

**Minutes of the AGM held on Thursday 25th May 2017 at 7.30 pm in the Reading Room**

**Present:** D Britton J Elvidge R Houseman E March C Packer M Worsnop County Cllr Michael Harrison & J Worsnop (Clerk)

**NOTICE OF MEETING** Public Notice of the AGM had been given in accordance with Schedule 12 of the Local Government Act 1972

- 1 **ELECTION OF CHAIRMAN** – It was proposed by R Houseman seconded by J Elvidge and **RESOLVED** that E March be elected as Chairman all were in favour
- 2 **DECLARATION OF ACCEPTANCE** – E March duly accepted the position of Chairman and signed the declaration made before a Proper Officer of the Council of the Parish of Birstwith
- 3 **Apologies:** None
- 4 **ELECTION OF VICE CHAIRMAN** – It was proposed by D Britton and seconded by R Houseman and **RESOLVED** that M Worsnop be elected as Vice Chairman all were in favour
- 5 **MINUTES** - It was proposed by D Britton and seconded by R Houseman and **RESOLVED** that the minutes of the proceedings of the Ordinary Meeting held on 27th April 2017 be confirmed as a correct record and signed by the Chairman
- 6 **APPROVAL OF ANNUAL GOVERNANCE STATEMENT** – Proposed by M Worsnop seconded J Elvidge that the statement be accepted all were in favour
- 7 **DECLARATION OF INTEREST** – M Worsnop declared an interest in item 14 on the agenda the Clerk's Salary
- 8 **COUNTY COUNCILLOR'S REPORT** - Michael Harrison reported that he had been re-elected as our Conservative Councillor for the next 4 years. 3 delegates stood for election with no UKIP representative at this election. Michael informed us of his new role in Health & Adult Social Care which may mean he will not be able to attend as many Parish Council meetings but he assured us of his continued support. Trees along the roadside verge at Grange Farm have now been removed after a visit by CC Highways Dept who informed the new owner of the property the situation regarding these trees - he will now plant them within the curtilage of his property.
- 9 **DISTRICT COUNCILLOR'S REPORT** – No report in his absence
- 10 **ANNUAL ACCOUNTS** - The annual accounts for the year ending 31<sup>st</sup> March 2017 were approved proposed by R Houseman seconded by J Elvidge all in favour
- 11 **PARISHIONERS QUESTIONS** – None
- 12 **UPDATES REGARDING:**
  - a) **Play Area:** It was proposed by R Houseman seconded by J Elvidge that the insurance excess of £250 should be transferred from the Play Group a/c into the Parish Council a/c as this grant had been awarded from the windfarm re: repairs to Play Area entrance path in 2016. General maintenance OK still to fix large grab handle to slide and sandbags have been placed under part of roundabout to alleviate children trapping their feet. BHS requested the Play Area gates be opened for the annual show – agreed.
  - b) **Highway matters:** to be reported to Area 6 Highways – Grange Farm large boulders on grass verge outside property now covered with grass, opposite side of the road outside Grange Farm netting which covered a drain has lifted and is trip hazard copy to Michael Harrison. Utility trench on Darley Road very uneven and needs reinstating. Now the trees are in leaf on the brow of the hill on Darley Road pedestrians cannot see oncoming traffic. Saplings which have overgrown on the path on Darley Road need cutting back.
  - c) **Broomfield Notice Board** David Britton has kindly offered concrete flags to be placed in front of NB
  - d) **Grass Cutting** The Chairman and R Houseman will work out the actual area of grass that needs to be cut prior to quotes being obtained.
  - e) **Birstwith in Bloom** - The BIB committee have organised members to cut certain grass verges in the village but the grass cuttings are been dumped in the hedge bottom. They are now looking to hire a

skip which could be placed inside the Show Field. The Chairman had also been informed that they plan to place water butts all over the village to enable watering of their planters. The Councillors' asked the clerk to contact BIB again regarding their Public Liability insurance cover. Although we have a copy of the BHS insurance certificate it was felt that written confirmation should be obtained stating that this policy will include any liabilities relating to all the BIB activities and they would also like ongoing inventories as and when items are added.

**f) Transparency Code** – Funding has now been received and will be used appropriately

**g) Telephone Kiosk** – re adoption of telephone kiosk on Elton Bank – BT states that the Unitary Authority (Harrogate) objected to the removal of this kiosk in their recent consultation which means the kiosk will remain with a telephone service.

**13 Internal Auditor** - It was proposed by R Houseman seconded by J Elvidge that the auditor should be paid £25 for year ending 31<sup>st</sup> March 2017. As from next year the external audit will be carried out under our authority and the Chairman will liaise to see if the internal auditor would be willing to take on the full audit and what his fee would be.

**14 Clerk's Salary** - The Chairman stated he was still awaiting information from the YLCA so item forwarded to next months meeting

**15 Planning:**

**Erection of two storey detached houses and garages 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** 6.91.136.S.FUL 17/01522/FUL West House Farm Nidd Lane Birstwith for David Holmes Properties Ltd **Observations:** 1 Increase size of the properties from the original plan appear to be 20% larger. 2. Larger properties will inevitably put additional pressure on the infrastructure which we believe is already overloaded. 3. Your policy states as a reason for conditions when you granted the previous approval of this site 'In the interests of proper planning and for the avoidance of doubt'. If this is the case to approve this current application would not comply with the above statement due to the fact that these dwellings appear to be 20% larger than the original outline approval

**Erection of single storey extension (revised scheme)** 6.91.213.B.FUL 17/01879/FUL Sleights Farm Back Road High Birstwith for Mrs L. Wilcock – **No observations**

**Approved subject to Conditions** – Dutch Barn at Meg Gate Back Road Birstwith

**Planning Enforcement Case NO.** 17/00231/PR15 Reynard Crag Reynard Crag Lane High Birstwith

**16 Accounts approved for payment** proposed by J Elvidge seconded by C Packer

<b>Gas Board</b>	Electricity account	DD	£ 21.14
<b>Vision ICT</b>	Website Hosting/support to June 2018	Chq 001055	£ 150.00
<b>HBC 1<sup>st</sup> Instalment Parish Precept</b> - Received £4476 & £24 grant = £4500			
<b>Transparency Fund</b> received £773			
<b>VAT refund</b> £303.32			

**17 Correspondence**

**NYCC** – proposed alterations to school keep clear markings – Birstwith Primary School/Belmont Grosvenor

**Letter from local resident** re activities at Grange Farm High Birstwith – clerk to write giving the appropriate information and stating the PC would look into planning permission for the recently erected agricultural building

**HBC** Street naming and numbering procedures – passed around to the Councillors

**W & NY** campaign for better transport “ “

**HBC** Small grants scheme for 2017 is now open for applications “ “

**N Yorks & York Forum merger with Rural Action Yorks** transfer of information

Meeting closed at 9.15 pm

Date of next ordinary meeting Thursday 22nd June 2017

Signed

Dated

