

BROMPTON-ON-SWALE PARISH COUNCIL

Clerk: Shireen M Rudge, 58 Brompton Park, Brompton on Swale, Richmond DL10 7JP

Tel: 01748 818155 email: bosparishclerk@talktalk.net

Minutes of the Parish Council Meeting Thursday 11 June 2020

Present: Cllrs D Sharp, A Guest, H Frankland, C Birch, B Woodley
District Cllrs Ian Threlfall and Leslie Rowe
County Cllr Carl Les
The Clerk

1. To confirm acceptance of Remote Meeting Protocol and Procedures

Councillors had been sent the amendments to Standing Orders prior to the meeting and unanimously voted to accept them.

Proposed: Cllr Guest Seconded: Cllr Woodley

2. Apologies for absence: Cllr D Dempsey

3. Open Forum

No members of the public were present

4. Minutes of the Last Meeting

The minutes of the meeting held on 5 March 2020 were approved

Proposed: Cllr Woodley Seconded: Cllr Frankland

5. Matters Arising

5.1 Red Telephone Kiosk/British Cycling Bid (Minutes 5 March, Item 4.1)

There is currently a 90-day consultation underway to purchase the telephone kiosk (ending 6 July). Planning application is ready to go. A1 have been contacted for a licence. The Chairman asks for approval to spend grant funding for the planning application – cost £234.

Proposed: Cllr Guest Seconded: Cllr Frankland

Action – The Chairman

5.2 & Basketball Hoop, Augustus Gardens (Minutes 5 March, item 4.2)

5.9 Augustus Gardens transfer plan (minutes 5 March, item 4.9)

Cllr Woodley has completed a site visit. He does not believe all agreed works have yet to be completed. The Chairman and Cllr Woodley will complete a further site visit and check the completed work against the list of works previously agreed with Persimmon.

5.3 Riverside Footpath – (Minutes 5 March, item 4.3)

Cllr Frankland reminded the Councillors of a previous discussion that the tenant had agreed he could fix the gates/styles if the Parish would provide the materials. Cllr Guest mentioned the styles being replaced by kissing gates. Cllr Woodley said there were no further barriers along the footpath. Cllr Sharp said the two end styles along that particular section should be replaced due to their condition however the central one was still quite robust. Cllr Frankland and Cllr Birch will walk the site to confirm the exact location of the styles and confirm what work would need to be completed. The Parish Council would like to make the footpath as user friendly as possible. Cllr Les said if the Parish Council could get an estimate of costs it is possible that the Locality Budget could assist with the provision of a grant.

Action - Cllr Frankland

5.4 Cemetery Gates – (Minutes 5 March, item 4.4)

Cllr Guest has contacted one company and will contact another to provide an estimate of costs for new gates.

Action – Cllr Guest

- 5.5 Grass Verge behind Bus Shelter on River Lane and corner of Curteis Drive (Minutes 5 Mar, item 4.5)**
Cllr Threlfall said the cost would be £50 per sign. Permission would be required from Area 1 to erect the sign. Councillors agreed there was no longer an issue with parking on the verge at this location and decided to close the matter.
- 5.6 Redmond Review/Financial Regulations (minutes 5 March, item 4.6)** No further progress.
Action – Cllr Woodley
- 5.7 Contract of Employment, Job Description – Clerk and RFO (Minutes 5 March, item 4.7)** No further progress.
Action – Cllr Woodley
- 5.8 Village Society – Boundary Fencing and Soft Landscaping (Minutes 5 March, Item 4.8)** – No further progress. However, the Clerk said the Village Society would be using the government grant they had been awarded to tidy the areas previously mentioned.
Action – the Clerk
- 5.10 Cemetery Maintenance (minutes 5 March, item 4.10)** Contractor continues to maintain the cemetery. However due to Covid 19 has been unable to begin additional maintenance works as previously discussed/agreed. This will begin as soon as the contractor is able. The clerk mentioned one family who are not happy to learn that plant pots etc are no longer allowed at the cemetery. She mentioned that this family have added a large planter since her conversation with them. The Chairman said we may have to write to the family asking them to remove the planter when the contractor begins the scheduled works.
- 5.11 Parish Resilience Plan (minutes 5 March, item 4.11)** No further progress
Action – The Clerk
- 5.12 Concerns re Dog Fouling in Curteis Drive (Minutes 5 March, Item 2, para 1)** Dog Wardens are currently working with limited capacity. Cllr Threlfall said he would action the targeting of Curteis Drive for 1 month to alleviate the issue.
Action – Cllr Threlfall
- 5.13 Replacement Trees Stephenson Road (Minutes 5 March, Item 2, para 3)** No further action
Action - The Clerk
- 5.14 Brompton Court Properties regarding windows (Minutes March, Item 8.6)** Cllr Threlfall said he did not believe this was a planning issue. However, the Clerk will follow up with the planning department.
Action – The Clerk
- 6. Reports**
- 6.1 Report from NYCC – Cllr Les**
It appears Covid 19 have reached a plateau in NY. Work continuing with Volunteers and Community Support organisations. It is estimated £76 M will have been spent on combating the virus. So far 50% support has been received from Central Government. Current reserves are being used to fight Covid which means there may be no broadband or additional care homes etc. £¼ million each week is spent on PPE, this includes care homes (including private). NHS and private care are working extremely well together.
Cllr Les meets weekly (remote) with MP's. County Council Leaders also meet each week via a remote platform.
NYCC have launched a Buy Local website with 600 business listed. Trading Standards are offering free advice webinars to businesses. When schools open to some pupils on 15 June more busses will be needed. Innovative ways to enable social distance in high streets are being sought. Welcome to Yorkshire are working on a recovery plan which has been shared with Council Leaders. This will be funded by County Council, £150 thousand. Setting up Test, Track and Trace – a local outbreak

committee will meet. Working on recovery plans to get remote meetings underway, with a full council meeting on 22 July.

Blocked Footpath between Brompton and Easby has been reported and the rights of way officer will visit the site. Cllr Guest mentioned this footpath and explained that it had been closed off. He also mentioned the Coast to Coast footpath from Catterick Bridge in the direction of Scorton – this footpath had been enclosed by fencing and the river was no longer accessible. Cllr Woodley had been informed this was to house goats.

A resident has complained about Catterick Bridge Hotel. This has been passed to the District Council to progress.

Cllr Les will support Cllr Rowes petition for a cycleway from Scorton/Brompton to Richmond with the Parish Council.

6.2 Report from RDC – Cllr Rowe

Cllr Rowe mentioned the petition he had produced regarding a cycleway from Scorton/Brompton to Richmond. He said routes had already been identified. Cllr Guest said one of the major difficulties would be a route over the narrow skeeby bridge and down the main road into/through Brompton. The Parish Council are pleased to support the project. Cllr Rowe said he had lots of support from local cycling groups and local cyclists. He said it would help to join up all of the local cycle routes and be an asset to tourism.

He mentioned the Riverbank and essential work. He had been in touch with the Dept of Environment and said that any work on our side of the river would have to be funded by the Parish Council. He was trying to identify whether grants were available for this purpose.

Cllr Rowe mentioned the Catterick Bridge Hotel. It is understood the owners of the property are trying to be identified.

He mentioned there were various Community and Business grants currently available. Cllr Rowe said RDC were in the process of producing a recovery plan.

Report from RDC – Cllr Threlfall

Cllr Threlfall asked Cllr Rowe whether a feasibility study including costs had been actioned. Cllr Rowe said since this project was in its very early stages a feasibility study had not been done at this time. He was hopeful that funding for a study would be found. Councillor Threlfall said that the first step would be to secure funding.

At this time, it is thought Covid 19 will cost the district £1.9m.

Cllr Threlfall said there had not been any success regarding Catterick Bridge Hotel at this time. He is in discussion with the enforcement officer.

7. **Current Issues**

7.1 **To consider costs for new Parish Website.** The cost to produce a new website is £689.00 plus VAT. £333.00 plus VAT payable in advance. The new design/setup will ensure our website is available on all platforms as required in regulations by September 2020. An annual support package including the domain name renewal, SSL certificate, web hosting, updates/additions and full support. A new logo has been designed to compliment the new website. The cost is £30 plus VAT. The logo was approved by Councillors prior to the confirmed design.

All Councillors are in full agreement of the new website, logo and associated costs.

Proposed: Cllr Frankland Seconded: Cllr Birch

Action – The Clerk

7.2 **To consider Insurance proposal/costs.** The Clerk submitted costs to Councillors for a 1-year agreement and a 3-year agreement. The Clerk noted there had been an annual £50 admin charge imposed by the insurance broker. Councillors agreed to accept the 3-year agreement. This would ensure if there is a price increase that it would be index linked only.

Proposed: Cllr Guest Seconded: Cllr Frankland

Action – the Clerk

7.3 To consider cemetery fees. Prior to the meeting the Clerk had emailed Councillors with 3%, 5% and 10% increase examples. Cllr Guest proposed a 3% increase. All Councillors agreed. Fees will be reviewed in 12 months.

Proposed: Cllr Guest Seconded: Cllr Woodley

Action – The Clerk

7.4 To consider exemption from External Audit for 19/20 accounts. Councillors agreed since the annual internal audit would take place and income and expenditure was under £25000 it would not be necessary for an External Audit for 19/20 accounts.

Proposed: Cllr Woodley Seconded: Cllr Frankland

Action – The Clerk

7.5 To consider Delegation of Responsibilities to the Clerk. Details had been circulated to Councillors prior to the meeting. Cllr Woodley was concerned the financial regulations were still to be reviewed and suggested the document was reviewed in 1 year. The Chairman said this would be reviewed at the AGM in May 2021.

Proposed: Cllr Woodley Seconded: Cllr Birch

7.6 To consider sports field grass cutting proposed costs. Prior to the meeting Councillors had been sent details of grass cutting costs for the Community Sports Hall. Five Councillors had responded – all favourably. Charges had increased by £1.25 per cut to £54 per cut. Councillors agreed to accept the quotation.

Proposed: Cllr Frankland Seconded: Cllr Guest

7.7 To consider/discuss riverbank work. Cllr Guest said the riverbank is becoming overgrown. He said that it is so overgrown where one of the benches is that the view is almost completely obscured. He said there should be serious discussions about what work should take place for residents to be able to enjoy the area. Cllr Guest had received a letter from a resident of Richmond Road who was concerned with the height of the trees along the riverbank, behind their property. They have asked for the height to be reduced.

Cllr Guest said it may be necessary to seek advice about what can be 'cleared out' to help maintain the area. Cllr Rowe expressed an interest in the topic – However his concerns are about the erosion of the riverbank. He would like to find out if there is any funding available to assist in further erosion and asked if the Parish Council would support his investigations.

Cllr Guest asked if it might be possible for a claim to be made through the insurance for the damage caused by Storm Ceira (Sunday 9 February).

Cllr Rowe said he would like to investigate possible funding for a riverside project. Councillors fully supported Cllr Rowe in this matter.

In response to the resident of Richmond Road who has asked about reducing the height of the trees Cllr Guest will visit the resident to discuss the possibility of them making a payment towards the cost.

8. Parish Finances

8.1 To receive and note the payments previously authorised and receipts (circulated prior to the meeting). The Clerk mentioned the full amount of precept had been received. The majority of which had been transferred into the premium account. £1082.32 had been received from NYCC for urban grass cutting. No further questions were raised.

Proposed: Cllr Frankland Seconded: Cllr Woodley

8.2 To receive a Bank Reconciliation and Budget Comparison for the year to date (circulated prior to the meeting).

No questions were raised.

Proposed: Cllr Frankland Seconded: Cllr Woodley

8.3 The following payments were approved.

There were no new accounts for payment.

9. Correspondence

9.1 An email received from RDC regarding the removal of damaged play equipment had been received and forwarded to Councillors. The Chairman asked Cllr Threlfall and Cllr Rowe why the equipment could not be replaced or repaired. He was concerned that there would not be enough play equipment left for children to use. Cllr Rowe said he would like to see section 106 money to be used in Villages such as Brompton-on-Swale. Cllr Threlfall said that the equipment was not safe and therefore had to be removed. However, he said that since the playpark was in RDC ownership, perhaps revenue from RDC should be sought for the upkeep of the playpark.

Cllr Threlfall said that he was prepared to put forward a proposal that RDC invest in the playparks in their ownership. This would be supported by Leslie Rowe.

The Clerk will write to RDC to ask about replacement of the equipment that has been removed.

Action – The Clerk

10. To consider and decide upon the following Planning Applications

10.1 20/00317/FULL – 28 Richmond Road, BOS, DL10 7HE. Councillors discussed the application and have agreed to email the Clerk with any comments before the deadline of 17 June.

Action – All Councillors

11. To receive the following Planning Decision/Information

11.1 19/00871/FULL – 44 Richmond Road. Alterations and Extensions to Existing Dwelling to provide a total of 4 bedrooms – **GRANTED**

11.2 NY/2020/0053/FUL – Brompton-on-Swale Primary. Single storey classroom extension (22.8 sq. metres) – **NO COMMENTS/OBJECTIONS**

11.3 NY/2020/0065/FUL – Brompton-on-Swale Primary. Retention of Existing prefab unit - **NO COMMENTS/OBJECTIONS**

11.4 19/00553/FULL – The White House. Construction of One Four Bedroom and Two Three Bedroom Dwellings – Revised – **OBJECTIONS AND COMMENTS RAISED**

Cllr Rowe said he had received an email to say this application was to be delegated rather than going to the Planning Committee. Both Cllr Rowe and The Parish Council made comment to the Planning Department and said they were not happy with this decision and asked to reconsider.

(The day after the meeting RDC confirmed the decision will go to the Planning Committee on 30 June)

The Parish Council said they felt that the residents' concerns and comments had not been taken into consideration and could not see the need for properties in this area.

The Parish Council is frustrated the Local Plan has not been considered neither had their comments and concerns.

11.5 20/00264/AORM – Robin Hoods Farm, AFOA pf Planning Permission for 32 Dwellings – **NO OBJECTION, COMMENTS RE ENTRANCE/SAFETY**

12. Minor matters

12.1 Cllr Birch mentioned the overgrown hedge running alongside Station Road/Footpath in Brompton Court. The Clerk to report to Area 1.

Action – The Clerk

12.2 Cllr Guest mentioned the overgrown vegetation close to the motorway overbridge in Station Road. The Clerk to report to Area 1.

Action – The Clerk

13. **Date of next meeting, Thursday 16 July at 7.00pm (Amended)**

Signed:

Date:

DRAFT