

**Minutes of an Ordinary meeting held on Thursday 28th September 2017 at 7.45 pm in the Reading Room**

**Present:** E March (Chairman) D Britton J Elvidge R Houseman M Worsnop County Cllr Michael Harrison Dist Cllr Nathan Hull J Worsnop (Clerk)

1 **APOLOGIES:** C Packer

2 **PARISHIONERS' QUESTIONS** - None

3 **DECLARATION OF INTEREST** – None

4 **MINUTES** - It was proposed by R Houseman and seconded by M Worsnop and **RESOLVED** that the minutes of the meeting held on 27<sup>th</sup> July be confirmed as a correct record and signed by the Chairman

5 **COUNTY COUNCILLOR'S REPORT** - Cllr Harrison reported that NY Highways are now back on track with repairing pot holes etc which had previously been reported. However the Parish Councillors' reported there were still a number of areas which had been previously reported that had still not been repaired and Michael told us to send him details of these areas for him to follow up. The consultation document for Kex Gill is now available for public view and Cllr Harrison was confident that the project will receive Government funding. Matrix sign for Clint Bank HBC are reconsidering parish requests for signs and suggested we contact the Chairman of the Transport Scrutiny Committee.

6 **DISTRICT COUNCILLOR'S REPORT** – District Councillor Nathan Hull told the meeting that HBC had not moved into their new premises as yet and no final date had been given but he assured us the delay will not incur further costs to the electorate. The Crescent Gardens building has been sold subject to planning permission being granted. Green garden waste 19,000 originally signed up it is now 26,000. It is the intention to roll the project out to more properties and the subsidies should reduce Council Tax. The recycling monies comes back to the Council. He was asked to look into the piece of land behind Collin Bank which HBC now maintain to see if it could be made into a car park to alleviate parking problems on the highway.

7 **UPDATES:**

**(a) The Play Area** - One of the Councillors' reported that the spring on the outer gate of the play area was too strong and had caused an accident to his grand child. No other reports had been received regarding this matter since the play area was opened - it was decided to wait for the annual inspection report which is due shortly.

**(b) Highway Matters:** It was reported that overhanging branches on the pinch point outside Cobblers Cottage/Kerrys were causing a site obstruction to wagons coming from Clint. The Chairman is looking into the problem. There is a problem at Elton Cottage with water being pumped from their cellar into a rain pipe which overflows onto the footpath outside the shop. Further investigation needed. Problems and repairs to street lights are now all conducted from Northallerton.

**(c) Grass Cutting:** As grass cutting is a new venture for the Parish Council it was decided that a one width cut was not enough and it should be increased next year. Discussion took place as to whether to cut the grass verges again this year as certain areas had not been initially included. Elton Bank definitely needs cutting this Autumn. A letter is to be sent to NY Highways stating that we wish to take over their areas next year and to be reimbursed for the work also enquire about the cutting back of saplings on the verges. Local plans will be drawn up showing exactly which areas of grass verges/width require cutting before going out for quotations.

**(d) Birstwith in Bloom** - The seat on Reynard Crag Lane is now in place. Congratulations to the BIB team for achieving a 'Silver Gilt Award'. They will not be entering the competition next year but hopefully in 2019.

**(e) No 24 Bus Service** – Our local bus service has been sponsored by Harrogate Spring Water for the next two years. The Sunday service is guaranteed. We need to increase the usage of the service and the Councillors' have been asked to deliver leaflets to every house around the village.

**(f) Telephone Kiosk Station Road** – Work in progress on making the kiosk into a historical info board. The Kiosk owned by BT outside the shop has been repainted but to a very poor standard.

- 8 **Planning Applications:** **FIFTY TWO**  
**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 – **No observations**  
**Erection of dormer** – 6.91.98.D.FUL 17/03674/FUL Elton Villa, Elton Lane Birstwith for Mr & Mrs Havery – **No observations**  
**Erection of two storey extension** 6.91.162.A.FUL 17/03893/FUL Wayside House Farm Back Road High Birstwith for Mr B Cooper – **No observations**  
**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 - **No Observations**

**Application Approved:** Erection of 1<sup>st</sup> 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 now completed notices placed on internet and parish Notice Board

- 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 - Copies given to Councillors’ for approval – adopted by a resolution from R Houseman and D Britton all in favour.

- 11 **Accounts approved for payment:** Proposed by D Britton seconded by J Elvidge

<b>British Gas</b>	Electricity a/c	DD		£ 21.87
<b>J Worsnop</b>	Allowances & Expenses July/Sept	chq)	1060	£ 114.21
<b>J Worsnop</b>	Office Space July/Sept	chq)	1060	£ 52.00
<b>J Worsnop</b>	Salary July/Sept	chq)	1060	£441.25
<b>W E Benson</b>	Grass verge cutting	chq)	1061	£432.00

The clerk gave a half year report to the Councillors on the Parish financial situation.

- 12 **Correspondence**

**HBC** – The review of Polling Districts and Polling Places – passed around to Councillors

**Email re: grass cutting on Reynard Crag Lane** – Discussed at length as a Parishioner wished to know whether Reynard Crag Lane was included in the grass verges the Parish Council recently paid to have cut. Concern was raised about massive loss of wildlife as the area had not been cut for many years and none of the residents in the immediate vicinity had been consulted. The Clerk to reply stating the area was used to fly tip and that Impatiens Glandulifera (Himalayan Balsam) was an evasive plant. An update to the EU Regulation on Invasive Alien Species has named a further nine plants to be banned from sale across the EU from August 2018. Of the nine, six are widely grown or occur in UK gardens and the Himalayan Balsam is one of them. Gardeners who already have any of these species in their gardens are not at risk of prosecution for possession, as the regulation is not retrospective. However, they will be required to meet the other requirements to ensure they control the species on their property, and do not allow it to spread. It is the Parish Councils’ duty to control these evasive plants and therefore they cannot give an assurance that the grass verges will not be cut again.

**Date of next meeting** 26<sup>th</sup> October 2017

**Signed**

**Dated**

