

**MINUTES OF MEETING OF POTTO PARISH COUNCIL HELD ON  
WEDNESDAY 16 DECEMBER 2020 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 invite.

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.

**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 and County Councillor Mr D Hugill.

Apologies: Councillor Mrs E Griffin.

**3. Minutes of November Meeting**

The minutes of November'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 Freund emailed the December Police report which had been circulated to Councillors. Sargent Ross from Stokesley Police attended the meeting virtually via TEAMS. There were no incidents to report in the current period. The parish has been very fortunate with the low levels of crime over recent months.

Discussed the issue of some crimes not being reported and Sargent Ross will investigate these. Discussed local covid regulations with local pubs and restaurants serving people from Teesside who are currently in Tier 3. Discussed Councillor Greco's report regarding an arrest a few months ago regarding copper cable theft on Gold Hill Loop Road. Sargent Ross was not aware but would look over the records.

Discussed car registration plate cameras and also off-road motorcyclists who came through Potto then Ingleby Arncliffe, this incident at Ingleby Arncliffe was reported to the police.

- 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 bridge is currently in the design phase with a view to it being installed in the New Year. Thanks, received from Councillors for Councillor Macpherson's efforts in progressing this. Discussed cyclists and motorcyclists using the bridge, it had been confirmed that this was intended to be a footbridge only and cyclists should dismount to use the bridge otherwise higher guard rails would be required, the installation of signage was discussed. County Councillor Hugill has confirmed his financial support for the project together with Councillor Bryn Griffiths.

Footpath maintenance was discussed, most of the hedges have now been cut along the bridleway with the remainder have been followed up and guidance regarding responsibilities has been given, we are looking to get parts of the footpath resurfaced using existing material stocks along with some new gates to be installed. Working party to be put together after Christmas, local resident happy to loan us heavy equipment. The hunt came via the village at on Tuesday, the surface of the bridleway held up well.

Discussed currently working with Sustrans and the potential new route 65 to be re-routed via the bridleway once work is completed. Discussed cycle route around the local area, possibly circular around a number of villages. County Councillor looking to see if Parish Councils are interested.

- 4.4 Annual Returns – Circulated correspondence received from auditor PKF Littlejohn to councillors. £240.00 invoice received – agreed to pay.
- 4.5 Parish Plan – Information circulated to parishioners via the Potto Annual Newsletter.
- 4.6 Traffic Calming –we have been awarded a grant of £4,500 from Police Commissioner for smart speed sign to share between Seamer, Crathorne and Potto. Currently finalising the award process. Awaiting receipt of funds.
- 4.7 Defibrillator – The work to re-site the defibrillator has started, the pole has been fitted and we are awaiting the installation of the power supply.
- 4.8 Potto Village Hall –The minutes of the Potto Village Hall committee meeting have been circulated. Some events have been booked in for 2021. Trustees for Potto Village Hall have submitted the annual accounts.
- 4.9 IT systems – A new Huawei laptop has been purchased for the clerk with Microsoft Office. Thanks, given from the clerk.
- 4.10 Newsletter has gone out to parishioners; a digital copy will be uploaded to the website.

## **5. Report from County and District Councillors**

County Councillor Mr D Hugill discussed the making a difference fund has been doubled this year £50,000 coming into the Stokesley area, requests can be submitted for funding. Discussed Pride in Potto, village signs and the half-gates some local villages have.

Provided Covid-19 updates from County Council, the logistics of distributing and storing the vaccine.

Unitary authority: Bids were submitted on 9 December.

There is a County Council election due in May, however there is uncertainty around whether this will go ahead, may be a last-minute decision.

## **6. Planning Applications consider and decide upon**

### 6.1 Ref No: 20/02423/FUL. Extension to and Renovation of Existing Dwelling

Bread and Beer house, Butcher Lane, Potto.

It was noted that there would be a virtual doubling of floorplan, however the design is aesthetically pleasing and is situated within a walled garden. No objections to the application.

### 6.2 Ref. No: 20/02744/FUL. Demolition of existing conservatory and new single storey extensions forming extended living accommodation.

The Old Orchard, Cooper Lane, Potto. No official notification received by PPC, closing date before next meeting. Circulate to councillors once received, and request extension from HDC as closing date is before next PPC meeting.

### 6.3 Ref. No: 20/02738/MBN. Notification for prior approval for a proposed change of use from agricultural building to 2 dwelling houses and associated operational development.

Land Adjacent to Rawcliffe, Cooper Lane, Potto. No official notification received by PPC, closing date before next meeting. Circulate to councillors once received, and request extension from HDC as closing date is before next PPC meeting.

Councillor Wilde and Councillor Agar declared an interest as their land abuts the site  
Discussed numerous previous applications for similar building which were all refused at appeal.

## **7. Planning Decisions of Hambleton District Councils**

### 7.1 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. Approved by HDC Planning.

The PPC was copied into an email of a letter from a member of the public who had objected about the application to HDC, It was noted that their initial objections were not added the HDC planning portal.

### 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. Approved by HDC Planning.

County Councillor Hugill discussed this planning decision.

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.

**8. Matters requested by Councillors**

Councillor Macpherson discuss the large group of motorbikes (25+) who came through the village at the weekend. Two returned back wheelieing up the village. Information received regarding the related incident at Ingleby Arncliffe discussed in police report. Discussed putting gates into slow users down, speed signs etc. It was noted that their number plates are too small and dirty to identify users. Safety issues as multiple users use the bridleway; horses, walkers etc. look into signage for users alongside the bridge work.

The use of a common planning response template was discussed it was agreed that this would be beneficial, and a document will be drafted for discussion.

**9. Finance**

9.1 To note the following payments previously authorised;

Laptop plus Microsoft office	£ 529.00
Clerks Back Salary	£ 140.40

9.2 To receive bank reconciliation and budget comparison to December 2020

Community Account	£ 6,650.85
Business Saver Account	£ 10,000.73

9.3 Budget review – Good health, spending planned on community projects.

**10. Correspondence**

10.1 YLCA correspondences circulated to councillors.

10.2 Email from a member of the public.

**11. Any Other business**

Verbal comments received from a member of the public thanking the Parish Council for all their efforts and keeping the village up-to-date with projects via the newsletter.

**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 20 January 2021 at 7.00pm**

The Chairman declared the meeting closed at 9.00pm