

Birstwith Parish Council

Clerk: Mrs J Worsnop Tel: 01423 770654 e-mail: birstwithparishcouncil@gmail.com

Website: birstwith-pc.org.uk

Dear Councillor

22nd September 2017

You are summoned to attend the next meeting of Birstwith Parish Council to be held on THURSDAY 28th September 2017 at 7.45 pm in the Reading Room

A G E N D A

- 1 To receive apologies for absence
- 2 To receive parishioners' questions (max. 3 mins)
- 3 To receive any declarations of interest
- 4 To confirm the minutes of the last meetings held on 27th July as a true and correct record
- 5 To receive an update from County Councillor Michael Harrison
- 6 To receive an update from District Councillor Nathan Hull
- 7 **To receive updates regarding:**
 - a) **The Play Area:** Annual
 - b) **Highway matters:** Letter sent to Birstwith School re parking problems at special events – no reply to date, Community Speed Watch no one showed interest in getting involved with this scheme, other Highway matters
 - c) **Grass Cutting**
 - d) **Birstwith in Bloom**
 - e) **No 24 Bus Service**
 - f) **Telephone Kiosk Station Road**
- 8 **Planning Applications:**

Conversion of barn and store above garage to form yoga and wellness studio with alterations to fenestration and demolition of lean to store – 6.91.84.R.FUL 17/03472FUL Well House Farm Cote Hill Road Felliscliffe for Mr A Croucher

Erection of dormer – 6,91.98.D.FUL 17/03674/FUL Elton Villa, Elton Lane Birstwith for Mr & Mrs Havery

Erection of two storey extension 6.91.162.A.FUL 17/03893/FUL Wayside House Farm Back Road High Birstwith for Mr B Cooper

Erection of a single storey extension with formation of decking and steps to lower garden - 6.91.191.C.FUL 17/04027/FUL Gardeners Cottage Back Road High Birstwith HG3 2JG for Mr R Haggas

Application Approved: Erection of 1st Floor extension and porches and alterations to fenestration Pasture House Back Road - **Approved subject to conditions**

Conversion of existing paddock to form menage Hill Top Farm Reynard Crag Lane - **Approved subject to conditions**

Erection of two storey detached houses to plots 4 and 26 together with a single storey detached garage to plot 11 of the development previously approved under application 13/04164/OUTMAJ West House Farm Birstwith - **Approved subject to conditions**

Variation of condition 2 (drawings) of planning permission 17/00589/FUL to allow installation of log burner flue to North elevation of dwelling and alter design and location of detached garage at Dutch Barn at Meg Gate Back Road Birstwith – **Approved subject to conditions**
- 9 **PKF Littlejohn LLP - External Audit completed**
- 10 **Policy Documents for Approval by Parish Councillors – Code of Conduct, Complaints Procedures, Data Protection Policy, Standing Orders, Risk Assessment, Financial Regulations, Media Policy, Assets Register**

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|----|---|---------------------------------|------|---------|
| 11 | To approve accounts for payment: | | | |
| | British Gas | Electricity a/c | DD | £ 21.87 |
| | J Worsnop | Allowances & Expenses July/Sept | chq) | £114.21 |
| | J Worsnop | Office Space July/Sept | chq) | £ 52.00 |
| | J Worsnop | Salary July/Sept | chq) | £441.25 |
| | W E Benson Agri-Plant | Cutting verge sides | chq | £432.00 |

Half year financial report

- 12 **Correspondence:**
HBC – The review of Polling Districts and Polling Places
Email re: grass cutting on Reynard Crag Lane (to be discussed under item 7 (c))

Date of next meeting: 26th October 2017

Jenni Worsnop

Clerk