

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

1 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 I Macpherson, Councillor Mrs E Griffin and County Councillor D Hugill.

Apologies: Councillor Mr S March

3. Minutes of May and July's meeting

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

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

The minutes of July'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 discussed strimming footpaths and possibility of looking at purchasing a strimmer for quick jobs, will look into costing.
- Discussed replacement dog bin next to noticeboard, will look into costing.
- Discussed footpath from Preston's to Hutton Rudby as footpath is dangerously overgrown and have to step into road, they are aware of this issue.

4.3 Annual Returns 2022-23 - The Final Report and Certificate together with the Decision letter from PKF Littlejohn were discussed. It was noted that due to delays by PKF Littlejohn, the final report and certificate were received after the submission of the 2023-24 AGAR forms. It was agreed that the Final Report would be contested as it contains a number of errors.

An Action Plan to address the points raised will be prepared for the next meeting together with a response to PKF Littlejohn. It was agreed that we would contact our MP Mr Rishi Sunak regarding PKF Littlejohn and their fees.

4.4 New Councillor - Mr Richard Walker was unanimously co-opted onto the Parish Council.

4.5 PIR Action Plan - The action plan was reviewed; it was noted that all points have been completed.

4.6 Urban grass cutting - Discussed grass cutting which has been done around footpaths.

4.7 Potto Parish Plan - Mid-term review will be held on Wednesday 28 August at 7pm in village hall. We have received a template from Yorkshire Community First. Discussed 'Potted Potto' on 3 September at Swainby Village Hall at 7pm.

4.8 Traffic Calming - Speed sign is back in Potto. Applied for '20's Plenty' scheme, had to register speed findings. We are now on their list following submitting speed data.

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- 4.9 ICO - Freedom of information requests and reviews, the following cases were discussed:
- EA/2024/0028, EJ/2023/0005, UA-2023-001873-GIA
 - Decision Notice IC-282082 - J8W5 - No action to be taken by PPC.
 - IC-293418-Z2B3
- 4.10 Village Project - Discussed bench and costings already received. New resident of former Porrit's Farm is a Blacksmith. Councillor Macpherson has contacted him regarding a memorial bench. Discussed location, style and if better to restore bench at bottom of village on corner.
- 4.11 Amendment minutes - Discussed grammatical change of a word and change of case numbers by ICO together with outstanding changes. Amendments agreed.

5 Report from Unitary Councillor

Councillor Hugill has become the 'Climate Change Champion'. Discussed water source heat pump at Seamer Pond, in collaboration with 'LabMan', meeting with Rishi Sunak next week to discuss further. Discussed Ground Source hearing for village, one resident is following up on this with North Yorkshire Council.

6 Planning Applications to consider and decide upon

Ref: ZB24/01315/FUL Demolition of existing single storey glazed conservatory and erection of new single storey orangery 58 Cooper Lane, Potto. Parish Council supports the application.

7 Planning Decisions of Hambleton District Councils

- 7.9 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.*
- 7.10 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.*

8 Matters requested by Councillors.

- 8.2 Councillors Domain Name - all government organisations have been asked to use a .gov.uk email and website addresses. £100 grant towards moving to this. Circulated to Councillors and agreed.
- 8.3 Concerns around use of traveller site near Preston's of Potto. Amount of white commercial vans and static homes. Stables now appears to be used as a home. Agreed to contact enforcement to ensure site is being used lawfully.

8 Finance

- 8.1 Barclays Bank has closed its premises in Stokesley and Northallerton. NatWest Bank looks best, will apply online.
- 8.2 To receive bank reconciliation and budget comparison to 20 August 2024.
- Community Account £ 5,343.19
 - Business Premium Account £ 5,102.31

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8.3 Invoices:

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|---|------------|----------------------|
| • PKF Littlejohn - AGAR Additional Work | £12,797.70 | Contesting invoice |
| • Jet Brains - Website Software | £142.80 | Agreed |
| • North Yorkshire Council - Grass cutting | £128.52 | PO for reimbursement |

8.4 Budget - The current budget and expected expenditure were discussed.

8.5 Clerks Salary – Agreed for July and August

9 Correspondence

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

9.1 Emails from members of the public. Discussed email received regarding scrutinising Parish Councillors. Discussing with YLCA.

9.2 Review of Correspondence.

10 Any Other business

None

11 To confirm date & time of next meeting

Next meeting date Tuesday 17 September 2024 at 7.00pm.

The Chairman declared the meeting closed at 8.45pm.