

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 16 May 2019

Present: Cllrs A Guest D Sharp D Dempsey M Rutter
H Frankland

County Cllr Carl Les
District Cllrs Ian Threlfall and Leslie Rowe
The Clerk

1. Declaration of Acceptance of Office for Councillors

Were completed and signed. Declarations of Interests were completed.

2. To receive nominations for and Election of Officers – Chairman and Vice Chairman

The current Chairman asked for nominations for Chairman for the new year. Cllr Guest nominated Cllr Sharp.

Proposed: Cllr A Guest Seconded: Cllr D Dempsey

2.1 To receive the Chairman's Declaration of Acceptance of Office Duly signed

The newly elected Chairman completed and signed a Declaration of Acceptance of Office which the Clerk duly signed and dated.

The Chairman asked for nominations for Vice Chairman. Cllr Guest was nominated.

Proposed: The Chairman Seconded: Cllr H Frankland

Cllr Carl Les and the new Chairman, Cllr David Sharp thanked Cllr Andrew Guest for many years of service as Chairman of the Parish Council.

3. Apologies for absence: District Cllr P Spencer and Cllr C Birch

4. Open Forum

No members of the public were present

5. Minutes of the Last Meeting

The minutes of the meeting held on 7 March 2019 were approved

Proposed: Cllr H Frankland Seconded: Cllr N Mason

6. Matters Arising

6.1 Defibrillator (Minutes 11 April, Item 5.1). The Clerk will discuss providers of defibrillators with the Yorkshire Ambulance Service.

6.2 Red Telephone Box (Minutes 11 April, Item 5.2). Cllr Sharp is making enquiries into companies who refurbish Red Telephone Boxes. Once a costing is available it will be possible to apply for grant funding. It was agreed not to adopt the telephone box from BT until the Parish Council are sure of the refurbishment cost.

6.3 Basketball Hoop, Augustus Gardens (Minutes 11 April, Item 5.4). Cllr Dempsey will arrange to measure the diameter of the hoop prior to the purchase.

Action – Cllr Dempsey

7. To receive nominations and Election of Representatives

The Chairman asked for nominations for the Village Society. Cllr Frankland agreed to represent the Parish Council at Village Society Meetings. Cllr Dempsey would attend the meetings if Cllr Frankland is unavailable.

Proposed: Cllr Guest Seconded: Cllr Rutter

The Chairman asked for nominations for the YLCA. The Chairman said he would be happy to continue with this role.

Proposed: Cllr Dempsey Seconded: Cllr Frankland

8. Reports

8.1 Report from Cllr Les – NYCC

50% of the NYCC Budget is spent on Health and Adult Services. 30% is spent on Childrens' Services. Leaving 20% for all other expenditure including highways. £15 million savings still to be found this year with, as part of the savings, in house highways maintenance is being looked into. This will allow more control of works and budgets. A Locality Budget and Environmental Locality Budget will be available for 19/20.

Richmond Road will be surface dressed. It is expected the gulley will be addressed at the same time. River Lane will be addressed.

Cllr Les understands RDC have been contracted to complete street sweeping, this will be confirmed with Cllr Threlfall.

The road surface at the Scorton/Gatherley Road traffic lights has been checked. This does currently not meet intervention rate. However, this is now on a regular schedule of checks and when the threshold is met the works will be completed.

A crossing in the village is still under consideration.

The issue of potholes in the layby situated just outside the village has been addressed.

Parking on the verge at Swale Autos has been looked at but was not found to be an issue at the time of inspection but will be monitored.

The noise reduction fencing discussions are ongoing. However, matters are being addressed by District Councillors. When the threshold is met the works will be completed.

8.2 Report from District Council – RDC

Cllr L Rowe introduced himself. He mentioned the noise protection barrier and noise survey. He said he will continue to chase the issue. Cllr Threlfall said they were waiting for Highways England to complete their survey, which finished on 15 May. This would be forwarded to RDC and they would pursue. No monies are available from Highways England for the A1L2B project. An application had been submitted by RDC for a grant to fill in the gaps on the noise protection barrier in Brompton-on-Swale.

Cllr Threlfall has spoken to Parking Enforcement Officers who will review Curteis Drive. The property in Curteis Drive which has a number of vehicles parked and which on occasion inhibits other residents from access onto and off their driveway has been identified as a Council property. RDC will try to resolve the parking issues. The area at the entrance to Curteis Drive and the junction of Bridge Road/Station Road, which had previously been identified will also be reviewed by parking enforcement. The land at the entrance to Curteis Drive is owned by NYCC.

Cllr Rutter mentioned parking in Augustus Gardens.

The Chairman asked if there was any progress on the containers in the field near the sports hall. Cllr Threlfall said this is currently with planning enforcement.

The Chairman asked whether there was any progress with regard to the planning issues of a property in Richmond Road. The property is in a conversation area and should have been replaced by something suitable within 6 months.



Cllr Threlfall is pursuing the issue regarding the lights at the entrance to North Yorkshire Timber. The Chairman asked if the Parish Council could provide any assistance with NYT.

Cllr Guest mentioned the trees in the ginnel at Curteis Drive. A site visit has taken place. The trees are in a good condition however they will be trimmed down and some branches removed.

Cllr Rutter asked about road sweeping around the Gatherley Road traffic lights. Cllr Threlfall said the work had been completed.

Cllr Threlfall said the new Catterick and Brompton-on-Swale Ward consists of 3 District Councillors. Cllr Rowe said the Independents effectively have the majority on the District Council with a smaller group of Conservatives. However, Cllr Rowe explained that he is an Ungrouped Independent.

8.3 Report from The Police

No representatives from the Police were present. A report had been received and circulated prior to the meeting. No further issues were raised.

8.4 Report from the Village Society

The Clerk gave a brief report about the Village Society.

9. **Current Issues**

9.1 **To review Standing Orders and receive any recommendations for change** – Cllr Guest mentioned Standing Order No 28, Planning Applications. Recent changes were agreed (Minutes 7 March, Item 6.4) which allows The Clerk to respond to applications on behalf of the Parish Council.

Proposed: Cllr Guest Seconded: Cllr Rutter

Action – The Clerk

9.2 **To review Financial Regulations and receive any recommendations for change** – It was agreed no amendments were necessary.

Proposed: Cllr Guest Seconded: Cllr Frankland

9.3 **To consider/discuss insurance premium for 2019/2020** - In year 3 of a 3-year agreement. An increase of 4% has been imposed (increase is index linked). Cllrs agreed to accept the quotation.

Proposed: Cllr Guest Seconded: Cllr Rutter

Action – The Clerk

9.4 **To adopt Governance and Accountability for Smaller Authorities in England – March 2019** – The Chairman said within the document it states the Parish Council will remain a small council until a threshold of £25000 for either purchases or receipts in excess of £25000 is reached. At this point it would become a larger authority.

The Chairman would like to write to our Local MP Rishi Sunak to ask the government to increase the threshold in an inflationary manor. The current year budget shows the purchases for 19/20 will exceed the £25000 threshold.

The Parish Council has increased its expenditure over the last few years. It has responsibility for grass cutting which has increase costs significantly.

It was agreed to write to Rishi Sunak and send a copy the letter to YLCA. Next meeting of the YLCA is 13 June 2019.

Councillors agreed to adopt the Governance and Accountability for Smaller Authorities.

Proposed: Cllr Frankland Seconded: Cllr Rutter

Action – The Clerk

9.5 **To consider/discuss the Riverside Footpath** – Cllr Guest reminded Councillors a meeting must be arranged with a Parish Council representative, the Tenant, NYCC Ranger, Cllr Les and Cllr Rowe to discuss replacement of the stiles at each end of the field with kissing gates. The Clerk will write to Cllr Les to ask for assistance to initiate a meeting.

Action – The Clerk

9.6 **To consider/discuss Rules for Memorial Benches** – Cllr Rutter discussed his suggestions for the rules. He will send further information to Councillors for discussion at the next meeting.

Action – Cllr Rutter

9.7 **To consider/discuss Rules for Cemetery** – Cllr Frankland is progressing with the rules. The Clerk will email further information.

Action – Cllr Frankland

10. Parish Finances

10.1 **To receive and note the payments previously authorised and receipts.**

The Clerk said the cemetery spoil has been removed. The cost was less than previously agreed. No further questions were raised. The figures were approved.

Proposed: Cllr Guest Seconded: Cllr Max

10.2 **To receive a Bank Reconciliation and Budget Comparison for the year to date.**

The Clerk mentioned the incorrect date for the accounts noted on the agenda. The date should have read to 14 May 2019. No questions

raised. The figures were approved

Proposed: Cllr Guest Seconded: Cllr Frankland

10.3 Annual Accounts 2018/2019

10.3.1 **Receive and note the Annual Internal Audit Report**

Annual Internal Audit received from M Larby. She mentioned Financial Risk Assessment. Councillors agreed this was carried out at every meeting. The only concern raised was the £25000 threshold for smaller authorities. Also mentioned is Insurance cover – is this appropriate and adequate. The Chairman said we had signed up for a 3-year deal. Annual insurance has been discussed. He suggested a review March 2020. Standards will be checked and the current insurance policy to checked to ensure adequate cover.

Proposed: Cllr Dempsey Seconded: Cllr Frankland

Councillors had previously agreed to exempt the parish Council from an external audit. The Chairman signed the exemption certificate which will be sent to the External Auditor.

Action – The Clerk

10.3.2 **Consider and approve the Annual Governance Statement**

The Chairman read each item on the Annual Governance Statement. The Councillors considered each statement (Item no 1 to 8) and agreed as a whole each statement was correct (yes). Item number 9 is not applicable to this Parish. The Annual Governance Statement was approved by resolution. The Statement was signed and dated by the Chairman. The Clerk signed the statement and noted the minute reference.

Proposed: Cllr Guest Seconded: Cllr Rutter

10.3.3 **Consider and approve the Accounting Statements for 2018/2019**

The Clerk had signed and dated the statement prior to the meeting. The Councillors considered the statement as a whole and approved the Accounting Statement by resolution.

Proposed: Cllr Guest Seconded: Cllr Rutter

- 11. Correspondence**
- 11.1 A letter was received from the Brompton-on-Swale Golf Society thanking the Parish for providing three Parish owned trophies that the newly formed Golf Society would compete for annually.
- 12. To consider and decide upon the following Planning Applications**
- 12.1 **19/00305/VAR** – Hambleton Steel Ltd, Unit 2 Gatherley Road
There are strong objections to the removal of the condition for the requirement of an acoustic fence. Hambleton Steel is close to residential housing and noise from the site has an impact on those residents. There are concerns the original planning permission allows Hambleton Steel to operate 7 days per week from 6 am, to include Sundays.
- 12.2 **19/00274/FULL** – Tranquil, Gatherley Road, BOS
No comments or objections were raised.
- 12.3 **19/00283/FULL** - 6 Brompton Park, BOS
No comments or objections were raised.
- 12.3 **19/00272/FULL** – Lowes Breakdown, Station Road, BOS
No comments or objections were raised.
- 13. To receive the following Planning Decision/Information**
- 13.1 **19/00215/FULL** – 12 Brompton Court – No comments or objections noted
- 13.2 **19/00235/FULL** – 18 Stephenson Road – No objections or comments noted
- 14. Minor matters**
- 14.1 Cllr Guest mentioned the North Yorkshire Community Awards. He suggested a nomination to which all Councillors agreed.

Action – The Clerk
- 14.2 Cllr Guest mentioned working with Brompton-on-Swale C E School on a project. Various suggestions were made, including 50 years since man landed on the moon. The Chairman will contact the school to discuss a topic.

Action – The Chairman
- 14.3 A family had made enquiries regarding the purchase of a plot. The family member who wishes to purchase the plot is 30 years old. The Parish Council allow a person to purchase a plot for a fixed period of 50 years. Then it can be re-sold. It was agreed to include in the new cemetery rules that should the 50 years expire every effort will be made to contact the family to ask if they would like to purchase the same plot.
- 14.4 The Clerk mentioned a particular area of grass outside a residential property that was not on the grass cutting schedule. She will contact the contractor and ask what the cost would be to add this to the schedule. The Clerk will also ask the contractor for costs on grass cutting on the verge to the east of Parkgate Lane.

Action – The Clerk
- 14.5 Cllr Frankland mentioned the overgrown hedge on the right of the junction of Bridge Road (opposite the Farmers Arms). The Clerk was asked to contact Cllr Les/Area 1.

Action – The Clerk
- 14.6 The Clerk asked Cllr Threlfall where Scorton Parish Council had purchased their memorial benches. He gave the details to the Clerk.

14.7 The Chairman mentioned designing a logo for the Parish Council. An estimated cost of £100 for designing a logo has been obtained.

Action – The Chairman

14.8 Cllr Rutter mentioned business advertising in the newsletter. Councillors agreed to continue with the newsletter in its' current format.

15. Date of next meeting, Thursday 11 July 2019 at 7.00pm

Signed: 

Date: *11th July 2019*