

**MINUTES OF THE MONTHLY MEETING OF POTTO PARISH COUNCIL HELD ON
TUESDAY 20 FEBRUARY 2024 AT 7.00 PM AT POTTO VILLAGE HALL**

2 members of the public were 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 S Agar, Councillor Mrs E Griffin, Councillor Mr I Macpherson and County Councillor D Hugill.

Apologies: Councillor S March

3. Minutes of January's meeting

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

4. Matters Arising from last month's meeting

4.1 Police Report - received from PCSO Maguire. Nothing to report.

4.2 Footpaths, Bridges and Stiles – Councillor Macpherson walked the parish footpaths with Sarah MacDonald, Footpaths Officer for North Yorkshire Council. She has agreed to source a stile and some additional gates for us.

- Councillor Macpherson has put some new dog fouling signs up on the bridleway.
- A new dog bin has been installed at the village end of the footpath to Swainby.
- Repairs will be carried out to boards that are lifting on the new bridge over Swainby Ellers.
- Overhanging trees on old railway footpath will be cut back.
- Discussed possibility of a ramp up from the railway footpath up to the large railway bridge.
- Discussed what should go in front of the owl bench, agreed soil and wildflower seeds.

It was noted that some hedges in the village are obstructing the footpaths, it is the landowners' responsibility to keep hedges cut back, a note will be put on Potto Patter.

4.3 Annual Returns - Objections to AGAR by a member of the public - The objections from a single member of the public have been reviewed by the external auditor and they are considering four of the objections from the member of the public, which may result in additional charges being levied on the parish council. The Parish Council have raised concerns with the auditor regarding the validity of these objections. The Chairman discussed the proposed response to PKF Littlejohn regarding the four objections, the response was unanimously agreed.

4.4 Appointment of Internal Auditor – The objections from a member of the public regarding the Internal auditor have been investigated by their professional institution and found to be completely unfounded. The member of the public has made a prolonged vexatious assault on our Internal Auditor over a period of years, and the investigation has found these allegations to be totally unfounded.

Now that he has been completely exonerated our internal auditor has decided to step down from his role auditing PPC, a task that he has undertaken since 2011. The parish council thanked Roger Brisley for his invaluable help and work. Over the years undertaken under much duress from a single member of the public.

Appointment of a new internal auditor will have to be undertaken.

- 4.5 PIR Action Plan - The action plan was reviewed; it was noted that all points have been completed.
- 4.6 Urban grass cutting – The Parish Council is paid £120 for cutting verges within the village. Chairman spoke to North Yorkshire Council as the price has never increased in line with inflation. Also spoke to Crathorne and Seamer Council regarding their approach to this issue.
- 4.7 Potto Parish Plan - Nothing to update. Mid-term review due this year.
- 4.8 Police Investigation of a member of the public – Ongoing.
- 4.9 Traffic Calming - Speed sign was in place over the festive period. But was unable to download the data, awaiting response from suppliers.
- Applied for '20's Plenty' scheme, had to register speed findings. We are now on their list following sending speed data.
 - Discussed pedestrian and cycle crossing signs/lighting on A172 following recent fatality. Agreed to bring to contact Swainby and discuss bringing to area constituency meeting as a joint approach with Swainby.
- 4.10 Potto Village Hall - The minutes of Potto Village Hall monthly meeting has been received and circulated to councillors.
- Discussed policy and procedures and 'Martyns Law' the new requirements currently being proposed regarding terrorist attacks.
 - The minutes of Potto Village Hall monthly meeting has been received and circulated to councillors.
 - Next event St. Patrick's Day Pub Night 16 March at 19:30
- 4.11 ICO - Freedom of information requests and reviews, the following cases were discussed.
- 4.11.1 Decision Notice IC-260478-X8S8
 - 4.11.2 Appeal EA/2024/0028 by a member of the public
 - 4.11.3 IC-260007-SWW6 - ongoing
- 4.12 Village Project – Discussed bench and costings already received. New resident of former Porrit's Farm is a Blacksmith, Council will approach for quote on a similar bench as a local supplier. Discussed D-Day 80 Lamp Light of Peace. Parishioners encouraged to put a lamp outside on the date.

5. Report from Unitary Councillor

- Discussed budget setting tomorrow.
- Discussed a Unitary Councillors comments on social media.
- Councillor Hugill is one of 7 on the Planning Committee. New review of local plan for the whole County.
- Discussed Strategic Planning committee, agreed to new solar panel site.
- Discussed National Park Committee, been on moors near Blakey Ridge, to see the peat maintenance.
- Query to Councillor Hugill regarding shorter green waste certificate being valid April-December, not April-March. Being charged more money for less collections. And not being notified of this when applying for certificate. Councillor Hugill will investigate and bring feedback to next meeting, discussed budget squeezes.

6. Planning Applications to consider and decide upon

None

7. Planning Decisions of Hambleton District Councils

- 7.1 Ref: ZB23/02168/FUL. Thornhill Farm, Swainby. Chalet for agricultural worker. Discussed large amount of 'chalets' around the village and recent planning permission for same farm to convert buildings. Comments about only used for temporary usage. **Awaiting Decision.**
- 7.2 Ref: ZB23/01873/CLP - Proposed use of houses, curtilages, land and grounds at Numbers 3 and 6 Potto Hall as two properties with private residential garden and curtilage. Potto Hall, Parson Back Lane, Potto. **Awaiting Decision.**
- 7.3 20/02290/OUT / ZB23/01765/REM – The construction of one dwelling on Land to the rear of 44 Cooper Lane, Potto. **Awaiting Decision.**
- 7.4 Ref. 22/00984/FUL - Change of use of land for the siting of 3 holiday chalets. Land to the south of Butcher Lane, Potto. **Awaiting Decision.** Held up to Nutrient Neutrality.

8. Matters requested by Councillors.

Chairman for next meeting – Councillor Griffin agreed.

9. Finance

- 9.1 Barclays Bank has closed its premises in Stokesley and is now closing their premises in Northallerton. NatWest Bank looks best, will apply online.
- 9.2 To receive bank reconciliation and budget comparison to 20 February 2024.
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|--------------------------|------------|
| Community Account | £ 4,062.06 |
| Business Premium Account | £ 5,064.36 |
- 9.3 Invoices:
- | | | |
|-----------------|----------------------|-----------------------------------|
| PKF LittleJohn | Unpaid invoiced 2022 | £2.796 – Ongoing objection to PKF |
| Clear Council's | Insurance | £268.42 |
| Clerks Salary | Payment | Agreed. |
- 9.4 2024/25 Precept. Report has been completed and circulated to Councillors; this was submitted and awaiting confirmation.
- 9.5 Budget - The current budget and expected expenditure were discussed.
- 9.6 Clerks Salary - Councillor currently looking into information from YLCA / NALC.

10. Correspondence

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

- 10.1 A number of emails were received, discussed and will be actioned accordingly.
- 10.2 Email from a member of the public, offering donation towards war memorial bench.

11. Any Other business

Councillor Agar informed the council that he intends to step down from the Parish Council in 2024. It was noted that Councillor's Agar's contribution to many areas of the Parish Council over the past few years has been invaluable.

12. To confirm date & time of next meeting

Next meeting date Tuesday 19 March 2024 at 7.00pm.

The Chairman declared the meeting closed at 8.10 pm.