**WHORLTON PARISH COUNCIL**

**DRAFT MINUTES OF THE PARISH COUNCIL MEETING HELD AT SWAINBY VILLAGE HALL, SWAINBY**

**AT 7.30 PM ON WEDNESDAY 18TH APRIL 2018**

PRESENT: Councillors Dolly Hannon (Chairman), Steve Brisley, Alistair Wright and Howard Tribick

ALSO PRESENT: Clerk: Angela Livingstone and five residents

18/1 APOLOGIES FOR ABSENCE AND DECLARATION OF INTERESTS

 Apologies of absence from Councillor Steve Muir and County Councillor, Bryn Griffiths.

 There were no declarations of interest.

18/2 WELCOME TO NEWLY ELECTED PARISH COUNCILLOR AND SIGNATURE OF DECLARATION

 An election had been held in March and Mr Howard Tribick had been elected, Councillors welcomed Councillor Tribick and required documentation was completed. The Clerk informed that when she received copies of the Code of Conduct and Standing Orders she would forward these and ensure they were re-adopted and added to the website. **ACTION: Clerk**

18/3 TO AGREE THE MINUTES OF THE MEETING HELD ON 21ST MARCH 2018

 Minutes were agreed and duly signed by the Chair.

18/4 PUBLIC FORUM

 A discussion on planning matters was brought forward in the meeting.

 PLANNING APPLICATIONS

18/4/1 3 Claver Close, Swainby - NYM/2018/0110/FL

 The Chair informed that there had been no comment made previously despite concerns regarding the size of the proposal. This had been deferred to development control. Councillors now unanimously agreed to support the application. **ACTION: Clerk**

 2 residents left the meeting.

18/4/2 35 Church Lane, Swainby, - NYM/2018/0167/FL

 The Chair commented that this was a larger site and again a matter for development control to apply their measures. Councillors unanimously supported the application. **ACTION: Clerk**

 2 residents left the meeting.

18/4/3 Antisocial behaviour

 Issues were reported at the castle, it was discussed that this matter arose each year as the lighter nights commenced. Cllr Tribick informed that he had attended a neighbourhood watch meeting where this was highlighted. Cllr Wright stated this was ongoing and added that he did report any issues to the police. Issues with speeding were discussed, the Chair informed that this had been discussed over the years and the Highways Dept would not agree to impose a 20mph speed limit despite accidents.

18/5 MATTERS ARISING FROM THE MINUTES

 The following matters arose from the minutes of the council meeting held on 21st March 2018:

18/5/1 Permissive Paths – Arising from item 16/298

 Councillors discussed feedback from residents and a landowner, Mr Kitching. The landowner had indicated that he was happy with only one path as this was easier to manage. Over 60 statements had been submitted on behalf of users. Cllr Tribick questioned the percentage of residents represented, this was unknown. He informed of communications during the recent election where residents had indicated a preference for an open forum and dialogue with landowners. The Chair informed that sufficient evidence had been provided by ramblers, runners, riders and cyclists who use the paths for the Parish Council to determine that the matter warranted further investigation. The Council had gained the agreement of the different user groups to work collectively through the Parish Council, rather than pursuing separate claims. As the Parish Council had neither the resources nor the expertise to consider the matter further, evidence was submitted to North Yorkshire County Council, as the responsible authority, to determine whether these claims to modify the Definitive Map were valid. The Chair added that there had been correspondence the previous day relating to the matter to which she would make contact with the resident and explain the process. The County Council would assess if claims were valid, they would undertake negotiations with the landowners and make a decision. If the landowners wished to challenge the decision they could appeal in exactly the same way as you would appeal a planning decision. This would be by local public inquiry with an independent planning inspector and not, as some residents were mis-informed, through court proceedings. Due to Council workloads, this process could take years rather than months. **ACTION: Chair**

18/6 GDPR UPDATE

 The Chair informed that the toolkit from NALC had been previously provided. She informed that the Parish Council held some residents email addresses, these would require requesting again to conform with new regulations. The Clerk had attended training and informed of the need for a number of new policies together with the need to adopt and update other policies and add to the website. A Parish Councillor needed to be involved in ensuring the council followed GDPR regulations. The Chair agreed to discuss this with Cllr Muir. The Clerk confirmed she would forward information. YLCA had indicated that a Data Protection Officer would be appointed, the Chair felt that this service would be purchased. **ACTION: Chair/Clerk**

18/7 CLERKS AND CORRESPONDENCE REPORT

 The Parish Clerk advised in relation to the following correspondence previously circulated,

* MaD race trail – The Clerk was asked to give Andrew Bell’s name as the correct contact.
* NYMNPA Design Awards 2018 – After discussions all Councillors agreed that The Rusty Bike was nominated for the award, this would be also nominated for a Business Award brought to a previous meeting. All Councillors provided wording for the nomination, which the Chair would complete and forward to the Clerk.
* Walkabout to look at Affordable housing with Rural Housing Officer – The Chair informed that she would attend, Clerk to confirm attendance.
* The Chair informed of an email from a concerned resident regarding drones. Following contact with police she had received information on the drone code, this should be provided to all owners, this advised of the need to fly drones 50m away from people and properties and that the flier kept the drone in sight. The Chair informed she would add this subject to the next newsletter.
* Correspondence from the electric company used for the electric supply to the toilets showed the incorrect address being used, resulting in an emergency tariff being incurred as the contract had not been renewed. The Clerk was asked to update address and tariff details. Cllrs discussed the large costs incurred for the toilets and asked the Clerk to approach the National Parks to seek any available grant. Cllrs APPROVED a spend of £35 for a metal donation box, which was agreed to be mounted outside of the toilets and emptied regularly. Cllr Brisley to purchase and install.
* Cllrs discussed and APPROVED the purchase of a key safe at a cost of £14.99 for a keysafe for the floodsax. Cllr Brisley had purchased and installed this and required reimbursement.

**ACTION: Chair/Cllr Brisley/Clerk**

18/8 PLAYING FIELDS

 A quotation had been received for grass cutting. Councillors APPROVED the cost of £920 for 14 cuts, 4 cuts to the BMX track and 1 hedge trim. Clerk to confirm acceptance of the quote, cuts would be dependent on weather. **ACTION: Clerk**

18/9 POLICE REPORT

 A report from 20/03/18 to 17/04/18 showed no incidents.

18/10 FINANCIAL MATTERS

 A contract had been provided to the new clerk which would be signed by the Chair and Clerk and payment organised. An invoice had been received from North Yorkshire CC for Election costs of £1217.71 and invoice from YLCA for membership of £206. Cllr Brisley was reimbursed £14.99 for the keysafe. Payments were APPROVED.

 Cllr Tribick had offered that HT Energy would purchase IT equipment required by the council. A donation form was completed and Cllrs gave thanks for the donation.

 The Clerk was advised that Nat West bank in Stokesley used by the council was closing in June. The Clerk was requested to organise the change of address to her address and the change of branch to Middlesbrough and to organise signatory updates. **ACTION: Clerk**

18/11 ONGOING PROJECTS

18/11/1The number plate recognition scheme – Cllr Wright advised that a survey had been completed and a quotation received for £983.33 + VAT. Cllrs APPROVED that Cllr Wright place an order.

18/11/2Bird mouth fencing – Cllr Brisley informed the fencing would be completed over the summer. Cllrs asked that Cllr Brisley ensure that the bollard storage agreement was still acceptable.

18/11/3Floodsax store – This project was now complete, Cllrs gave their thanks to Swainby Country Park caravan site for storage and confirmed that the key safe was to be located at the rear of the toilets. The access code would be communicated to groups and agreed persons.

 **ACTION: Chair/Cllr Wright/Cllr Brisley**

18/12 COUNTY COUNCILLOR, DISTRICT COUNCILLOR AND PARISH COUNCILLOR REPORTS

18/12/1Cllr Tribick informed that he had attended the Western Area Forum where there had been a discussion on super-fast broadband and potholes. Information had been provided that there would be no fracking in the National Parks. However, if terminology was amended this may be allowed. The next meeting was to be held on 6th October.

18/12/2A resident had recently fell on the path outside of her home, Cllr Tribick had made contact with Hambleton DC Officer Ms Bailey who had provided a scheme of works, this also referenced road closures. It was agreed this information would be displayed in the noticeboard.

18/2/3 Cllr Wright talked of a working party to complete work on an unadopted rural road which had been closed but was acknowledged as an important walking route. Work would be agreed and completed to bring to accepted standard to reopen.

18/13 MATTERS FOR REPORTING OR INCLUSION ON NEXT AGENDA

 Parish Councillors discussed the May meeting including the Annual Parish Assembly prior to the normal meeting which included the AGM. The Chair stated that she would deliver a parish council report and see if there were any further reports to be given.

18/14 DATE AND TIME OF NEXT MEETING

 Annual Parish Assembly and AGM 16th May 2018

Meeting closed at 9.20 pm.