussed, proposed, seconded and resolved.

4. Matters Arising from last month's meeting

- 4.1 Covid-19 – Parish Council can either cancel meetings or use available technology to hold meetings remotely. The Parish Council is committed to continue to provide as normal a service as possible to the residents of the parish during these difficult times. YLCA and NALC current recommendations are to continue meeting virtually.

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- 4.2 Police Report – PC Jones emailed the March Police report which had been circulated to Councillors. Nothing to report.
- 4.3 Working together with Swainby Parish Council, Hambleton District Council and NYCC, Potto Parish Council have secured funding to replace and widen the bridge on the bridleway over Swainby Ellers. Invoices have been received from NYCC and paid; work is expected to start shortly.

Thanked County Councillor Hugill for his donation towards the bridleway.

New kissing gate has been installed, lots of work has been completed along the bridleway to tidy up the hedges. Looking forward to installing more gates in the summer months. Cllr Greco has also trimmed the hedges at his end of the bridleway.

- 4.4 Annual Returns – Councillor Wilde and Councillor Griffin had a TEAMS meeting with PKF LittleJohn to discuss their request for information in the ongoing investigation into the objections raised by a single member of the public. The Parish Council is concerned about the on-going activities of this single member of the public who continues to raise objections to the external auditor for each annual return incurring costs which have to be met by the Parish Council. The current investigations cover the periods from 2016/17 to 2019/20 and the cumulative audit fees surrounding the objections are around £16,000 these audit fees will be discussed with PKF LittleJohn as this situation is whole inappropriate and unsustainable for Potto Parish Council. The Parish Council will seek advice on this situation and work with the auditors to bring this to a resolution.
- 4.5 Parish Plan – Nothing to update.
- 4.6 Traffic Calming – Grant has arrived from Police Commissioner fund for speed sign, working with Crathorne and Seamer councils
- 4.7 Potto Village Hall –The minutes of the Potto Village Hall committee meeting have been circulated.
- 4.8 IT systems – Nothing to update. Check with NYCC if policy in place to recycle old tablet for this purpose.

5. Report from County and District Councillors

County Councillor Mr D Hugill had left to attend another meeting so was unable to provide an update.

6. Planning Applications to consider and decide upon

- 6.1 Ref. No: 21/00001/REFUSE Appeal -
Proposed landscaped mound and additional screen planting. Land and Farm Buildings North of The Old Orchard, Potto. Re-send previous comments, it was noted that PPC were **not** objecting to the proposed mound; they were concerned about the ongoing noise, and heavy traffic created from the site and legality of the use of the site. We did not receive an appropriate response from Hambleton Planning regarding our initial concerns of materials being burned and crushed on the site. Discussed in public meeting with Jon Berry.
- 6.2 Ref. No: 20/02738/MBN – Land and buildings West of Rawcliffe, 46 Cooper Lane, Potto. Amendment Plan put in to HDC on 10 February and received this week by PPC. Councillor Wilde and Councillor Agar have declared an interest in the application as they are neighbours, Cllr Macpherson noted that he was acquainted with the applicant and Cllr Greco has

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previously done some work for the applicant. Discussed the application of the 'Class Q' status. Now changed from two dwellings to one. Comments have already been submitted. Discussed in public meeting with Jon Berry.

7. Planning Decisions of Hambleton District Councils

None.

8. Matters requested by Councillors

Internal Audit – Roger Brisley has agreed to undertake the internal audit again this year.

9. Finance

9.1 To note the following payments previously authorised.

Jem Beadle – Footpath works	£240.00
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9.2 To receive bank reconciliation and budget comparison to March 2021.

Community Account	£ 7,774.77
Business Saver Account	£ 10,000.98

9.3 Budget review – spending planned on community projects.

10. Correspondence

10.1 Correspondence from a member of the public, Published Records.
The correspondence was reviewed and a response will be provided.

10.2 Correspondence from a member of the public, Information Queries.
The correspondence was reviewed and a response will be provided.

10.3 Correspondence received from YLCA.

10.4 FOI Request
The correspondence was reviewed, and a response will be provided.

10.5 Formal Request
The correspondence was reviewed, and a response will be provided

11. Any Other business

Complaint against the Clerk. Chairman read out the complaint. Following discussions, it was agreed that there was no foundation to the complaint and that this constituted a continuing harassment of the Clerk. It was agreed that the Clerk should contact the Society for Local council Clerks for advice for further legal advice. The Parish Council acknowledged that it has a duty of care towards the Clerk and apologised to Clerk for this bullying behaviour. Discussions were held around how this behaviour can be addressed.

12. Next Meeting

Current meetings will be held via video conference until such time as restrictions are lifted.

Any member of the public can request an invite to the meeting from the Clerk.

Next month's meeting date Wednesday 21 April 2021 at 7.00pm

The Chairman declared the meeting closed at 9.15pm

**MINUTES OF MEETING OF POTTO PARISH COUNCIL HELD ON
WEDNESDAY 28 April 2021 AT 7.00 PM REMOTELY VIA TEAMS**

Parish Council Meeting

In line with Covid-19 related government legislation and NALC Guidelines regarding social distancing etc. the Parish Council Meeting will continue to be held remotely via TEAMS.

Any member of the public wishing to join the meeting remotely can contact the Clerk for an invitation.

Due to the official period of mourning set out in the government guidance following the funeral of HRH Prince Philip the April meeting was rescheduled to the 28th.

Meeting open to the public

1. Reminder by the Chairman of the Councils expectations for the audio or visual recording of this meeting

No requests to record the meeting have been received.

2. Apologies for Absence and approve reasons for absence

Present: Councillor Mr A Wilde (Chairman), Councillor Mr J Greco, Councillor Mr I Macpherson, Councillor Mrs E Griffin and County Councillor Mr D Hugill.

Apologies have been received for Councillor Mr S Agar.

3. Minutes of March's Meeting

The minutes of March's meeting were discussed, proposed, seconded and resolved.

4. Matters Arising from last month's meeting

- 4.1 Covid-19 – Parish Council can currently either cancel meetings or use available technology to hold meetings remotely, however due to a recent high court ruling, the power to hold remote meetings will cease on the 6th May 2021.
- 4.2 Police Report – PC Jones emailed the April Police report which had been circulated to Councillors. Nothing to report.
- 4.3 Working together with Swainby Parish Council, Hambleton District Council and NYCC, Potto Parish Council have secured funding to replace and widen the bridge on the bridleway over Swainby Ellers. Invoices have been received from NYCC and paid; work is expected to start shortly. Communications from parishioner regarding concerns about the new bridge, councillors have spoken to him and he will be kept up to date by NYCC.
- 4.4 Awaiting further quotes for resurfacing the bridleway to Swainby. New marker posts needed on footpath past village hall. Councillor Macpherson has spoken with the dog warden and dog fouling signs.
- 4.5 Annual Returns – Discussed the Annual Return documents for 2020/21 and unanimously agreed. Discussed the year end accounts for 2020/21 and unanimously agreed. All information for the internal audit has been prepared and sent to the auditor to complete the internal audit.

- 4.6 Discussed the information requested by PKF Littlejohn for the audit objections made by a member of the public. It was noted that there was a large amount of data required to complete this request. The possibility of establishing a 'Parish Meeting' rather than Parish Council was raised, Councillor Wilde will look into this. Councillors expressed thanks to Councillor Wilde for his hard work.
- 4.7 Parish Plan – Nothing to update.
- 4.8 Traffic Calming – Crathorne, Potto and Seamer councils are arranging a meeting to discuss next steps forward.
- 4.9 Potto Village Hall –The minutes of the Potto Village Hall committee meeting have been circulated.
- 4.10 IT systems – Nothing to update.

5. Report from County and District Councillors

County Councillor Mr D Hugill reported that it's been a difficult year, with challenges for both Hambleton and North Yorkshire County Council, there has been a great deal of change and everyone has had to move to new ways of working. The council had over 3000 people working from home during the pandemic. David thanked all people who have worked tirelessly throughout the pandemic. David highlighted the following issues.

- 35 formal community support groups have been set up throughout the county.
- Adult care, 235 care settings in daily contact with County Council more planned.
- Children's services rated outstanding via Ofsted, first county in the country to achieve this.
- Broadband provision, edging nearly to 100% coverage.
- Local government reform, consultation now closed, minister to make a decision.
- Police and crime commissioner elections soon.

The parish council thanked County Councillor Hugill for his support throughout the year at both district and county level and his hands-on approach.

6. Planning Applications to consider and decide upon

- 6.1 Ref. 21/00962/FUL - Alterations and extension to dwelling to create first floor master bedroom, kitchen extension, new window openings new entrance porch and extension to garage including provision of new external cladding. Brook House Potto. Discussions around current erosion in the river near the house. Councillors recommended for approval; comments sent to Hambleton as closing date was before next Parish Council meeting.
- 6.2 Ref. No: 21/00613/FUL - Alterations at Goulton Beck Holiday Park to form an additional 12 Static Pitches. Goulton Beck Caravan Site Goulton Lane Potto. Comments sent to Hambleton as closing date was before next Parish Council meeting.

7. Planning Decisions of Hambleton District Councils

- 7.1 Ref. No: 20/02738/MBN – Land and buildings West of Rawcliffe, 46 Cooper Lane, Potto. Amendment Plan put in to HDC on 10 February and received this week by PPC. Application was rejected. Applicant will re-submit as a normal application later in the year.
- 7.2 Ref. No: 21/00001/REFUSE Appeal - Proposed landscaped mound and additional screen planting. Land and Farm Buildings North of The Old Orchard, Potto. Dismissed – discussions as concerns from a member of the public, encouraged to flag up to planning/environmental health at Hambleton.

8. Matters requested by Councillors

8.1 Review of Policies & Procedures;

Councillors reviewed and approved the following policies and procedures for 2021

- Standing Orders
- Financial Regulations
- Risk Management Policy
- Freedom of Information Policy
- Publication Scheme
- Retention of Documents Policy
- Policy on Recording Council Meetings
- Complaints Procedure
- Management of Unacceptable Contact Policy
- Data Protection Policy
- Unreasonable Complaint Behaviour Policy
- Risk Review & Strategy

8.2 Complaint against Chairman – A member of the public made a complaint to HDC about Councillor Wilde, this was rejected by the HDC Standards Committee.

The complaint was reviewed by councillors who agreed that there were no grounds for the complaint.

9. Finance

9.1 To note the following payments previously authorised.

Hambleton District Council – defibrillator works	£480.00
YLCA Annual Membership	£130.00
Professional membership for Clerks	£72.00

9.2 To receive bank reconciliation and budget comparison to April 2021.

Community Account	£ 7,469.72
Business Saver Account	£ 10,000.98

9.3 Budget review – First part of precept received.

10. Correspondence

The following correspondence were discussed and actioned;

- 10.1 YLCA Meeting. To be arranged.
- 10.2 Increased flying activity from RAF.
- 10.3 FOIA request received.
- 10.4 Email from Darlington & Stockton Times.
- 10.5 Email from a member of the public regarding the noise from Land and Farm Buildings North of The Old Orchard, Potto.

11. Any Other business

None

12. Next Meeting

Next month's meeting date Wednesday 19 May 2021 at 7.00pm

The Chairman declared the meeting closed at 8.45 pm

**MINUTES OF MEETING OF POTTO PARISH COUNCIL HELD ON
WEDNESDAY 19 MAY 2021 AT 7.30 PM AT POTTO VILLAGE HALL**

1. Election of Officers

County Councillor Hugill chaired the meeting for the election of officers; Councillor Wilde was unanimously elected to be chairman for the year. It was agreed that the role of vice-chair would be taken on a rotational basis by councillors.

2. Reminder by the Chairman of the Councils expectations for the audio or visual recording of this meeting

No requests to record the meeting have been received.

The chairman reminded councillors of the Covid-19 risk assessment for the meeting as well as meeting procedures.

3. Apologies for Absence and approve reasons for absence

Present: Councillor Mr A Wilde (Chairman), Councillor Mr J Greco, Councillor Mr I Macpherson, Councillor Mrs E Griffin, Councillor Mr S Agar and County Councillor Mr D Hugill.

4. Minutes of April's Meeting

The minutes of April's meeting were discussed, proposed, seconded and resolved.

5. Matters Arising from last month's meeting

5.1 Covid-19 – following a high court ruling, the power to hold remote meetings ceased on the 6th May 2021. The Parish Council is currently no longer allowed to operate remotely, however the situation remains in flux and will be monitored accordingly.

5.2 Police Report – PCSO Lodge emailed the April Police report which had been circulated to Councillors. Nothing to report. 1 notice of environmental Covid breach. It was agreed to invite the local PCSO to the next PPC meeting now we are meeting face-to-face again.

5.3 Working together with Swainby Parish Council, Hambleton District Council and NYCC, Potto Parish Council have secured funding to replace and widen the bridge on the bridleway over Swainby Ellers. Invoices have been received from NYCC and paid; work is expected to start 14 June. Put notice on Potto Patter to inform of closure to road and footpath.

Following notification of a grant from HDC resurfacing work on the bridleway a second quote has been received to re-surface the bridleway. It was agreed for the work to be done but timing is to be finalised following completion of the bridge and once funds are in place. Discussed the final stretch between the houses on the bridleway and the ford.

5.4 Annual Returns – Discussed the objections to the Annual returns.

5.5 Internal Audit – All information for the internal audit has been prepared and sent to the auditor to complete the internal audit.

5.6 Potto Parish Plan – Nothing to update – activities ongoing

5.7 Traffic Calming – meeting with Crathorne, Potto and Seamer councils has been arranged for 29 May to discuss next steps forward.

- 5.8 Potto Village Hall –The minutes of the Potto Village Hall committee meeting have been circulated. The Village Hall Committee AGM was held last night, minutes will be circulated to Councillors. Discussed some of the events over the past year and some upcoming events including the annual village BBQ. First event took place in the Village Hall earlier this week, Quiz to re-start 21 May.
- 5.9 IT systems – Compliance with legislation regarding government websites, WACG 2.1, the impact on the parish council websites will be looked into, speak with Mr Whitlock who currently administers our website.
- 5.10 Planning - Discussed removal of the hedgerows along a stretch of two fields. Received correspondences from a member of the public stating breach of planning. Discussed with a member of the public and informed we have an email informing us that we can remove the hedgerow. Discussed Diamond Jubilee and grants available for trees and hedges. *Add to next months agenda*

6. Report from County and District Councillors

Discussed in annual parish meeting

7. Planning Applications to consider and decide upon

- 7.1 Ref. 21/00993/FUL – 62 Cooper Lane, Potto. Single storey side extension, rendering of existing house, reroofing of existing house and recovering of existing dormers. Recommended for approval.

8. Planning Decisions of Hambleton District Councils

- 8.1 Ref. No: 20/02738/MBN – Land and buildings West of Rawcliffe, 46 Cooper Lane, Potto. Amendment Plan put in to HDC on 10 February and received this week by PPC. Application was rejected. Applicant will re-submit as a normal application later in the year. **No Update.**
- 8.2 Ref. No: 21/00001/REFUSE Appeal - Proposed landscaped mound and additional screen planting. Land and Farm Buildings North of The Old Orchard, Potto. Dismissed – discussions as concerns from a member of the public, encouraged to flag up to planning/environmental health at Hambleton. **No Update.**
- 8.3 Ref. 21/00962/FUL - Alterations and extension to dwelling to create first floor master bedroom, kitchen extension, new window openings new entrance porch and extension to garage including provision of new external cladding. Brook House Potto. Discussions around current erosion in the river near the house. Councillors recommended for approval; comments sent to Hambleton as closing date was before next Parish Council meeting. **No Update.**
- 8.4 Ref. No: 21/00613/FUL - Alterations at Goulton Beck Holiday Park to form an additional 12 Static Pitches. Goulton Beck Caravan Site Goulton Lane Potto. Comments sent to Hambleton as closing date was before next Parish Council meeting. **No Update.**

9. Matters requested by Councillors

9.1 Complaint against Chairman – A member of the public made another complaint to HDC regarding Councillor Wilde.

10. Finance

10.1 To note the following payments previously authorised.
None

10.2 To receive bank reconciliation and budget comparison to April 2021.
Community Account £ 11,133.69
Business Saver Account £ 10,000.98

10.3 Budget review – First part of precept received.

11. Correspondence

The following correspondence were discussed and actioned;

- Freedom of information requests
- Email regarding removal of hedges

12. Any Other business

None

13. Next Meeting

Next month's meeting date Wednesday 16 June 2021 at 7.00pm

The Chairman declared the meeting closed at 8.45 pm

**MINUTES OF MEETING OF POTTO PARISH COUNCIL HELD ON
WEDNESDAY 30 JUNE 2021 AT 7.30 PM AT POTTO VILLAGE HALL**

Meeting open to the Public

8 members of the public were present to discuss the following planning applications: 21/01457/OUT. Application for outline planning permission with all matters reserved for the construction of two detached dwellings. Land to the west of 50 and 52 Cooper Lane.

Objections have been raised by a number of residents to Hambleton DC regarding this application. Residents provided their views on the application;

- That it is established that the village is considered an “unsustainable settlement”, although it has also been designated a “cluster village”, it does not have the facilities to support development of this scale
- That the development was not in keeping with built form and character of the village.
- That the site is an important part of the open countryside to the west of the village.
- That it provides an important link, via the public right of way (PRoW), to the footpath networks around the village and that this PRoW may be threatened by this development and that incongruous fencing could damage the openness of this part of the village.
- That the existing farm track that will provide access to the development is inadequate, badly maintained and does not comply with accepted standards at the junction with Cooper Lane. Also that, with additional traffic, could seriously affect safety at this junction.
- That the proposed access into the site would cut across the PRoW.
- That the application was sadly lacking in any detail relating to ecology and the impact of the development on the natural environment. Also that there was no evidence provided on how the site would be serviced, particularly with regards to drainage.
- Concerns were raised that approval of this proposal could be the “thin end of the wedge” and could set a precedent for further speculative development around the village.
- Reference was also made to 3 previous planning applications for development of the land behind Rawcliffe have been declined within the past few years.

Councillor Wilde discussed the view of Potto as a cluster village, and that, to keep the village “alive”, small scale development in the right place should be considered.

Reference was also made to the compound opposite Rawcliffe which has been there 8 months now, John Berry has been contacted at Hambleton regarding this, it is currently sited on the land of this planning application. Requested the Parish Council chase Hambleton.

It was noted that PPC has a history with planning and our interests not being taken into account e.g., gypsy site near Preston’s of Potto. County Councillor David Hugill discussed planning applications within the county. Interim policy guidance and officers report from previous application on neighbouring site, scale was important.

Discussed 21/01028/CLP the Certificate of Lawfulness application for a caravan at Potto Village Hall.

Residents urged the Parish Council to support the residents objections on this application.

1. Reminder by the Chairman of the Councils expectations for the audio or visual recording of this meeting

No requests to record the meeting have been received.

The chairman reminded councillors of the Covid-19 risk assessment for the meeting as well as meeting procedures.

2. Apologies for Absence and approve reasons for absence

Present: Councillor Mr A Wilde (Chairman), Councillor Mr J Greco, Councillor Mr I Macpherson, Councillor Mrs E Griffin, Councillor Mr S Agar and County Councillor Mr D Hugill.

3. Minutes of May's Meeting

The minutes of May's meeting were discussed, proposed, seconded and resolved.

4. Matters Arising from last month's meeting

4.1 Covid-19 – following a high court ruling, the power to hold remote meetings ceased on the 6th May 2021. The Parish Council is currently no longer allowed to operate remotely, however the situation remains in flux and will be monitored accordingly.

4.2 Police Report – PCSO Donald emailed the May Police report which had been circulated to Councillors. Nothing to report. The local PCSO has been invited to attend a PPC meeting when they are available.

4.3 Working together with Swainby Parish Council, Hambleton District Council and NYCC, Potto Parish Council have secured funding to replace and widen the bridge on the bridleway over Swainby Ellers. The work is well under way and the new bridge is being installed. Contractors have been very professional, in their approach to the project, maintain a tidy and well managed site. Discussed contacting D&S to publicise the project and take photos when finished.

Mr Dawson has been contacted regarding uneven footpath and many thistles along the path. Jem has been requested to trim the footpaths in the parish. Andrew Hutchinson will be contacted regarding the roadside grass cutting as becoming dangerous. Discussed removal of hedgerow an apology has now been received by Councillor Wilde from Hambleton.

4.4 Annual Returns – Discussed the objections to the Annual returns. Approved the revised AGAR submission.

4.5 Internal Audit – This has now been completed by Mr Roger Brisley – Letter read out to the Council. Thanks, given to Mr Brisley. Approved to submit to PKF LittleJohn and display for period of public rights.

4.6 Potto Parish Plan – Nothing to update – activities ongoing.

4.7 Traffic Calming – meeting with Crathorne, Potto and Seamer councils was held with NYCC highways, Seamer has put in more money so we can purchase a second speed sign. Darren Griffiths correspondence noted that there will be an annual cost of £10 per year for electricity to power them.

4.8 Potto Village Hall –The annual village BBQ has been moved to 29 August 2021 due to covid regulations.

4.9 IT systems – Compliance with legislation regarding government websites, WACG 2.1, the impact on the parish council websites will be looked into, speak with Mr Whitlock who currently administers our website.

4.10 Planning – Already discussed.

5. Report from County and District Councillors

County Councillor Hugill had left the meeting.

6. Planning Applications to consider and decide upon

6.1 Ref. No: 21/01457/OUT – Application for outline planning permission with all matters reserved for the construction of two detached dwellings. Land to the west of 50 and 52 Cooper Lane, Potto.

The Council have listened to the concerns of the residents. Councillor Agar has declared an

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interest as an immediate neighbour and did not take part in the consideration of this application. Discussed the points made, look back on previous comments. Documents put together by a member of the public was excellent. Access on driveway is a problem and has previous planning has been knocked back because of it. Councillor Griffin expressed her concerns regarding Planning and the Parish Council not being heard regarding planning recommendations. Unanimously recommended refusal for the application.

- 6.2 Ref. No: 21/01402/FUL - Loft Conversion with Dormer and Ground Floor Modifications. 40 Cooper Lane, Potto - PPC recommended approval - Comments sent as closing date 29/06/21
- 6.3 Ref. No: 21/01028/CLP - Certificate of Lawfulness (Proposed) for the siting of a caravan for incidental and/or ancillary use. The Hall, Potto Hall, Black Horse Lane, Potto. - PPC objected - Comments sent as closing date 15/06/21

7. Planning Decisions of Hambleton District Councils

- 7.1 Ref. 21/00993/FUL – Single storey side extension, rendering of existing house, reroofing of existing house and recovering of existing dormers. 62 Cooper Lane, Potto. **Planning Granted**
- 7.2 Ref. No: 17/01766/DCN - Discharge of conditions to previously approved appeal APP/G2713/W/18/3206681- construction of a dwelling. 10 Cooper Lane, Potto. **Planning Granted**
- 7.3 Container land adjacent to Rawcliffe Cooper Lane. No Update – Approached by members of the public for information. **Chase Planning.**
- 7.4 Ref. No: 21/00613/FUL - Alterations at Goulton Beck Holiday Park to form an additional 12 Static Pitches. Goulton Beck Caravan Site Goulton Lane Potto. Comments sent to Hambleton as closing date was before next Parish Council meeting. **No Update.**

8. Matters requested by Councillors

- 8.1 Diamond Jubilee and grants available for trees and hedges. Butcher's Lane and Black Horse Lane. It was agreed to find out more information on scheme

9. Finance

- 9.1 To note the following payments previously authorised.
- | | | |
|-------------------------|---------|-----------------|
| Internal Audit – Agreed | £120.00 | - Agreed |
| Potto Village Hall hire | £225.00 | - Query Invoice |
- 9.2 To receive bank reconciliation and budget comparison to April 2021.
- | | |
|------------------------|-------------|
| Community Account | £ 10,453.69 |
| Business Saver Account | £ 10,001.23 |
- 9.3 Budget review – Current finances OK

10. Correspondence

The following correspondence were discussed and actioned;

- Email from a member of the public regarding weeds on footpath. Footpath has since been strimmed.
- YLCA - Agreed to training and audit.

11. Any Other business

Gold Hill Loop Road surface has many bad potholes. Report to NYCC/Highways. Dangerous to cyclists and motorists.

12. Next Meeting

Next month's meeting date Wednesday 21 July 2021 at 7.00pm

The Chairman declared the meeting closed at 8.45 pm

**MINUTES OF MEETING OF POTTO PARISH COUNCIL HELD ON
WEDNESDAY 21 JULY 2021 AT 7.30 PM AT POTTO VILLAGE HALL**

1. Reminder by the Chairman of the Councils expectations for the audio or visual recording of this meeting

No requests to record the meeting have been received.

The chairman reminded councillors of the Covid-19 risk assessment for the meeting as well as meeting procedures.

2. Apologies for Absence and approve reasons for absence

Present: Councillor Mr A Wilde (Chairman), Councillor Mr J Greco, Councillor Mr I Macpherson, Councillor Mrs E Griffin, Councillor Mr S Agar and County Councillor Mr D Hugill.

3. Minutes of June's Meeting

The minutes of June's meeting were discussed, proposed, seconded and resolved.

4. Matters Arising from last month's meeting

- 4.1 Covid-19 – following a high court ruling, the power to hold remote meetings ceased on the 6th May 2021. The Parish Council is currently no longer allowed to operate remotely, however the situation remains in flux and will be monitored accordingly.
- 4.2 Police Report – PCSO Freund emailed the Police report for 14/06/2021-20/07/2021 which had been circulated to Councillors. One note of "Violence Against the Person" No further information can be given regarding the incident. PCSO Maisie Daniels and PCSO Jason Snowden were present to introduce themselves, started last year and finally able to visit local parish council meetings now covid restrictions are easing. Friday operation to target speeding vehicles around the area. Any issues within the parish to contact the Stokesley Police team.
- 4.3 Footpaths, Bridges and Styles. Working together with Swainby Parish Council, Hambleton District Council and NYCC, Potto Parish Council have secured funding to replace and widen the bridge on the bridleway over Swainby Ellers. The work is nearly complete and a ramp to be made to ease wheelchair access. Discussed contacting D&S to publicise. Andrew Brown has been contacted to attain some more gates for the footpaths. Discussed the path by the old railways line which is being eroded away and potentially flooding the houses off Goulton Lane. Environmental agency were not concerned.
- 4.4 Annual Returns – Discussed the objections to the Annual returns. Email received from PKF LittleJohn. email re. AGAR part 3 v AGAR Part 2. Agreed to submit AGAR Part 2.
- 4.5 Potto Parish Plan – Nothing to update – Annual review in August.
- 4.6 Traffic Calming – Two signs will be purchased for the 3 villages; forms have been completed to arrange electrical hook-up points on lamppost within the village.
- 4.7 Potto Village Hall – Monthly meeting minutes have been received and circulated. The annual village BBQ has been moved to 29 August 2021 due to covid regulations.
- 4.8 IT systems – Compliance with legislation regarding government websites, WACG 2.1, the impact on the parish council websites will be looked into, speak with Mr Whitlock who currently administers our website.

- 4.9 YLCA Training booked for 7 September via TEAMS. Internal audit by YLCA forms received.
- 4.10 Tree Planting - Diamond Jubilee and grants available for trees and hedges. Butcher's Lane and Black Horse Lane.
- 4.11 Complaint against Councillor Wilde. No case to answer. Vote of confidence in our chairman by members of the council.

5. Report from County and District Councillors

County Councillor Hugill reported decision on unitary authority has been held today and awaiting official decision. Discussed the Coast-to-Coast footpath, the part local to us is 30 years old now and badly eroded in areas, also discussed the dangerous crossing over the A19. Councillor Hugill advised to speak to Area 2 Highways who can then communicate to Andrew Brown, who we usually contact, a prompt response should be received from Area 2 Highways team.

6. Planning Applications to consider and decide upon

- 6.1 Ref. No: 21/01457/OUT – Application for outline planning permission with all matters reserved for the construction of two detached dwellings. Land to the west of 50 and 52 Cooper Lane, Potto. The Council's Planning Committee is to visit the site on 26th July 2021 and Planning Committee will meet on 29th July 2021 at The Civic Centre, Northallerton, when the application will be heard.

7. Planning Decisions of Hambleton District Councils

- 7.1 Ref. No: 21/01402/FUL - Loft Conversion with Dormer and Ground Floor Modifications. 40 Cooper Lane, Potto - PPC recommended approval - Comments sent as closing date 29/06/21 **Planning Granted.**
- 7.2 Container land adjacent to Rawcliffe, Cooper Lane, Potto. No Update – Approached by members of the public for information. **Chase Planning.**
- 7.3 Ref. No: 21/00613/FUL - Alterations at Goulton Beck Holiday Park to form an additional 12 Static Pitches. Goulton Beck Caravan Site, Goulton Lane, Potto. Comments sent to Hambleton as closing date was before next Parish Council meeting. **Awaiting decision.**
- 7.4 Ref. No: 21/01028/CLP - Certificate of Lawfulness (Proposed) for the siting of a caravan for incidental and/or ancillary use. The Hall, Potto Hall, Black Horse Lane, Potto. **Awaiting decision.**

8. Matters requested by Councillors

None

9. Finance

- 9.1 To note the following payments previously authorised.

Potto Village Hall hire	£225.00	- Approved
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- 9.2 To receive bank reconciliation and budget comparison to April 2021.

Community Account	£ 10,353.69
Business Saver Account	£ 10,001.23
- 9.3 Budget review – Current finances OK

10. Correspondence

The following correspondence were discussed and actioned;

Email received from a member of the public regarding the new bridge praising the Parish Council for their efforts to replace the bridge.

11. Any Other business

None

12. Next Meeting

Next month's meeting date Wednesday 18 August 2021 at 7.00pm

The Chairman declared the meeting closed at 8.30 pm

**MINUTES OF MEETING OF POTTO PARISH COUNCIL HELD ON
WEDNESDAY 18 AUGUST 2021 AT 7.30 PM AT POTTO VILLAGE HALL**

1. Reminder by the Chairman of the Councils expectations for the audio or visual recording of this meeting

No requests to record the meeting have been received.

The chairman reminded councillors of the Covid-19 risk assessment for the meeting as well as meeting procedures.

2. Apologies for Absence and approve reasons for absence

Apologies received from: Councillor Mr J Greco and County Councillor Mr D Hugill.

Present: Councillor Mr A Wilde (Chairman), Councillor Mr I Macpherson, Councillor Mrs E Griffin and Councillor Mr S Agar

3. Minutes of July's Meeting

The minutes of July's meeting were discussed, proposed, seconded, and resolved.

4. Matters Arising from last month's meeting

4.1 Covid-19 – following a high court ruling, the power to hold remote meetings ceased on the 6th of May 2021. The Parish Council is currently no longer allowed to operate remotely, however the situation remains in flux and will be monitored accordingly.

4.2 Police Report – PCSO Jones emailed the Police report for 21/07/2021-16/08/2021 which had been circulated to Councillors. Councillor Greco informed us via email that About two weeks ago, Goulton Lane was closed by Police for a few hours, during the day, but there's no mention of it in the Police report.

4.3 Footpaths, Bridges and Stiles. Working together with Swainby Parish Council, Hambleton District Council and NYCC, Potto Parish Council secured funding to replace and widen the bridge on the bridleway over Swainby Ellers. The work is nearly complete and a ramp to be made to ease wheelchair access. Discussed contacting D&S to publicise.

Discussed one of the quotes from Coxton Brothers to improve the Bridleway (Road maintainable at public expense) £ 8,484. Councillor Macpherson will query some points with contractor, Councillors agreed in principle.

Arietty Health has been contacted to attain the promised equipment, from the contract that was signed two years ago to be able volunteers to install gates and stiles.

4.4 Annual Returns – Discussed the objections to the Annual returns. PKF LittleJohn received complaint, which they initially turned down, then received revised complaint from a member of the public.

4.5 Potto Parish Plan – Annual review has been completed by Councillor Agar. 3 more items completed. #5 is nearing completion and hoping to be installed shortly.

4.6 Traffic Calming – Two signs will be purchased between the 3 villages; forms have been completed to arrange electrical hook-up points on lamppost within the village. Further meeting for VAR will be held with the other parish council leaders and NYCC on Friday 20 August 2021.

Friday 13 August at 5pm, a Prestons of Potto lorry came through the village. Sign at Potto Hall crossroads was turned in wrong direction. Investigate signs for No Articulated lorries or No >10.5-ton lorries (except for access).

- 4.7 Potto Village Hall – Monthly meeting minutes have been received and circulated. The annual village BBQ has been moved to 29 August 2021 due to covid regulations.
- 4.8 IT systems – Councillor Wilde has spoken to Mr Whitlock who currently administers our website. We are looking to have access and take over the responsibility for the Parish Council website. Agreed that the Clerk and Councillor Greco would complete some training. Some software would need to be purchased to administer the site. Thanks were expressed for the work that the webmaster has put into developing the site and maintaining it over the years.
- 4.9 YLCA Training booked for 7 September via TEAMS. Internal audit by YLCA forms received, Councillor Wilde will contact YLCA to discuss further.

5. Report from County and District Councillors

County Councillor Hugill was not present. However, he has spoken to Councillor Wilde and will investigate recent planning applications for us.

6. Planning Applications to consider and decide upon

- 6.1 Ref: 21/01624/FUL – Construction of an agricultural hay storage building. Brookside Farm, Potto - The Parish Council has no objections.
- 6.2 Ref: 21/01824/OUT - Application for outline planning permission with some matters reserved (considering access and layout) for a residential development comprising 2no four bedroomed dwellings and 1no three bedroomed dwelling served off a private drive. The Old Orchard, Cooper Lane, Potto - The Parish Council objects: Overdevelopment of the site. Up to 10 extra cars accessing the site.

7. Planning Decisions of Hambleton District Councils

- 7.1 Ref. No: 21/01457/OUT – Application for outline planning permission with all matters reserved for the construction of two detached dwellings. Land to the west of 50 and 52 Cooper Lane, Potto. **Refused by Hambleton Planning.**
- 7.2 Container land adjacent to Rawcliffe, Cooper Lane, Potto. No Update – Approached by members of the public for information. **Container has still not been removed.**
- 7.3 Ref. No: 21/00613/FUL - Alterations at Goulton Beck Holiday Park to form an additional 12 Static Pitches. Goulton Beck Caravan Site, Goulton Lane, Potto. Comments sent to Hambleton as closing date was before next Parish Council meeting. **Awaiting decision.**
- 7.4 Ref. No: 21/01028/CLP - Certificate of Lawfulness (Proposed) for the siting of a caravan for incidental and/or ancillary use. The Hall, Potto Hall, Black Horse Lane, Potto. **Approved by Hambleton Planning.** Councillor Griffin expressed her concerns at the precedence this may set to others. Send email to John Berry to query our objections and if they are taken into account, back doorway to get what people want as PPC not consulted about this application, only made aware by a neighbour to the property.

8. Matters requested by Councillors

Tree Planting - Diamond Jubilee and grants available for trees and hedges. Butcher's Lane and Black Horse Lane. Agreed to pursue grants for trees. Previously contacted Simon Hill.

1020

9. Finance

- 9.1 To note the following payments previously authorised.
- | | | |
|------------------------|---------|----------|
| Jem Beadle - Strimming | £100.00 | Approved |
|------------------------|---------|----------|
- 9.2 To receive bank reconciliation and budget comparison to April 2021.
- | | |
|------------------------|-------------|
| Community Account | £ 10,353.69 |
| Business Saver Account | £ 10,001.23 |
- 9.3 Budget review – Current finances OK

10. Correspondence

The following correspondence were discussed and actioned;

- 10.1 Email from Hutton Rudby Parish Council. Councillor Macpherson will contact Clerk and get in touch with Jem Beadle to clear the path.
- 10.2 Email from PKF LittleJohn
- 10.3 Email from a member of the public. Discussed and a response will be sent.
- 10.4 Email from a member of the public. Discussed and a response will be sent.
- 10.5 Email from a member of the public. Discussed and a response will be sent.

11. Any Other business

None

12. Next Meeting

Next month's meeting date Wednesday 15 September 2021 at 7.00pm

The Chairman declared the meeting closed at 8.15 pm

**MINUTES OF MEETING OF POTTO PARISH COUNCIL HELD ON
WEDNESDAY 15 SEPTEMBER 2021 AT 7.30 PM AT POTTO VILLAGE HALL**

1. Reminder by the Chairman of the Councils expectations for the audio or visual recording of this meeting

No requests to record the meeting have been received.

The chairman reminded councillors of the Covid-19 risk assessment for the meeting as well as meeting procedures.

One member of the public was present.

2. Apologies for Absence and approve reasons for absence

Apologies received from: Councillor Mr J Greco and Councillor Mrs E Griffin

Present: Councillor Mr A Wilde (Chairman), Councillor Mr I Macpherson and Councillor Mr S Agar and County Councillor Mr D Hugill.

3. Minutes of August's Meeting

The minutes of August's meeting were discussed, proposed, seconded, and resolved.

4. Matters Arising from last month's meeting

4.1 Covid-19 – following a high court ruling, the power to hold remote meetings ceased on the 6th of May 2021. The Parish Council is currently no longer allowed to operate remotely, however the situation remains in flux and will be monitored accordingly.

4.2 Police Report – PCSO Donald emailed the Police report for 17/08/2021 -13/09/2021 which had been circulated to Councillors. Nothing to report.

4.3 Footpaths, Bridges and Stiles.

Discussed one of the quotes from Coxton Brothers to improve the Bridleway (Road maintainable at public expense). Councillor Macpherson will query some points with contractor, Councillors agreed in principle pursuant to the Highways Act 1980, S43 to approve the expenditure, Councillors will arrange a meeting this week with contractor.

4.4 Annual Returns – Discussed the objections to the Annual returns. PKF LittleJohn received complaint, which they initially turned down, then received revised complaint from a member of the public.

4.5 Potto Parish Plan – Spreadsheet has been updated with completed and ongoing projects, will be added to the website.

4.6 Traffic Calming – Two signs will be purchased between the 3 villages; forms have been completed to arrange electrical hook-up points on lamppost within the village. Meeting was held on Friday 20 August 2021 and now with supplier.

4.7 Potto Village Hall – Monthly meeting minutes have been received and circulated. The annual village BBQ was on 29 August 2021, attended by over 130 people. Next event: George Egg, the DIY Chef, appears with his 'Movable Feast' on Saturday 9th October. The Catch has been rescheduled from last year and will now be on Friday 12th November.

- 4.8 IT systems – Councillor Wilde has spoken to the webmaster who currently administers our website. We are looking to have access and take over the responsibility for the Parish Council website. Agreed that the Clerk would complete some training – Date to be arranged.
- 4.9 YLCA Training was held on 7 September via TEAMS.
- 4.10 Internal Audit – Completed and now with YLCA.
- 4.11 Tree Planting – Councillor Griffin not present to give update.
- 4.12 YLCA has asked to amend previous meeting titles from 2019 as stated held in village hall, when was held via TEAMS. Agreed to amend.

5. Report from County and District Councillors

County Councillor Hugill discussed the proposed single tier unitary council, which will be split into 90 wards. Plan for Hutton Rudby to join with Potto, Swainby and Osmotherley ward. Making a difference award opening early, money available for suitable projects but we need to get requests in early. Crematorium at Thirsk is taking shape and Northallerton former prison site visit will be taking place next week and Cinema will be built soon. Bridge over railway line at Northallerton is currently being built and planned to open mid-January.

6. Planning Applications to consider and decide upon

- 6.1 Ref: 21/01824/OUT - Application for outline planning permission with some matters reserved (considering access and layout) for a residential development comprising 2no four bedroomed dwellings and 1no three bedroomed dwelling served off a private drive. The Old Orchard, Cooper Lane, Potto - The Parish Council objects: Overdevelopment of the site. Up to 10 extra cars accessing the site.

7. Planning Decisions of Hambleton District Councils

- 7.1 Ref: 21/01624/FUL – Construction of an agricultural hay storage building. Brookside Farm, Potto - The Parish Council has no objections. **Granted**
- 7.2 Container land adjacent to Rawcliffe, Cooper Lane, Potto. No Update – Approached by members of the public for information. **Container has still not been removed.**
- 7.3 Ref. No: 21/00613/FUL - Alterations at Goulton Beck Holiday Park to form an additional 12 Static Pitches. Goulton Beck Caravan Site, Goulton Lane, Potto. Comments sent to Hambleton as closing date was before next Parish Council meeting. Flood prevention measures now submitted. **Awaiting Decision.**

8. Matters requested by Councillors

- 8.1 ICO Registration requirements. Following on from the training, went through website to see if requires to register. Answered 3 questions and no need to be register and pay fee, however agreed to join to be transparent and costs £35 annual fee. Agreed.
- 8.2 NALC Code of Conduct. Revised version to be circulated.
- 8.3 Councillor Greco has decided to step down from Potto Parish Council due to family commitments. We have contacted Hambleton Council to inform and awaiting forms to advertise for a replacement.

9. Finance

- 9.1 To note the following payments previously authorised.
Purchase of Software for PPC Website - Agreed
- 9.2 To receive bank reconciliation and budget comparison to 15 September 2021.
- | | |
|------------------------|-------------|
| Community Account | £ 10,033.69 |
| Business Saver Account | £ 10,001.48 |
- 9.3 To provide draft precept – next month.
- 9.4 To note budget situation – Current finances OK.

10. Correspondence

To note correspondence received not specifically dealt with on this agenda;

- 10.1 Emails from members of the public.

11. Any Other business

None

12. To Confirm Date & Time of Next Meeting

Next month's meeting date Wednesday 20 October 2021 at 7.00pm

The Chairman declared the meeting closed at 8.30 pm

**MINUTES OF MEETING OF POTTO PARISH COUNCIL HELD ON
WEDNESDAY 17 NOVEMBER 2021 AT 7.30 PM AT POTTO VILLAGE HALL**

Meeting open to the public

Emails have been received from members of the public. 8+ applications for site over past few years. Class Q application denied earlier in year, now full application. Just because dilapidated not a reason to grant planning permission. Want consistency on planning decision from HDC. Want to protect the open countryside. Highways have a specific criterion to what is safe and objected to previous applications then decided to ignore its own safety data and now does not present any problems with current application. Member of the public wished to reinforce comments sent in via email to PPC regarding planning.

Compound behind 50 Cooper Lane, HDC were due to send enforcement notice. Emails have been sent and received from HDC by a member of the public, informed container does not require planning permission, ombudsman complaint currently ongoing. Discussed temporary buildings in use when works ongoing, but no works are ongoing. Awaiting further feedback from council and have not kept PPC informed of progress.

PPC feels there is no communication from HDC, Mr Jon Berry will be attending the December meeting in person to discuss a number of planning applications. Members of the public discussed planning and Neighbourhood Plan with Councillor Hugill as the unitary authority coming along soon.

Discussed planning Ref: 21/01824/OUT and highways regarding both the houses planned and the driveway access. Lack of consistency from Highways and Hambleton District Council.

Councillor Macpherson wished to discuss some personal opinion points which he had made, if planning application was successful then a local person who has resided in the village for many years would enhance and maintain the land in a sympathetic way and remove the eyesore of a barn. If he sells the land on it could go to anyone and put caravans on the site. Member of the public discussed the barn is not suitable for conversion and also that the land around it looked like a builders scrapyard. A member of the public discussed the removal of hedgerow, which PPC has emails to prove that they were granted permission to remove the hedgerow and replace with a new one. Discussed a further number of concerns around planning around the site.

1. Reminder by the Chairman of the Councils expectations for the audio or visual recording of this meeting

No requests to record the meeting have been received.

The chairman reminded councillors of the Covid-19 risk assessment for the meeting as well as meeting procedures.

Two members of the public was present.

2. Apologies for Absence and approve reasons for absence

Apologies received from: None.

Present: Councillor Mr A Wilde (Chairman), Councillor Mr I Macpherson and Councillor Mr S Agar and County Councillor Mr D Hugill.

1 councillor space available, Mr March attended last months meeting, is unable to attend today but would like to join the Parish Council.

3. Minutes of September's Meeting

The minutes of September's meeting were discussed, proposed, seconded, and resolved.

4. Matters Arising from last month's meeting

- 4.1 Covid-19 – following a high court ruling, the power to hold remote meetings ceased on the 6th of May 2021. The Parish Council is currently no longer allowed to operate remotely, however the situation remains in flux and will be monitored accordingly.
- 4.2 Police Report – PCSO Daniels from October - 1 criminal damage – isolated.
- 4.3 Footpaths, Bridges and Stiles.
Andrew Hutchinson has been requested to cut the verges. Mr Marsh has kindly cut the hedges and moved the fallen tree from the bridleway. Awaiting response from Andrew Brown regarding the new footpath gate for new residents behind village Hall. Discussed railways line footpath in state of serious disrepair. Discussed wheelchair access to bridge from the railway line footpath, there are overgrown access roads either side of the bridge. Discussed footpath between Potto and Prestons of Potto – add to wish list. Contacted Arrietty Health regarding completing forms, had written agreement for 4 years and had nothing. She is contacting Andrew Brown.
- 4.4 Annual Returns – Discussed the objections to the Annual returns. PKF LittleJohn received complaint, which they initially turned down, then received revised complaint from a member of the public. Provisional decision received for this year, still under objection from a member of the public so unable to complete it.
- 4.5 Potto Parish Plan – Spreadsheet has been updated with completed and ongoing projects, will be added to the website. Half term review in 2023. Look at planning Section 1. We are trying to improve but HDC planning are not listening to PPC.
- 4.6 Traffic Calming – Two signs will be purchased between the 3 villages; forms have been completed to arrange electrical hook-up points on lamppost within the village. Awaiting date for speed sign to be delivered.
- 4.7 Potto Village Hall – Monthly meeting minutes have been received and circulated. Next event: The Catch has been held on Friday 12th November.
- 4.8 IT systems – The Parish Council website is now administered by The Parish Council. Documents including Agendas and Minutes now uploaded by parish council.
- 4.9 YLCA Training was held on 7 September via TEAMS audit received however council disagrees with a number of points.
- 4.10 Internal Audit – Completed and now with YLCA.
- 4.11 Tree Planting – Councillor Griffin will look into and provide an update at next months meeting.
- 4.12 YLCA has asked to amend previous meeting titles from 2019 as stated held in village hall, when was held via TEAMS. Agreed to amend.

5. Report from County and District Councillors

County Councillor Hugill discussed the proposed single tier unitary council, which will be split into 89 wards. Plan for Hutton Rudby to join with Potto, Swainby and Osmotherley ward. Elections due in May 2022. A lot of staff will be tuped over to new authority.

Making a difference award opening early, money available for suitable projects but we need to get requests in early.

Bridge over railway line at Northallerton is currently being built and planned to open mid-January. Briely Homes Community projects looking to get involved with locally.

6. Planning Applications to consider and decide upon

- 6.1 21/02522/CAMP - Notification for application to operate a Certified Location small 5 pitch site for caravans, motorhomes and trailer tents. Woodhaven, Goulton Lane, Potto. Camping And Caravanning Club have put in the application, 4 caravan sites in the parish is a bit of overkill. Local economy would benefit from tourists. Dangerous entrance, on a blind bend and Preston's lorries use it frequently. **Recommends Approval.**
- 6.2 21/02458/FUL - Change of use of an agricultural building to a dwelling and associated works, including demolition of single-storey outbuildings. Agricultural Building Land Adjacent to Rawcliffe Cooper Lane, Potto. Councillor Wilde, Agar and Macpherson declared an interest. Council not quorate to make a decision. Ask YLCA what rules are in this situation, need response before 1 December 2021.
- 6.3 Ref. No: 21/00613/FUL - Alterations at Goulton Beck Holiday Park to form an additional 12 Static Pitches. Goulton Beck Caravan Site, Goulton Lane, Potto. Comments sent to Hambleton as closing date was before next Parish Council meeting. Flood prevention measures now submitted. **Awaiting Decision.**
- 6.4 Container on land adjacent to Rawcliffe, Cooper Lane, Potto. No Update – Approached by a member of the public for information to try get container removed, as discussed in public meeting.

7. Planning Decisions of Hambleton District Councils

None

8. Matters requested by Councillors

- 8.1 ICO Registration requirements. Following on from the training, went through website to see if requires to register. Answered 3 questions and no need to be register and pay fee, however agreed to join to be transparent and costs £35 annual fee. Agreed. ICO complaint regarding trustees of village hall.
- 8.2 NALC Code of Conduct. Revised version was circulated.
- 8.3 Complaint received from a member of the public regarding clerk. Send to Clerks & Councils and Councillors.

9. Finance

- 9.1 To receive bank reconciliation and budget comparison to 15 November 2021.
- | | |
|------------------------|-------------|
| Community Account | £ 16,333.69 |
| Business Saver Account | £ 10,001.48 |
- 9.2 To note the following payments previously authorised.
- 9.2.1** Coxon Brothers – Footpath work £10,180.80. Agreed, can reclaim VAT.
- 9.2.2** Purchase of Software for PPC Website - £178.80. Agreed, can reclaim VAT. This is the price for the first year, second and third years are significantly reduced.
- 9.2.3** Upkeep of Churchyard at Old Church Whorlton £250.00 donation agreed.
- 9.3 To provide draft precept – circulate to councillors before next months meeting.
- 9.4 To note budget situation – Current finances OK.

10. Correspondence

To note correspondence received not specifically dealt with on this agenda;

10.1 Emails from members of the public. Discussed in public meeting.

11. Any Other business

None

12. To Confirm Date & Time of Next Meeting

Next month's meeting date Wednesday 15 December 2021 at 7.00pm

The Chairman declared the meeting closed at 8.45 pm

**MINUTES OF MEETING OF POTTO PARISH COUNCIL HELD ON
WEDNESDAY 15 DECEMBER 2021 AT 7.30 PM AT POTTO VILLAGE HALL**

Meeting open to the public

6 members of the public present.

A member of the public distributed an email to Parish Councillors. Here to raise issues of serious inconsistencies relating to two closely related planning applications. Mr Clayton's application and Mr & Mrs Hill's application. Mr Clayton's application contains much used right-of-way but not visible to the village. Mr & Mrs Hills is in open countryside and visible from half mile away. All previous applications have been refused and discussed previous PPC concerns over planning, however; same concerns for new application were absent. It has been noted that more than 10 letters of support have been received for the application while on one objection. A formal response to the parishioner's email will be sent.

A member of the public posed a question to Mr Berry about the planning application at The Old Orchard. It had been accepted by Hambleton Planning despite objections from the Parish Council and Parishioners, it did not go to planning committee despite it being a controversial application.

Another member of the public echoed his concerns regarding planning at Potto Hall and that Hambleton Council ignores the comments from Potto Parish Council.

1. Reminder by the Chairman of the Councils expectations for the audio or visual recording of this meeting

No requests to record the meeting have been received.

The chairman reminded councillors of the Covid-19 risk assessment for the meeting as well as meeting procedures.

2. Co-option of Councillor

Unanimously agreed for Mr Shaun March to be co-opted onto Potto Parish Council.

3. Apologies for Absence and approve reasons for absence

Apologies received from: None.

Present: Councillor Mr A Wilde (Chairman), Councillor Mr I Macpherson and Councillor Mr S Agar and County Councillor Mr D Hugill.

4. Minutes of November's Meeting

The minutes of November's meeting were discussed, proposed, seconded, and resolved.

5. Matters Arising from last month's meeting

- 5.1 Planning Issues – Mr Jon Berry Head of Planning at Hambleton District Council was present. The Parish Council sent a number of queries to Mr Berry before the meeting that we wished to discuss. Mr Berry is trying to strengthen relationships between Hambleton Planning and Parish Councils. Local plan is due to change things and due to adopt on 22/02/2022, which will do away with interim planning guidance. Discussed Windfall Policy, awaiting inspectors report by the new year. Mr Berry discussed Neighbourhood plan and what could be considered for the village. Confirmed Hambleton do a site visit to every application and post site notes and notices given to neighbours.

Councillor Griffin raised concerns over one member of Planning making all decisions and not going to committee due to covid-19 pandemic. Mr Berry discussed delegation of planning and Councils can 'call an application in' to your local ward representative.

Inconsistencies between decisions, discussed balcony being turned down, however 3 houses are going to be built in the local vicinity. Points raised to Mr Berry:

- 21/01024/OUT - Parish Council feels the planning application for the Old Orchard should have gone in front of the planning committee. Mr Berry encouraged Potto to have a neighbourhood plan and identify potential housing sites as they cannot expect no further houses to be built in Potto, Councillor Hugill asked how would a Parish Council like Potto cope with the workload of a neighbourhood plan but is encouraged by Mr Berry's enthusiasm. Councillor Agar enquired if there would be any assistance from Hambleton Council to help with a neighbourhood plan. Councillor Wilde discussed speed survey done in collaboration with Highways and cars come into village at 60/70 mph on the exact stretch of road that three houses are going to be built.
- Barnfather site - Change of use; 3 separate visits but no stone crushing was witnessed. Notice served in April 2021 to occupant, response received from occupant and is aware that stone crushing is not allowed on site. Parishioners will continue to monitor the situation.
- Compound adjacent to Rawcliffe - Come to decision that land owner will be written to at the end of this week and that container needs to be removed or planning permission needs to be sought.
- 21/01028/CLP - Certificate of lawfulness at Potto Hall. Discussed reasons for requesting this and see if it is lawful or if anything within that may require full planning application.
- Caravans, Containers and other 'temporary' structures, raise any concerns with Planning.
- 21/02458/FUL – Mr Berry confirmed will take to planning committee and site visit where parish council can make representation.

Back into public meeting - questions to Mr Jon Berry

Mr Berry kindly agreed to address questions from members of the public.

- A member of the public queried parameters around highways and planning taking into account highways comments.
- A member of the public had concerns regarding Certificate of lawfulness at Potto Hall and is closer to his house than it is to Potto Hall, it is outside of residential curtilage to the Hall. Concerned about noise and size of the proposed caravan. Decision notice, but no officers report online. Mr Berry will check information and send a response via Potto Parish Council.
- A member of the public discussed report on Old Orchard site, not linear village, Noise from Barnfather site is not just the stone crushing but the constant banging and lorries. Lots of significant damage to the road around the site. Queried why Mr Berry can override what the Parish Council have recommended.

Return to Parish Meeting

- 5.2 Police Report – PCSO Dunn from October-December. Nothing to report. Discussed 'Op Bright'. Ask for further information.
- 5.3 Footpaths, Bridges and Stiles. Asked Mr Brown for 6 more gates to make footpaths more accessible. Stell inspection is due. The Hunt had cut up where the ford is on the bridleway. Questionnaire received in from Arrietty Heath, share with councillors. Discussed registering all footpaths by 2026, check if all ours are registered, interactive map on Hambleton website. Thanks to Peter and Shaun March for removing the fallen trees on the bridleway.
- 5.4 Annual Returns – Discussed the objections to the Annual returns. PKF LittleJohn received complaint, which they initially turned down, then received revised complaint from a member of the public. Provisional decision received for this year, still under objection from a member of the public so unable to complete it.

- 5.5 Potto Parish Plan – Spreadsheet has been updated with completed and ongoing projects, will be added to the website. Discussed housing survey.
- 5.6 Traffic Calming – Two signs will be purchased between the 3 villages; forms have been completed to arrange electrical hook-up points on lamppost within the village. Awaiting date for speed sign to be delivered.
- 5.7 Potto Village Hall – Monthly meeting minutes have been received and circulated. Potto Sparkle event last weekend very successful. Thanks to Prestons of Potto for supplying the Christmas tree and Councillor Macpherson for putting up and decorating.

6. Report from County and District Councillors

County Councillor Hugill discussed lack of TV coverage in Hutton Rudby and had a meeting, need contact details for people in Potto who still currently have no access to TV in Potto. Put on Potto Patter then forward contact details to Councillor Hugill. Discussed temporary planning permission and awaiting full planning permission for a new mast.

7. Planning Applications to consider and decide upon

- 7.1 21/02458/FUL - Change of use of an agricultural building to a dwelling and associated works, including demolition of single-storey outbuildings. Agricultural Building Land Adjacent to Rawcliffe Cooper Lane, Potto. A number of Councillors previously declared an interest, Council was not quorate to make a decision. Asked YLCA what rules are in this situation, as long as in same room but did not take part in the decision making then still in quorate. Comments sent to Planning, **Recommended approval.**

8. Planning Decisions of Hambleton District Councils

- 8.1 21/02522/CAMP - Notification for application to operate a Certified Location small 5 pitch site for caravans, motorhomes and trailer tents. Woodhaven, Goulton Lane, Potto. Camping And Caravanning Club have put in the application, 4 caravan sites in the parish is a bit of overkill. Local economy would benefit from tourists. Dangerous entrance, on a blind bend and Preston's lorries use it frequently. **Awaiting Decision.**
- 8.2 Ref. No: 21/00613/FUL - Alterations at Goulton Beck Holiday Park to form an additional 12 Static Pitches. Goulton Beck Caravan Site, Goulton Lane, Potto. Comments sent to Hambleton as closing date was before next Parish Council meeting. Flood prevention measures now submitted. **Awaiting Decision.**
- 8.3 Container on land adjacent to Rawcliffe, Cooper Lane, Potto. No Update – Approached by a member of the public for information to try get container removed, as discussed in public meeting.

9. Matters requested by Councillors

- 9.1 Tree Planting – Councillor Griffin circulated some information to the councillors from Hills. Put proposal together. Queens Jubilee tree planting. to contact Woodland Trust to get help.
- 9.2 Thanks to Peter and Shaun March for moving fallen trees on the bridleway

10. Finance

- 10.1 To receive bank reconciliation and budget comparison to 15 December 2021.

Community Account	£ 5,363.09
Business Saver Account	£ 10,001.73

1030

10.2 To note the following payments previously authorised.

10.2.1 Training for Potto Parish Council, previously agreed but not minuted, £190.00. Agreed

10.3 To provide draft precept – discussed each proposed expenditure for 2021-22. Circulate to councillors and to be put in before the end of the 2021.

10.4 To note budget situation – Current finances OK.

11. Correspondence

To note correspondence received not specifically dealt with on this agenda;

11.1 Unitary Council Briefing – to circulate.

11.2 NYCC Grass Cutting.

11.3 Emails from members of the public. Discussed in public meeting.

11.4 Emails from members of the public. Discussed and a response will be sent.

12. Any Other business

None

13. To Confirm Date & Time of Next Meeting

Next month's meeting date Wednesday 19 January 2021 at 7.00pm

The Chairman declared the meeting closed at 9.30 pm