

# Glaisdale Parish Council

Mr D. Palmer

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Dalegarth

The Green

Glaisdale

Whitby

North Yorkshire

YO21 2PW

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## **MINUTES OF GLAISDALE PARISH COUNCIL MEETING** held at The Robinson Institute, Glaisdale, on Thursday 16<sup>th</sup> February 2017.

**PRESENT:** Cllr SW Thompson (Chair), N Hopwood, C Featherstone, C Pearson, M Foord, C Hatch. R Norris.

**Electors Present :** 0

**APOLOGIES :** N/A

**DECLARATIONS OF INTEREST MADE :** None

### **C Huby - Update on progress of Affordable Housing scheme at Lealholm**

- Colin Huby presented members with an update and appraisal of the current situation regarding the Affordable Housing development proposed for Lealholm. The current status of the land utilised presently as a car park operated under license by SBC, was confirmed as being Common Land and consequently any future use as a car park as well as any reconfiguration required to enable an access route onto the proposed site of the development would need to be negotiated from Dawnay Estates. This was not thought to be problematic and all parties to discussions so far are co-operative, although any new license would need to be confirmed by the Secretary of State at the appropriate time.
- Mention was made of the possibilities of funding being available for Community Led housing initiatives and of the possible benefits to the Lealholm development. This possibility was noted and put to one side for potential inclusion at a later date.
- Colin is to arrange a meeting of all parties concerned to try and deal with any issues and to decide on the best way forward. Colin to advise time/date etc for meeting at the Ley Hall in Lealholm.

**Period for public comment/participation (Max 15mins in total!)**

1. **MINUTES OF PREVIOUS MEETINGS** were presented, agreed and signed as a true record.
2. **MATTERS ARISING FROM THE MINUTES**
  - 2.1 Police report – attached.
    - **Noted** - no police presence at this meeting.

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Signed as a true record : .....(Chairman )

DATE : .....

### 3. PLANNING

#### 3.1 Applications :

3.1.1 NYM/2017/0039/FL - Application in respect of construction of two storey rear extension at Blast Furnace Cottage, Underhill, Glaisdale.

- **No Objections raised.**

3.1.2 NYM/2017/0088/FL - Application in respect of erection of general purpose agricultural building with associated access track at field opposite Holly Barn, Low Gill Beck, Glaisdale.

- **No Objections raised.**

#### 3.2 Referrals

None Received

#### 3.3 Results :

None Received

### 4. FINANCE

4.1 Receipt of information relating to cessation of GPC Business Account for purchase of stationary consumables. Replacement arrangements required.

- **Members advised of communication received from Staples UK Ltd. Regarding the Business account operated by GPC for the purchase of stationary and office supplies. Staples UK are being taken over by another business and consequently all business accounts are being terminated with immediate effect. Staples UK cannot advise as to whether the new owners will operate a similar business account arrangement.**
- **This leaves GPC without a formal method of obtaining such supplies and without making arrangements with another supplier, all purchases of office supplies will need to be made via personal expenditure which will need to be reclaimed via allocation to expenses. This has the negative effect of GPC being unable to reclaim any VAT paid in the process.**
- **Clerk has proposed that we initiate making a new arrangement with a local supplier (Normans Ltd - part of the OfficeClub consortium) to continue to benefit from the councils' VAT Exemption status. Members agree that this is a satisfactory way forward and proposal to open business account with Normans Ltd made by Cllr NH, seconded Cllr CH. All members in agreement. Clerk to process the application.**

4.2 Implications relating to repeal of Section 150 (5) of LGA 1972 ('Two signature rule' for payments)

- **Members advised of advice received from YLCA/NALC regarding the operation of 'Online' electronic accounting systems by local authorities such as GPC. The repeal of the legislation requiring two signatures to authorise payments (usually by cheque) has introduced a danger of loss of control to the authorisation process as most electronic banking systems preclude the need for two independent 'authorisations' before a transaction is completed. Also HMRC are insisting that all PAYE/NIC/VAT payments and transactions are dealt with online wherever possible - special arrangements having to be made to revert to paper based returns - and so almost all councils are having to operate online transactions of some sort.**
- **In order to ensure there is no conflict between current accounting 'best practice' and the use of modern electronic banking tools when dealing with council financial transactions the NALC has issued some guidance on how a suitable control system might work.**
- **They include : Listing all payments to be made in a particular period for approval at a council meeting prior to payment being made ; the operation of any electronic banking system must be made by a signatory to the account being debited ; all transactions can be viewed electronically by any signatory to the account being debited ; all signatories have viewing access to the councils bank accounts.**
- **All of the above recommendations are currently operated by GPC and are implicit in the Financial Standing Orders operated by the council for electronic payments.**

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4.3 Notification of tenders distributed for annual grass-cutting/verge cutting contracts.

- **Noted - no tenders have yet been returned.**

## 5. CORRESPONDENCE

### 5.1 Action / Reply

5.1.1 Email communication received from Glaisdale resident regarding ex public toilets at Glaisdale Station.

- **Communication received from Glaisdale resident who has included a statement made to him by Northern Rail (NR) regarding the possibility of NR reopening and refurbishing the toilets at Glaisdale Station providing another community group will take on the running and cleaning of the facility into the future.**
- **Another letter has been received by GPC, this time from the Esk Valley Rail Development Company (EVRDC) who are indicating that they would like to take advantage of this offer by NR providing that the parish council undertake to organise the cleaning, storage and replenishment of consumables.**
- **GPC has visited this issue on several occasions in the past, most recently in November 2016, and on all occasions the consensus arrived at is that the operation of public toilets in this parish should be the responsibility of the District Council and the costs involved are not affordable to a small rural community. The use of volunteers to clean and look after such facilities is attractive at the outset but experience has shown that volunteer involvement is short lived and not sustainable in the long run. Contracting out the operation of public toilets and the monitoring and maintenance of health and safety standards required comes at too high a cost.**

5.1.2 NYCC Public Rights of Way online consultation now available.

- **Noted.**

### 5.2 Minutes & Reports

5.2.1 Receipt of YLCA Branch meeting minutes and agenda for next meeting on 23<sup>rd</sup> Feb 2017.

- **Noted.**

### 5.3 For Information

5.3.1 Yorkshire Esk Rivers Trust. – ‘Riverfly Monitoring Workshop’ notification received.

- **Noted.**

5.3.2 SBC – Information re Briefing session for anyone interested in becoming a NY County Councillor from May 2017.

- **Noted.**

**Newsletters received :**

Esk and Coastal Streams Catchment Partnership – Newsletter.

**Publications received :**

None received

Other items of communication were received.

**6. REPORTS OF MEETINGS ATTENDED**

None attended.

**7. MATTERS OF INTEREST RAISED BY MEMBERS**

**7.1 Highways Issues**

- Birdsmouth fencing at foot of Woodocks bank, Glaisdale. To repair.
- Roadside fencing to top of Windhill Quarry, Glaisdale. Repairs required.
- Highway 83R - Underhill to Arncliffe Arms - drains under road blocked.
- Highway 83R - upper section opposite entry to Anglers Quarters foliage, encroaching over footpath and preventing use of handrail.

- 8. DATE OF NEXT MEETING :** Will be on Thursday 16<sup>th</sup> March 2017, commencing at **7.00pm**. This will follow the conclusion of the Annual Assembly and will be held at The Robinson Institute, Glaisdale.