

Minutes from the Annual General Meeting of Borrowby Parish Council held on Thursday 15<sup>th</sup> May 2014 at 8.00 pm in Borrowby Village Hall

1. Apologies

The Chairman received apologies from Mike Jarvis. Present: The Chairman (Cllr F Wachsberger), Cllr D Craig, Cllr D Bell, Cllr E Town, the Clerk, County Cllr G Dadd, District Cllr J Watson and three members of the public.

2. Minutes

The minutes from the Parish Council Meeting held on Thursday 17<sup>th</sup> April 2014, which were previously circulated and read, were agreed and signed.

3. Matters arising

3.1 Caravan – District Cllr Watson has been in touch with the Enforcement Officer who has spoken to the caravan owner: once a broken window is replaced the caravan will be sold and removed from the land. The Enforcement Officer had said that Hambleton District Council would not support a caravan in that location.

3.2 Seat for bottom Green. Cllr Bell has seen an appropriate teak seat for sale in Sam Turners for £200. The Parish Councillors all agreed to go ahead with the purchase of the seat. Cllr Bell said the legs would need to be concreted in the ground.

3.3 Parking problem near corner of Park Lane. The Chairman said that there had been a big improvement recently.

4. Update from County and District Cllrs if present

District Cllr J Watson: She said that the Planning Officer, Alex Peel, had agreed to a site meeting for the Woundales plans and the application will then go to the Committee Meeting. She said that the Planning regulations had changed since 2006 when previous plans had been submitted for the Woundales. The Parish Councillors decided to have a look at the site on Sunday evening. She said she was vice Chairman of the Scrutiny Committee and the AGM had taken place. District Cllr Watson said that recycling leaflets are being distributed to all households.

County Cllr G Dadd: He said that, regarding the planned works to re-surface the road near the RAP and the school, he was hopeful that the full stretch of road would be re-surfaced rather than just the two sections being done, but there was nothing definite. He said that, concerning the situation where the large trees were cut down in Thirsk Market Place, the trees were now gone and nothing could be done about that now but re-planting of suitable trees/shrubs could be made with a working group in this space. He said NYCC had put a bid in for the Local Enterprise Partnership for rural road maintenance funding and said the Tour de France could help with this.

5. Update from Borrowby Parish Councillors

Cllr Town – She said the cutting of the hedge along Bob Lane was an improvement. Cllr Craig said George Thomas had done it as he has a field down the bottom and wanted better visibility for the wagons.

She said the gutter near 'Field House' was full of stones. Cllr Bell said water was always running down from Field House. The situation is to be monitored.

Cllr D Craig, Cllr Bell and the Chairman had nothing further to add.

## 6. Correspondence

- 6.1 Clerks & Councils Direct Magazine, May 2014.
- 6.2 HDC Election Notices for boards. Notice of election and list of candidates.
- 6.3 NYCC Area 2 Thirsk. Traffic Regulation Order for the closure of Leake Lane from 1<sup>st</sup> May for approximately 2 weeks. Alternative route will be signed.
- 6.4 NYCC. Letter about withdrawal of funding from NYCC for Parish Councils for verge cutting. This will now have to be funded by Parish Councils.
- 6.5 'The Clerk' magazine. May 2014.
- 6.6 HDC. Notice of Parish Liaison Meeting on Thursday 5<sup>th</sup> June 2014 at 7.00 pm at the Civic Centre, Northallerton.
- 6.7 North Riding Tree Services- Letter about the condition of the oak tree at the top of the village, recommending that it is suitably healthy for a TPO application. Cllr Watson to give the letter to the Planning Officer.
- 6.8 NYCC. Bethan Brown, Definitive Map Officer. The DMMO process is now complete; the track along Chestnut Bank has now been added to the Definitive Map as a Restricted Byway.

## 7. Planning Applications

Woundales – See 4. About site meeting.

## 8. Chairman's Report

The Chairman said many things had been done this year:

- Road white-lining had been done.
- Street lights are now switched off at night
- Road Surfacing – potholes had been filled in but erosion of the surface near the school and RAP field has resulted in poor surface and is due for re-surfacing.
- Grass Cutting – The Parish Council are to lose funding from NYCC for verge grass cutting from 2015.
- Affordable Housing – At present North Star Housing are discussing matters with the land owners but no agreement has been reached.
- TPO application for the oak tree – Now that the inspection has been done the application for TPO on the tree can be assessed by Hambleton Planning Department.
- Woundales – Plans have been put in for a house and the Parish Council have objected – a site meeting is due to take place.
- Caravan in field – The Enforcement Officer said it must be moved.
- Village Hall car park surface – Works are not going ahead at present.
- The Parish Council have had a good liaison with Gareth and Janet this year.

## 9. Financial Report

### 9.1 Approve Annual Accounts

The Internal Audit had been completed.

The end of year accounts 2013/2014 were circulated. The balance is nearly £500 lower than last year 2012/2013. Next year NYCC are not funding the verge grass cutting so this will have to be funded by the Parish Council with the Green cutting. The amount NYCC contributed in 2013/2014 was £792.96. The accounts were agreed and signed.

The Annual Return was signed and the Clerk will now send it to the External Auditors.

### 9.2 Approve Risk Assessment

The Risk Assessment was reviewed, agreed and signed.

### 9.3 Approve Fixed Assets Register

The Fixed Assets register agreed and signed.

### 9.4 Approve Clerk's Honorarium

The same Honorarium was approved.

Cheques signed:

Internal Audit Fee	£60.00
CE & CM Walker Grass Cutting (April 2014)	£271.00
North Riding Tree Services (Tree works)	£700.00

10. Election of Chairman

CLlr F Wachsberger was elected Chairman, proposed by Cllr Bell and seconded by Cllr D Craig.

11. Election of Vice Chairman and other Officers

Cllr D Craig was elected as Vice Chairman, proposed by Fred Wachsberger and seconded by Cllr E Town.

12. Any Other Business

12.1 It was queried as to why dog waste and litter can be put in the same bin rather than being different sections. Clerk to check with HDC.

12.2 Open Gardens, 15<sup>th</sup> June. Clerk to ask grass cutters to cut the grass during the week prior to the event.

13. Open Forum

13.1 A resident asked who owns the old village pumps in the village. To ask NYCC.

13.2 It was said that the hedge near 'West Brae' on the corner needs cutting. Cllr Bell will ask the owners about this.

13.3 Litter Pick – It was suggested to do a litter pick before the Open Gardens day. The Clerk is contacting the grass cutters to make sure the grass is cut prior to the event.

14. Date of Next Meeting

The Chairman thanked everyone for attending and said the next meeting will take place on 12<sup>th</sup> June. The Meeting was closed at 9.05 pm.