

Glaisdale Parish Council

Mr D. Palmer

Clerk to the Council

Telephone : 01947 897481

Email : clerk@glaisdalepc.org.uk

Web : www.glaisdalepc.org.uk

Dalegarth

The Green

Glaisdale

Whitby

North Yorkshire

YO21 2PW

MINUTES OF GLAISDALE PARISH COUNCIL MEETING held at The Robinson Institute, Glaisdale, on Thursday 21st April 2016.

PRESENT: Cllrs - SW Thompson (Chair), C Featherstone, N Hopwood, M Foord, R Norris, C Hatch.

Electors Present : 0

APOLOGIES : Cllr C Pearson (Late arrival due to Dist Council commitments.)

DECLARATIONS OF INTEREST MADE : None

1. **MINUTES OF PREVIOUS MEETING** were presented, agreed and signed as a true record.
2. **MATTERS ARISING FROM THE MINUTES**
 - 2.1 Police report – attached.
 - **Noted - No Police presence available to attend.**
 - 2.2 Parish Seat repairs schedule – outstanding returns due!
 - **Only one further return to be received.**
 - 2.3 Glaisdale WI – parish seat outside Robinson Institute proposal response.
 - **Members advised of email response received from Mrs Vicky Ford (Glaisdale W I President) regarding the proposal put to the WI about the replacement of the parish seat outside the Robinson Institute. The WI members were happy to approve and accept this proposal and have indicated that they are willing to recompense the council, in whole or in part, for the costs incurred in the seats' replacement. Councillors were pleased to receive this response and agreed that works to replace this seat (and the one at the entrance to Mill Wood, Glaisdale) should commence very soon.**
 - 2.4 TDY bunting offer from NYMNPA – update.
 - **NYMNPA advised GPC that the supply of bunting requested by the PC was available for collection from the Moors Centre at Danby. Parishioner Mrs Nicola Chalton has offered to collect this on behalf of the council and members expressed their gratitude to her for doing so.**
3. **PLANNING**
 - 3.1 **Applications :**
 - 3.1.1 **NYM/2015/0813/FL - Application in respect of installation of replacement uPVC windows and door at 7 Forge Cottages, Lealholm.**
 - **No objections raised.**

Signed as a true record :(Chairman)

DATE :

- 3.1.2 **NYM/2016/0231/NM** – Application for Non Material amendment to planning approval NYM/2015/0144/FL to allow insertion of door in place of window, and window in place of door together with omission of shutters at Barn, Greenhouses, Lealholm.
- **No objections raised.**

3.2 **Referrals**

None received.

3.3 **Results :**

None received.

4. **FINANCE**

4.1 GPC Audit Plan - Statement of Internal Control review for approval.

- **Members advised of results of review conducted by Cllr Hopwood to examine current control mechanisms employed by this council and to assess their appropriateness and effectiveness going forward into the current year. All controls and balances agreed as appropriate and fit for purpose. Proposal for acceptance of Statement of Internal Control made by Cllr CF, seconded Cllr MF. All members in agreement. Document signed by Chairman as approved.**

4.2 2015/16 Annual Return Governance Statement for approval.

- **All elements of Governance Statement agreed by members as correct and in accordance with current GPC practice. Proposal to make statement of compliance made by Cllr CF, seconded Cllr CH. All members in agreement. Annual Return governance statement signed by chairman in readiness for audit process.**

4.3** YLCA membership fees 2016/2017 for approval and payment.

- **Invoice for continued membership of YLCA received and presented to members for payment approval. Proposal to make payment made by Cllr CF, seconded Cllr NH. All members in agreement. Cheque 100028 issued in payment.**

4.4** GPC Web-space and maintenance fees 2016/2017 for approval and payment.

- **Invoice for web space rental and maintenance received and presented to members for payment approval. Proposal to make payment made by Cllr RN, seconded Cllr CF. All members in agreement. Cheque 100029 issued in payment.**

4.5** Clerks expenses Qtr 4 2016/2017 for approval and payment.

- **Clerks' expenses claim for Qtr 4 2015/16 received and presented to members for payment approval. Proposal to make payment made by Cllr NH, seconded Cllr CF. All members in agreement. Cheque 100030 issued in payment.**

4.6 Return of tenders for cutting of verges in Glaisdale Parish – 2016.

- **Tenders returned from two contractors willing to undertake this work for the current year - Messrs PR & JM Houlston, and from Mr Chris Kemp. As the work is quoted for by 'Hourly rate' a direct comparison was able to be made and using best value principles the lowest quote was accepted. PR & JM Houlston were several pounds/hr cheaper than C Kemp so proposal to offer work to Houlston was made by Cllr RN, seconded Cllr CF. All members in agreement. Council to offer work to PR & JM Houlston.**

4.7 Return of tenders for grass-cutting throughout the parish for 2016.

- **Tenders returned only from one contractor, two others requested to tender chose not to do so. JJ Harrison Ltd. once again offered a detailed quotation and have incorporated GPC's financial restrictions regarding the maximum spend allowed against this work. Members agreed to accept this quotation and proposal to do so made by Cllr CF, seconded Cllr CH. All members in agreement. Council to offer work to JJ Harrison Ltd.**

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- 4.8 Glaisdale Parish Asset Register for approval 2016.
- **Increased values for office equipment and for parish seating have raised the total asset values above last years and changes to register made to reflect this. Document signed for inclusion with audit documents.**
- 4.9** Glaisdale Parish Council Insurance premium renewal for approval & payment.
- **Renewal documents for council insurance cover received and presented to members for payment approval. Proposal to make payment made by Cllr CF, seconded Cllr RN. All members in agreement. Cheque 100031 issued in payment.**
- 4.10 NYCC Agency agreement – reimbursement rates for 2016.
- **Members advised of changes to rate offered by NYCC for the cutting of verges during 2016. The new rate is reduced to 6p/m² from 10p/m² offered last year. This effectively reduces the value of this contract to £460.50 for 2016 (approx. 40% lower than 2015) Members advised of implications to amount of cutting GPC will be able to undertake and the likelihood of having to dip into reserves to maintain the verges as before.**

5. CORRESPONDENCE

5.1 Action / Reply

- 5.1.1 Letter from parishioner regarding abandoned vehicles throughout Glaisdale
- **Members advised of letter received from local parishioner in Glaisdale regarding the parking of several (9 in no.) vehicles in various locations around Glaisdale village and which appear to have been abandoned or permanently parked. Several of these vehicles seem to be in an un-roadworthy condition and some are filled with rubbish and other items. They are deteriorating and unsightly, and, there is no indication that they are taxed, tested and insured as is required under the law to be on the public highway. These vehicles are thought to be in the ownership of a single family living in Glaisdale who seem unconcerned at the condition and distribution of the vehicles. Local residents do not wish to see the village used as a dumping ground and would like action taken to remedy this issue.**
 - **The Parish Council itself does not have the powers to deal with these vehicles if they are on the highway legitimately and so members agreed to request the police to check each of the vehicles against DVLC records to ascertain their ownership and their current road-legal status. Clerk to pass on registration number details to police and request appropriate checks be made to determine any course of action to remedy the situation.**
- 5.1.2 NYCC Highways – Urban grass-cutting arrangements for 2016.
- **As item 4.10 these minutes, the effect of the budget reductions on the cutting of visibility splays throughout the parish was discussed and the likelihood of a reduced number of cuts being probable, and that the cutting should start later. Members thought that this could be beneficial to any rare or uncommon species present in the verges and agreed that any individuals who have previously highlighted the presence of such species could be asked to identify their locations and that these areas be marked to enable the contractor, when cutting the verge, to know which areas to avoid in the early part of the**

season until such plants have seeded. Clerk to incorporate this requirement into the instruction given to whichever contractor undertakes the work.

5.2 Minutes & Reports

None received.

5.3 For Information

5.3.1 Guidance notes for Article 4 Directions (Alterations to properties within conservation areas) in the NYMNPA area.

- **Noted - Cllr CF has taken document for study.**

5.3.2 SBC provisional plan for public conveniences throughout the borough.

- **Members advised of this proposal from SBC detailing their provisional plans for the operation of public conveniences throughout the borough. The plan determines that there should be four options for future operation of the existing facilities and that the ultimate option is the closure of facilities which cannot be improved /operated in any sustainable fashion.**
- **The only public convenience within this parish is that at Lealholm and this facility has been identified by SBC as being one which could be offered to the parish council for them to operate and maintain. The alternative to this appears to be closure as this facility is not considered of a high enough standard to warrant improvement and retention.**
- **This parish council has visited this issue on several occasions in the past and on each occasion has determined that the operation of the facility by the PC is neither viable financially nor desirable from an operational point of view.**

Members are keen to point out that the Lealholm facility has not yet been officially offered to the parish council, and that the published plan is only 'Provisional' in nature and subject to change. Members views have not changed on this issue and it is unlikely that this facility would be taken on by the PC should it be offered.

Members agreed to wait for any official approach from SBC and to discuss the matter further when detailed proposals are known.

Newsletters received :

None received

Publications received :

None received

Other items of communication were received.

6. **REPORTS OF MEETINGS ATTENDED**

Cllr C Pearson reported on the Parish Forum meeting attended.

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

7.1 Highways Issues.

- **Wild Slack Lane - numerous pothole require filling.**

7.2 Glaisdale Community Playground.

- **Members raised concerns regarding a number of instances whereby children have been playing ball games in the playground (despite warning notices banning this activity) and the boundary fence is suffering damage as a result. There seems not to be any input provided by the playground group organisation to deal with this issue and Cllr CF indicated that many of the original committee have left the group leaving no-one to provide the oversight necessary. Members agreed that should the playground group require any further support from the parish council then it would be provided where possible and that the facility should not be allowed to deteriorate into disuse.**

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7.3 Refuse Bins in Houlsyke.

- **Members advised of letter received from a resident of Houlsyke complaining of the number of bins being left out on the road and on the green area throughout the week long after the bins have been emptied. Cllr NH has previously raised this matter and members were not clear as to what could be done to remedy the issue. Cllr CP, in his capacity as SBC district councillor, agreed to look into the matter with SBC and to determine what, if any, byelaws apply to the storage of refuse bins when not put out for collection. Matter to be re visited when further information is available.**

8. **DATE OF NEXT MEETING : Will be on Thursday 19th May 2016, commencing at 7.30pm, and will be held at The Robinson Institute, Glaisdale.**

Signed as a true record :(Chairman)

DATE :