

BROMPTON-ON-SWALE PARISH COUNCIL

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

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Minutes of the Parish Council Meeting Thursday 15 October 2020

Present: Cllrs D Sharp, A Guest, B Woodley, R Allinson
District Cllrs Ian Threlfall and Leslie Rowe
County Cllr Carl Les
The Clerk

1. **Apologies for absence:** None Recorded

2. **Open Forum**

Mr Allinson introduced himself and expressed an interesting in wishing to become Councillor. Councillors unanimously agreed to co-opt Mr Allison onto the Parish Council.

3. **Minutes of the Last Meeting**

The minutes of the meeting held on 3 September were approved.

Proposed: Cllr Guest Seconded: Cllr Woodley

4. **Matters Arising**

Cllr Guest mentioned a missing street sign at the entrance to Brompton Park (East Side).

Action – Cllr Threlfall

4.1 **Red Telephone Kiosk/British Cycling Bid (Minutes 3 Sept, item 4.1)** Total project cost of £6778. £1650 already raised. Application is ready for submission to British Cycling. Cllr Les has offered funding from Locality Budget if needed.

Action – The Chairman

4.2 **Augustus Gardens transfer Plan (Minutes 3 Sept, item 4.2 and 4.3)** The hedgerow along the eastern side of the field (basketball hoop) was planted in the first instant with the fence at a later date. Cllr Woodley said the land is still owned by persimmon and they should resolve any issue prior to adoption. The Clerk has discussed this with Persimmon who will look at the area of concern along with a tree issue in Cook Close. The Clerk has requested measurements of all green/hedge/tree areas from Persimmon to enable future maintenance costs to be calculated.

Action – The Clerk

4.3 **Cemetery Gates – (Minutes 3 Sept, item 4.4)** – Cllr Guest has received a quotation of £125 plus VAT to repair the cemetery gates. A quote will be required to paint the gates at a later date.

Proposed: Cllr Woodley Seconded: The Chairman

Action – Cllr Guest

4.4 **Redmond Review/Financial Regulations (Minutes 3 Sept, item 4.5)** – Financial Regulations are complete. Adoption agreed.

Proposed: Cllr Guest Seconded: The Chairman

4.5 **Contract of Employment, Job Description – Clerk and RFO (Minutes 3 Sept, item 4.6)** – Cllr Woodley has prepared a package which includes Employment Contract, Job Description Health & Safety and Grievance Procedure. It is ready to be circulated with signatures from Chairman and the Clerk.

Action – Cllr Woodley



4.6 **Village Society – Boundary Fencing and Soft Landscaping (Minutes 3 Sept, item 4.7) – No further update.**

Action – The Clerk

4.7 **Cemetery Shed – (Minutes 3 Sept, item 6.2) – Previous discussions had agreed to remove the shed. However, removal costs have been revised and are now estimated at £1800. Councillors agreed the Clerk should look at finding an alternative low-cost option.**

Action – The Clerk

5. Reports

5.1 Report from NYCC – Cllr Les

Police and Crime Panel have issued a Force Control Room Performance Update. Response rates are improving.

Impact of COVID-19 in North Yorkshire is that 700 people per week are contracting the virus. Hospital admissions have started to rise.

Highways England will be completing Stage 4 road safety audit on the A6136/Fort Bridge Junction. This will be completed by NYCC. The Parish Council have expressed their views on the junction on many occasions which Cllr Les is aware of. He will feed these views into the team who are to complete the audit. The Clerk will write to Cllr Les expressing concerns and requesting roundabout/illuminations.

Devolution – The letter of invitation to put proposals forward for devolution has been received. NYCC will send their full proposal by 9 November, for a single unitary authority.

5.2 Report from RDC – Cllr Threlfall

Devolution – Final proposals have not been seen by District Councillors at this time from RDC.

Fees and charges have been agreed at 0% increase for all services. In 21/22 there will be a deficit of £550k and £50k due to no fees and charge increase.

Local Plan – Estimated finish time is 18mths/2 years.

A Climate Change Officer will be appointed at RDC in due course.

RDC has proposed an investment in electric charging points around in Richmondshire car parks.

The Business Week is 19th to 23 October which offers advice, help and training for local businesses.

Cllr Guest asked on the situation regarding Catterick Bridge Hotel. There are issues identifying the owner of the building. Building control have visited the site and have said the building is not classed as dangerous under their legislation. The Councillors agreed they could work with Catterick Village to pursue the matter. Councillors will raise the matter with Catterick Village.

A resident has asked about the lighting outside North Yorkshire Timber. Cllr Threlfall reminded Councillors that the lights are privately owned. The Clerk will contact NYT.

5.3 Report from The Police

No report received

5.4 Report from The Village Society

No report received. The building itself remains closed to users. However, the field is used for training and football matches.

6. Current Issues

6.1 **Reinforcing the Riverside** - Cllr Rowe declared an interest in the riverside. The trees which were at a dangerous angle have been felled but the riverside had already been weakened. Cllr Rowe said he would be happy to assist with a project to protect the riverside and to raising funds.

Cllr Allinson and Cllr Rowe will discuss options with known contacts. The Chairman said it was important to find out what needed to be done to resolve the issue and then to gain permission from the correct authority for work to be carried out. Cllr Threlfall suggested the first port of call should be the Environment Agency. However, Cllr Rowe said he had contacted the Environment Agency some time ago who suggested that our issue was not a priority.

Action – The Chairman, Cllr Rowe, Cllr Allinson

County Councillor Carl Les Left the meeting



- 6.2 Review Council Policy** – Cllr Woodley has reviewed a number of policy documents. These have been prepared for Brompton-on-Swale. Some have been circulated. There are still some to complete. The policy documents do not require signatures however they require acceptance at a meeting. These will be presented at the next meeting.
The Standing orders, previously circulated, were presented for adoption. Every Councillor will be issued with a copy.

Proposed: Cllr Woodley Seconded: Cllr Guest

Action – Cllr Woodley

- 6.3 Grass Cutting** – Cllr Woodley had previously proposed turning some large grass areas into wild flower meadows. The seed is relatively cheap. However, there is a cost of the ground preparation. Cllr Woodley suggested a small trial area to ascertain whether this would be cost effective. Cllrs agree with the concept in principle. Costings for harrowing, preparation and maintenance will be calculated. Residents would need to be consulted prior to commencing any work.

The Clerk mentioned some small areas of grass in the village which are not currently kept cut. She will discuss costs for these areas with the contractor.

Action – The Clerk

The Chairman mentioned the advertising trailer/vehicle that frequently parks at the crossroads. This is a highways issue and has been reported as such on each occasion. However, it is also a safety issue because it is making the egress from the Scorton junction dangerous.

Action – The Clerk

7. Parish Finances

- 7.1 To receive and note payments previously authorised and receipts (circulated prior to the meeting).**

The Clerk said the payment of £720 to remove the trees from the riverside had been made. No questions were raised.

Proposed: Cllr Guest Seconded: Cllr Woodley

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

No questions were raised.

Proposed: Cllr Guest Seconded: Cllr Woodley

- 7.3 The following new payments were approved.**

No new payments.

8. Correspondence

- 8.1 Letter Received from the Citizens Advice Bureau** (Cllr Woodley declared an interest in this item) – requesting donations for the service they provide. Councillors agreed the service was of benefit to many of the residents. A donation of £75 was agreed.

Proposed: The Chairman Seconded: Cllr Guest

Action – The Clerk

- 8.2 Letter received from the Village Society asking for a donation towards Christmas Lights in the village** – Councillors agreed to make a donation of £250.

Proposed: Cllr Woodley Seconded: Cllr Guest

Action – The Clerk

- 8.3 Letter received from Laser Cheer requesting a donation** – Not agreed at this time.

Action – The Clerk

- 9 To consider and decide upon the following **Planning Applications**
None received
10. To receive the following **Planning Decision/Information**
- 10.1 20/00425/FULL – 26 Honey Pot Road – FPP for Conversion of Detached Garage into Summer House - **GRANTED**
- 10.2 20/00610/FULL – 32 Richmond Road – FPP for Conversion of Garage to Study (Amended Plans) – **No objections/no comments**
- 10.3 20/00623/FULL – Telephone Call Box, Richmond Road – Install Cycle Repair Station – **No objections/no comments**
- 10.4 20/00638/FULL – 16 Brompton Park – FPP for Single Storey Extension to Side and Porch to Front – **No objections/no comments**
- 10.5 20/00653/FULL – 19 Curteis Drive – FPP for Two Storey Rear Extension, Single Storey Extension to Side – **No objection/comments offered.**
- 10.6 20/00629/LBC – 25 Richmond Road – LBC for Refurb of Windows to Front and Rear – **no objection/no comments**
- 10.7 20/00631/FULL – Unit 12 Station Road Industrial Estate – FPP Internal Building improvements incl addition of Mezzanine Floor. **No Comments/no objection**
- 10.8 20/00659/FULL – Buddleia, Pargkate Lane – FPP for Extension to Existing Dwelling to Provide Work from Home Office/Kitchen Extension and Extend Existing Garage. **No comments/objections**
11. **Minor matters**
- 11.1 Clerks Reminder – Budgets 21/22 and meeting dates for 2021 must be agreed ready for the next meeting on 26 November
Action – The Clerk
- 11.2 Cllr Woodley asked the Clerk to Circulate a new email of contact details for Councillors.
Action – The Clerk
- 11.3 Cllr Woodley will email documents to Councillors for review by electronic means
Action – Cllr Woodley
- 11.4 Cllr Guest mentioned damage to the bus shelter at the top of river lane. Cllrs agreed it should be repaired.
- 11.5 Cllr Guest mentioned Devolution decision. Cllrs agreed they would discuss at the end of this meeting with only Parish Councillors present.
- 11.6 Cllr Allinson asked whether the new Parish Website was up and running. It was noted all regulation documents required were on the website. However, it was in need of additional input.
Action – All Councillors
- 11.7 The Chairman mentioned his house move. The Clerk has confirmed that although he will move out of the village. He is able to remain a Councillor until the next election in 3 years.

District Councillors Ian Threlfall and Leslie owe left the meeting.

- 11.8 **DEVOLUTION DISCUSSION** – The Chairman and Parish Councillors summarised the devolution options for Cllr Allinson. Further discussion took place. Councillors unanimously agreed to support NYCC's Single Unity Authority. The Clerk to prepare a letter of support.

Action – The Clerk

12. **Date of next meeting**, Thursday 26 November at 7.00pm via Zoom remote meeting platform

Signed: 

Date: *26th NOV 2020*