

BORROWBY PARISH COUNCIL

MINUTES OF THE MEETING HELD ON WEDNESDAY 19 OCTOBER 2005

Present: Cllr G Weir (Chairman), Cllrs F Cowton, D Jackson and Mrs C Thornton
P Harrison (Clerk)

There was a public attendance of twelve.

1. APOLOGIES An apology was received from Cllr D Frith.

2. MINUTES

The minutes of the meeting held on 28 September 2005 were taken as read, approved and signed by the Chairman.

3. MATTERS ARISING

- 3.1 Flooding issues** Mrs Ann Johnson attended the Hambleton Flood Forum on 29 September and has produced a note for the Parish Council. She was unable to be present this evening so her report is on file for inspection. The Clerk summarised her report, noting that Hambleton District Council will continue to lobby for rural areas, will look into the subject of water course management, and keep Borrowby DIP informed of the outcome of the "Round Table Meeting" on 20 October. Mr Brian Smith of Yorkshire Water had outlined what has already been done, and was planned to do, to improve the situation in Borrowby when flooding occurs, with particular regard to the foul sewers and the Bob Lane treatment plant. He will report back to the Borrowby DIP. The Clerk also said that he was awaiting a call from Mr Tony Sledmore of Yorkshire Water on the same subject.
- 3.2 Chestnut Tree Bank** The Clerk reported that his enquiries are still ongoing.
- 3.3 Grass cutting** The Clerk reported that in a letter dated 30 September from NYCC it was written that the contractor had done five cuts in Borrowby up to that time – 5 May, 8 June, 1 July, 22 July and 16 August (after the cut on 22 July the village was revisited as it was decided that the work was not up to standard). A subsequent enquiry indicated that the grass had also been cut last week. No one present at the meeting was aware of this having been done. It was agreed that we need to be better informed next year.
- 3.4 Blocked drains** Cllr Thornton reported that she had spoken to NYCC Highways about this, and inspections had taken place.

4. CORRESPONDENCE

- 4.1** Letter from HDC about area exhibitions and meetings on potential development sites, copies of which had been E-mailed to Councillors. The meeting in Thirsk Town Hall is tomorrow, Thursday 20 October and runs from 7pm – 9pm. It will consist of a presentation of sites under consideration for development, followed by discussion.
- 4.2** Letter from NYCC Environmental Services indicating the change in Highways Department Organisation. The Area Manager for us is Eddy Hayward, and the Maintenance Manager is Stephen Pimperton.
- 4.3** Letter from Hambleton Strategic Partnership about a review of the actions being taken to achieve the Community Plan. One of the consultation events is planned to take place in Borrowby Village Hall on 2 November from 12 noon to 7pm. A poster advertising this has been placed on the main village notice board.

- 4.4 Letter from HDC Environmental Health Department about Housing Grants. Further leaflets are available from Alex Pearson on Tel No 01609 767148. It was agreed that 20 sets of leaflets should be obtained and distributed. The Clerk was asked to request for the leaflets to be sent to the Chairman who would arrange the distribution.
- 4.5 Notification about a seminar tomorrow about "Play and Leisure Provision for Parish Councils". Borrowby Parish Council did consider the provision of a play park area some years ago but this was not proceeded with so it was agreed that no action should be taken.

5. PLANNING APPLICATIONS

- 5.1 **Revised Application for the construction of a dwelling on OS Field 5804 Woundales Lane (Ref 05/00786/FUL)** A further revised application dated 7 October was received from HDC. The Parish Council again objected to the proposal on the grounds of flooding, access and environmental considerations.

6. FINANCIAL REPORT

The Clerk presented financial information as follows:

- 6.1 **Expenditure this year to date** The total is presently £579.77. It was noted that the expenditure of £39.14 for administration expenses is incorrectly recorded as £93.14 in the Minutes of the Parish Council meeting held on 7 July.
- 6.2 **Bank accounts** The Parish Council has two accounts with Lloyds TSB – a current account with a balance of £3,353.80 and a savings account with a balance of £9,346.56. It was agreed that a sum of £2,000 be transferred from the current account to the savings account.
- 6.3 **National Grid Donation** Of the £10,000 donated to the village by National Grid in recognition of the inconvenience caused during the construction work associated with the new pylons £750 had been handed over to Borrowby Methodist Church and £250 to Leake Cricket Club. Amounts of £6,500 and £2,500 are still outstanding for Borrowby Village Hall and Borrowby Show respectively.
- 6.4 **Budget and Precept** The precept for the current financial year is £2,625. Further consideration needs to be given to the plans for using this, and also for building up the financial budget for the next financial year.

7. ORGANISATIONAL MATTERS

- 7.1 **Charity Field** The Clerk reported that he had handed over to Mr Ralph Ford the Minute Book and the files pertaining to the Charity Field.
- 7.2 **Membership of NALC (National Association of Local Councils) and SLCC (Society of Local Council Clerks)** The Clerk explained that Yorkshire Local Councils Association is the local focus for NALC. Annual subscription is based on the electorate, and for Borrowby it would be £86.00. If we join now we would pay £35.83 for the period from 1 November to 31 March 2006. It was agreed that the Parish Council should join and evaluate the service during the rest of the year. The Clerk reported that he had joined the SLCC.
- 7.3 **Sub-committees** There was some discussion about sub-committees and it was agreed that there was no need at present to form sub-committees for Planning and Finance. However it was agreed that the relationship between the Council and the Borrowby Drainage Improvement Project should be formalised. Further discussion will take place between the Chairman, Cllr Frith and Mrs Ann Johnson who chairs the DIP.
- 7.4 **Appointment of the Responsible Financial Officer** It was noted that it is a requirement for a Local Council to appoint a "Responsible Financial Officer" (RFO) to control financial

matters. In Borrowby Parish Council this requirement has been met in the past by the Council electing one of the Councillors to be Hon Treasurer. However it seems to be a more usual practice for a parish council to appoint the Clerk to this post; this has the added advantage of keeping the paperwork under the control of one person. It was agreed to appoint the Clerk to the post of Responsible Financial Officer.

7.5 Authorised signatories for the bank accounts It was agreed that the Clerk's name should be added to the list of authorised signatories held by Lloyds TSB to enable him better to manage the bank accounts.

7.6 Circulation of Agendas and Minutes It was agreed that an additional copy of the Agenda be displayed in the Post Office; and that Minutes of Parish Council Meetings be shown on the Hillside web site operated by Mr Rick Royall.

8. ANY OTHER BUSINESS – No other business was brought forward.

9. OPEN FORUM

9.1 Mr Eric Rowland reported that the steps up to the notice board at the bottom of the village are not as safe as they should be. It was agreed that some improvements was needed. Mr Alan Smith offered to deal with this, and the offer was gratefully accepted by the Council. The Chairman will liaise with Mr Smith and Mrs Revely about this.

9.2 Mr Ralph Ford reported that the small retaining wall outside Miss Scully's garage was in need of repair and he suggested that this was one of the items which the Council may wish to allocate money to.

9.3 Miss Mary Peckitt asked who would be responsible if someone had an accident on any of the steps on the banking in the village. It was recognised that there was no definitive answer to this – much would depend on the circumstances.

9.4 There was a general discussion about grass cutting and tidiness in the village. One suggestion for improvement was the appointment of a village caretaker, and Cllr Jackson said he would do some initial investigation into this.

10. DATE OF NEXT MEETING

It was agreed that the next meeting should be held on Wednesday 23 November 2005 at 8.00pm in Borrowby Village Hall.

There being no further business, the Chairman closed the meeting at 9.00pm

Signed:.....Dated:.....