

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 19th May 2016.

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

Electors Present : 0

APOLOGIES : None required.

DECLARATIONS OF INTEREST MADE : Cllrs CF & CP (See item 3.1.1 these minutes)

i ELECTION OF OFFICERS :

Chairman : Proposal to elect Cllr SW Thompson as Chairman for 2016/17 year made by Cllr RN, Seconded Cllr CF. All members in agreement.

Vice Chairman : Proposal to elect Cllr N Hopwood as Vice Chairman for 2016/17 year made by Cllr RN, Seconded Cllr CH. All members in agreement.

ii ACCEPTANCE of OFFICE DECLARATION

Chairman : Acceptance of Office of Chairman declaration signed by Cllr SWT.

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

1. MINUTES OF PREVIOUS MEETING presented, agreed and signed as a true record.

2. MATTERS ARISING FROM THE MINUTES

2.1 Update on situation re Affordable Housing initiative in Lealholm from Colin Huby – SBC

- **Colin Huby(C.H.), the SBC Rural Housing Co-ordinator, attended this meeting to update members on the current position regarding the Affordable Housing development proposed for Lealholm. While there are potential issues relating to access onto the site for development and which are as yet unresolved, there is an expectation that these issues will not hinder further progress. C.H. is to continue working with NYMNPA and NYCC highways to ensure that the housing association involved continues to remain ‘on-board’ during the pre-development period, and that negotiations with all landowners concerned continue. C.H. to return to GPC when there is further progress to report.**

Signed as a true record :(Chairman)

DATE :

- 2.2 Police report – attached.
- **Noted - no incidents reported from within Glaisdale Parish areas.**
- 2.3 Parish Seat repairs schedule – 1 outstanding return due!
- **Last schedule now returned. Clerk to formulate repairs schedule for inclusion with tenders for maintenance works.**
- 2.4 Glaisdale WI – parish seat outside Robinson Institute proposal – timetable for action!
- **Members requested to ‘firm-up’ the stated intentions to commence works to replace the seats at both Mill Wood entrance and at the front of the Robinson Institute, Glaisdale. Cllr MF has confirmed that the new seats to be used are now accessible where they are currently in storage and Cllrs RN and CF are arranging dates when the installations can be progressed.**
- 2.5 Issues re ‘abandoned’ vehicles in Glaisdale area – response from NYP.
- **Members advised of response received from NYP regarding the reported issues of apparently ‘abandoned’ vehicles located in various places in Glaisdale and Egton. The police are aware of this matter and are presently investigating the status of these vehicles before appropriate action is taken.**

3. PLANNING

3.1 Applications :

3.1.1 **NYM/2016/0293/FL** - Application in respect of alterations and construction of two storey rear extension (resubmission following refusal of NYM/2015/0776/FL) at Mill Wood Cottage, Underhill, Glaisdale.

- **Members noted that this re-application shows no material differences to the original application and does not address the matters that members raised with the planning authority when the original application was rejected by both the NYMNP and also this council. This being so, members are still of the opinion that the proposals will create an excessively large increase over the size of the original building and will result in detrimental changes to the character of this historic building.**
- **Members agreed that the same response as previously made should be returned to NYMNP - that permission should be refused. (Cllrs CF and CP abstained from voting on this matter declaring a non-pecuniary interest.)**

3.2 Referrals

None received.

3.3 Results :

None received.

4. FINANCE

4.1 GPC Annual Return Accounting Statements for acceptance and approval prior to Audit.

1. **2015/16 Accounting Statements for Glaisdale Parish Council presented for approval. Proposal to approve made by Cllr CH, seconded Cllr NH. All members in agreement. Annual Return statement signed by Chairman. Clerk to return document to external auditors as required.**
2. **Internal Auditors Report presented to members. No issues identified, accounts seen as in good order and accurately reflect the present state of council finances. Accounting procedures and Risk management processes examined and found to be fit for purpose. Internal Audit report presented for acceptance by members, acceptance proposal made by Cllr CF, seconded Cllr RN. All members in agreement. Document signed by Chairman for inclusion with Audit Plan.**
3. **Annual Audit Effectiveness review completed by members and approved for acceptance. Proposal to approve the review made by Cllr NH, seconded Cllr RN. All members in agreement. Review document signed by Chairman and included with the Audit Plan.**

4.2** RAY membership renewal request for 2016/17

- **Renewal subs due for membership of Rural Action Yorkshire (formerly YRCC) Members agreed that continued membership would benefit local organisations from within the**

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

parish. Proposal to continue membership made by Cllr CF, seconded Cllr RN. All members in agreement. Cheque 100032 issued in payment.

4.3** 'Arnold Baker' Local Council Administration latest revised 10th edition – authority to purchase.

- Clerk requested authority to initiate purchase of this latest edition of the definitive reference of the laws and regulations governing the powers of Local Authorities in England and Wales. This new edition is due to be published at the end of May 2016 and purchasing now through the NALC would allow us to benefit from a 25% discount on the normal cost. This new edition references and explains recent new legislation affecting the operation and powers of town and parish councils and will ensure that GPC remains legally compliant and that all actions can be confirmed under the relevant statutes.
- Proposal to allow purchase made by Cllr CF, seconded Cllr RN. All members in agreement. Cheque 100033 issued in payment.

4.4 Replenishment of stationary supplies – request to initiate expenditure.

- Clerk requested permission to initiate purchase of stationary items to replenish depleting supplies by using the Staples Business account operated by GPC. Invoice for purchased items will be presented for payment in the normal fashion in due course when received. Proposal to agree this action made by Cllr RN, seconded Cllr CF. All members in agreement.

4.5 Receipt of funding from Glaisdale W.I. re public seat at Robinson Institute

- Members advised of receipt of cheque to the value of £500, received from Glaisdale Womens Institute as a donation to help with the cost of replacing the seat outside the Robinson Institute and to allow its use as a memorial seat to past members of the W.I. Members agreed that this donation was very welcome and that it would be put towards further provision of seating for parishioners. Clerk to write letter of thanks to Glaisdale W.I.

5. CORRESPONDENCE

5.1 Action / Reply

None received.

5.2 Minutes & Reports

None received.

5.3 For Information

5.3.1 Notification of result of election for NY Police and Crime Commissioner.

- Members noted that Mrs Julia Mulligan has been returned to this position for the next period of office.

5.3.2 Receipt of communication re PCC intentions regarding Glaisdale Community Playground.

- Members advised that GPC has been copied in to an internal communication by the PCC regarding the operation of the childrens playground at Glaisdale. The PCC has concerns regarding the provision of due oversight in its operation and maintenance and has

requested Paul Wood to look into its historical records and to try and determine the current status of its operation. Cllr CH, also a member of the PCC, will keep GPC informed of any outcome and of any assistance that GPC may be able to provide.

Newsletters received :

Clerks & Councils Direct – May 2016 edition.

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 Storage of refuse bins at Houlsyke.

- Cllr CP has reported back to members regarding the existence, if any, of byelaws relating to the storage of refuse bins when not awaiting emptying on the appropriate collection day. SBC do not operate any such byelaw and so there are no rules to guide individuals who may like to leave the bins in-situ all of the time and to the annoyance of many other residents. The only course of action SBC can suggest is that the parish council write a polite letter to all residents where the problem is evident requesting that they remove all emptied bins from the roadside and that they be stored on the premises to which they belong.
- Members were not sure that this action would result in any improvement but agreed that it should be tried before seeking alternatives. Clerk to pen a suitable letter to all residents of Houlsyke for delivery asap.

8. DATE OF NEXT MEETING : Will be on Thursday 23rd June 2016, commencing at 7.30pm, and will be held at The Robinson Institute, Glaisdale.