

# Middleton Tyas Parish Council

## MINUTES of a Meeting held in the Memorial Hall on Thursday, 31<sup>st</sup> January 2019 at 7.00pm

**PRESENT:** Cllrs G Davies (Chairman), R Davies, M Bartle, J Ross, Mrs J Collis, Mrs S Perks;  
Mrs C Jones (Parish Clerk); Mr Steve Hill; 3 residents.

### 1. APOLOGIES

Cllr Mrs S Perks, Cllr Miss L Harknett, C.Cllr/D.Cllr Angus Thompson, PC Mark Wood.

### 2. DECLARATION OF INTERESTS

All Councillors will make the following declaration:

"We, as Parish Councillors, declare that we have an interest in each Agenda item as residents of Middleton Tyas."

### 3. MINUTES OF THE LAST MEETING

The Draft Minutes of the last meeting held on 6<sup>th</sup> December 2018 were approved and signed as a true record of the meeting.

### 4. POLICE REPORT

The latest NYCC Police Crime Report had been circulated to Councillors showing no incidents during the past month.

### 5. MATTERS ARISING FROM THE LAST MINUTES

1. No Cold Calling zones – The Clerk updated the meeting on the proposal to have one or more ‘No Cold Calling’ zones in the village following her discussions with NYCC Trading Standards Dept. It was Resolved that Cllr Mrs Collis will put a summary of Trading Standards’ advice in the Village News, asking any residents who object to the proposals to get in touch with the Clerk. **JC/CJ**
2. Repairs to the Slough – C.Cllr Thompson had informed the Clerk that an delay in approving the grant funding had now been resolved and confirmation of the grant should be forthcoming. **AT**
3. ‘No Parking’ signs for the Green – deferred to March meeting due to Cllr Mrs Perks absence. **SP**

### 6. COUNTY COUNCILLOR’S REPORT

No report (but see item 5.2 above).

### 7. CONSULTATION ON PARKING AT WEST END OF VILLAGE

Mr Ian Beighton (NYCC Highways) had arranged a site meeting in December 2018 with Cllr Mrs S Perks and C.Cllr Angus Thompson to review the parking situation at the West End of the village, in the area opposite and below the new Moulton LAR.

Mr Beighton has since prepared his proposals for installing double yellow lines to deter parking in this area, and will consult with affected residents before taking the matter further. **SP**

It was Resolved that Cllr G Davies will draft a letter to Mr Beighton confirming the Parish Council's agreement to his proposals. **GD**

**8. CONSULTATION ON SCHOOL BANK / THE STRAND / COW LANE JUNCTION**

Mr Ian Beighton (NYCC Highways) had attended a site meeting on 21<sup>st</sup> January 2019 with Cllrs G Davies, J Ross and Mrs S Perks, together with C.Cllr Angus Thompson, to review the parking situation around the above 3-way road junction which is considered to be dangerous due to poor sight lines around the junction. The proposal aims to remove the existing single yellow lines, which are now redundant since the Bay Horse pub closed, and to install double yellow lines more appropriately around this road junction and into Oakfields; to install clearer markings on the road surface for drivers turning; and to move parking on School Bank a little higher up the hill to allow clearer sight lines for traffic from all directions. Mr Beighton will consult with affected residents on the proposals before taking the matter further. **GD/JR/SP**

It was Resolved that Cllr G Davies will draft a letter to Mr Beighton confirming the Parish Council's agreement to his proposals. **GD**

**9. DISTRICT COUNCILLOR'S REPORT**

No report.

**10. PLANNING MATTERS**

1. 18/00770/FULL – 7 Village Farm – Full Planning Permission for Proposed Parapet Flat Roof Single Storey Rear Extension with Glazed Lantern and Glazed Link between New Extension and Existing Garage, Proposed Replacement of Existing Timber Front Door with a Like-for-Like Composite Door – Our letter of comment dated 7<sup>th</sup> December 2018 was Ratified.
2. 18/00784/FULL – Strangford House, 11 Village Farm – Full Planning Permission to Replace Existing Timber Windows and Door in Sunroom to the Rear with uPVC.  
- Our letter of comment dated 7<sup>th</sup> December 2018 was Ratified.  
- It was noted that this application has been Granted.
3. 18/00605/HR - Hedgerow Removal Notice to Remove 70m of Hedge due to Amalgamation of Two Agricultural Parcels at Orchard Close, DL10 6PE – It was noted that this application has been Granted.
4. NY/2018/0270/FUL – Consultation on planning application for the purposes of the Three Glass Reinforced Plastic (GRP) rectangular kiosks (combined total of 68.6 external square metres) on land at Middleton Tyas Waste Water Treatment Works, Cow Lane, DL10 6RQ – Our letter of comment dated 22 January 2019 was Ratified.
5. 18/00539/AA – Advertisement Consent for the Erection of 4 Hoarding Advertisements for a Temporary 2 Year Period as Amended (Revised Plans Received by the Local Planning Authority on 18<sup>th</sup> September 2018) at Scotch Corner Design Village, Barracks Bank, Scotch Corner, DL10 6NT – It was noted that this application has been Granted.
6. 18/00316/VAR – Application Under Section 73 for Variation of Conditions 1 and 5 and Removal of Condition 21 Attached to Planning Permission 14/00779/OUT (As Amended) at Land North of Kneeton Park, Kneeton Lane – Our letter of comment dated 23 January 2019 was Ratified.

7. 18/00513/FULL and 18/00514/LBC – Full Planning Permission to Replace Existing Outbuildings with 2 No 4-Bed Dwellings and Sub-divide West Hall into 3 Dwellings at West Hall, The Green, DL10 6QZ – AMENDED PROPOSAL – Our letter of comment dated 25 January 2019 was Ratified.

## 11. FINANCIAL MATTERS

### 1. Payments and Receipts

#### *Payments:*

It was Resolved to amend the Agenda to add items 10 and 11, and re-number item 12.

It was Resolved to make the following payments and cheques were duly signed:

1. Clerk's Salary – December 2018	£	357.10
2. Clerk's Expenses – Oct,Nov,Dec 2018	£	35.30
3. Handyman's Salary – December 2018	£	9.55
4. TP Jones – Payroll Oct,Nov,Dec 2018	£	53.46
5. Mac Plant Hire Ltd – Grass cutting Nov 2018	£	264.00
6. Oliver's Tree Services – Felling tree at School	£	189.00
7. YLCA – Cllr G Davies' - Play Area Inspection Training	£	80.00
8. Clerk's Salary – January 2019	£	357.10
9. Handyman's Salary – January 2019	£	34.47
10. HMRC – PAYE January 2019	£	8.60
11. Handyman's Expenses – January 2019	£	4.89

#### *Receipts:*

12. Scorton Football Club – Licence Fee 2018/19	£	200.00
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### 2. Treasurer's Finance Report

The Treasurer's Finance Report noted that the bank account held approximately £18k and we are on schedule to break even at the year end, leaving a balance of approximately £15k. Cllr R Davies had nothing unusual to report at this stage.

### 3. Clerk's Annual Salary Review

1. It was Resolved to approve the Clerk's increase in Salary Scale to SCP-21 from 1 January 2019.
2. It was Resolved to approve the Clerk's 2018-19 National Salary Award from 1 April 2019 in line with Local Government recommendations.
3. It was Resolved to pay the Clerk's overtime hours claimed for time spent attending various training/events during 2018.

## 12. PLAYING FIELD & PLAY PARK

### 1. Playing Field

It was noted that Scorton FC have now paid their 2018-19 Licence Fee of £200 and Cllr Ross was thanked for collecting this money.

### 2. Play Park

1. Slide - Cllr G Davies reported that the slide has now been repaired by the installation of a new concrete beam, secured with tanalised beams buried into the mound, in accordance with manufacturer's guidance.

2. Trim Trail - A loose leg on the Trim Trail has been replaced and we now have a stock of bolt covers for the future.
3. Inspection Training - Cllr G Davies proposed attending a ½ day play park safety inspection training course in April sponsored by YLCA and it was Resolved that he should attend. **GD**
4. Fundraising – After taking advice from other Parish Councils, and the Clerk seeking confirmation that there is no conflict of interest, Cllr G Davies proposed that all fundraising monies for the Play Park Improvement Fund should be held by the Parish Council, but in a separate bank account from the general Current Account. This would provide evidence of fundraising when making bids to grant providers and also ensure clarity for the Auditors.  
It was Resolved that the Clerk should arrange to open a new No 2 Account at Yorkshire Bank. **CJ**

### **13. DEFIBRILLATOR**

1. Cllr Mrs Collis confirmed that the Defibrillator has been vandalized and is currently out of service. The cover is broken and following a logistics check done today, she confirmed that it needs a new battery and pads. The repairs should take approximately 2 weeks to complete and Cllr Mrs Collis will ask for spares of various parts.

Cllr Mrs Collis agreed to write up the rules for checking the Defibrillator in case she is away. She will lodge copies with Cllr M Bartle, the Clerk, the Hall (for inclusion in their Emergency Plan), and display the information on notice boards, etc. **JC**  
The Clerk will arrange for this information to be included in the Emergency Plan. **CJ**

2. It was noted that the Village Shop Management Committee are upgrading their current CCTV system. It was proposed that we ask to be included in the new scheme, i.e. to purchase one of the cameras, to enable us to monitor the Defibrillator and the bollards at the road junction opposite.  
Cllr G Davies will speak with Helen Foulds at the Shop to discuss this possibility. **GD**

### **14. SCHOOL GOVERNING BODY**

1. Cllr Mrs Collis confirmed that she has resigned from being the Parish Council representative on the School Governing Body due to the pressure of work involved.
2. a. As no other Councillor wished to take on this responsibility at the present time, it was Resolved that the Parish Council will not re-elect a School Governor.  
The Clerk will inform the School of this decision. **CJ**
- b. A new role of ‘School Liaison Officer’ was discussed, to elect a Councillor to liaise with the School when there are items of common interest. It was Resolved that this role should be established.

It was proposed that Cllr Miss Harknett should be elected to this role and, in her absence but with her agreement, and following her discussions with the School, it was Resolved to elect her as School Liaison Officer. **LH**

The Clerk will contact the School Headteacher to inform her and to ensure she is in agreement with this new appointment. **CJ**

**15. FACEBOOK – MIDDLETON TYAS COMMUNITY & VILLAGE WEBSITE**

Cllr Mrs Collis noted that the Facebook page has quite high usage and is running well. We currently have 500 friends.

**16. CORRESPONDENCE**

A resident had contacted the Council reporting several maintenance issues in the village which were of concern. The Clerk had contacted the relevant authorities asking for these issues to be resolved. Some had been dealt with already, but some were still outstanding, and the Clerk will continue to chase. The Clerk had also responded to the resident, explaining what was being done and by whom. **CJ**

**17. RESIDENTS' QUESTIONS**

1. Mr Steve Hill presented his 'Brief for Parish Council – 31 January 2019' to the meeting. His concerns related to the way in which RDC Planning Department had handled the planning application for West Hall and how a lack of communication between a group of residents and the Planning Officer had resulted in the formation of a 'pressure group' to obtain information about this planning application under the Freedom of Information Act. Mr Hill's 'Brief' will be circulated to Councillors. **CJ**

Cllr G Davies thanked Mr Hill for his presentation. He noted that Cllr Mrs Perks, who leads our planning work, is very good at advising the Council, and we will continue to undertake our best endeavours for all residents. He told Mr Hill that Councillors will disseminate his report and let him know in due course what they decide. **ALL**

2. A resident asked where copies of planning response letters could be seen and was directed to the RDC Planning Portal or the Village Website/Parish Council.

**18. 'NO COLD CALLING' ZONES**

The Clerk had discussed 'No Cold Calling' ones again with NYCC Trading Standards Department who had sent her information about setting them up, and an application form. The Parish Council had previously agreed to run a trial zone of around 20 houses, with other small zones to follow if successful. However, the Clerk explained that, as each zone set up would require 2 signs to be erected (on entry and exit), this could result in 30+ new signs which would be unsightly, especially in the Conservation Area. She therefore recommended that we apply to set up one large zone to cover the whole village, although there was no certainty that Trading Standards would agree to this.

It was agreed that Cllr Mrs Collis would put an item in the Village News suggesting that we try to set up one zone for the whole village and that anyone who objected should contact the Clerk to say so; also asking for any reports of criminal activity by, or perceived fear of, 'cold callers' which residents may provide to support our application. **JC/LH/CJ**

**19. ITEMS FOR THE VILLAGE NEWS / D&S TIMES** **JC**

'No Cold Calling' zone  
Defibrillator  
CCTV on Memorial Hall corner  
Play Park – update on slide and trim trail repairs, and new signage  
2 NYCC Consultations – Parking at West End; Road Markings at School Bank/Cow Lane/  
The Strand junction  
Speed Awareness Initiative

**20. ITEMS FOR DISCUSSION AT THE NEXT MEETING**

To confirm award of the grass cutting contract for 2019.

**21. DATE AND TIME OF THE NEXT MEETING**

The next meeting will be held on Thursday, 14<sup>th</sup> March 2019 in the Memorial Hall, starting at 7.00pm prompt.

There being no further business, the meeting closed at 8.10 pm