

KIRBY HILL AND DISTRICT PARISH COUNCIL

(incorporating Kirby Hill, Milby, Thornton Bridge, Humberton & Ellenthorpe parishes)

MINUTES of the parish council meeting held at 7.15 pm on 14 May 2018, in the Coronation Hall, Milby (Notice having been given). The meeting followed the Council's AGM

PRESENT: Cllrs Lawson (Chairman), Jones, Lister, Merson, Smailes, Widdows, Wilkinson, and Martin Rae (Clerk).

1. APOLOGIES for absence: Cllr Hick, DCllr Brown

2. CODE OF CONDUCT/REGISTER OF INTERESTS: Cllr Wilkinson 8b&c - as tenant farmer of land subject to applications

3. MINUTES of the meetings of 12 March 2018, having been distributed previously, were accepted as a true record. Proposed by Cllr Merson and seconded by Cllr Lister.

Matters arising – Clerk's letter to HBC Council Leader, Richard Cooper, dated 13 April regarding the 'parishing' of Harrogate town (see 'matters arising' 12 March meeting). No response yet from Cllr Cooper. Clerk to chase.

ACTION CLERK

4. FINANCE

Clerk reported:

- a) Balance at 14 May 2018 **£6,211.56** (includes £1,200 'ring-fenced' for Milby Island Project)
- b) Coronation Hall rent of room – **payment agreed**
- c) HBC precept 1st half yr **£2,000 rec'd**
- d) Zurich Insurance (3yr policy from 1.6.18) **£307.11 payment agreed** for current year.

5. CORRESPONDENCE

a) **HBC** Parishes Consultation meeting. To be held 28 June , Darley Memorial Hall. Deadline for tabling of questions (of wide general interest to parishes) 8 June. It was thought the issue of the 'parishing of Harrogate town' (see matters arising above) could be a suitable one to raise in view of the fact no reply had been received from Richard Cooper. Cllr Hick had raised the matter originally and the clerk was asked to contact him regarding attendance at the 28 June meeting. **ACTION CLERK**

b) **HBC** Small Grants Fund. £30,000 currently available for grants up to £3,000 for local community projects. Cllrs suggested that All Saints Church might be an appropriate candidate. Clerk to contact Rev. Alison Askew with the relevant information. **ACTION CLERK**

c) **NYCC** Parish survey/questionnaire on activated speed signs. The scheme in which parishes could purchase and maintain electronic signs was being extended. The cost to parishes would be £6,500 per sign over the first 4 years but reduced thereafter. Signs would still need to be rotated, meaning that participating councils would still not have the signs permanently. The clerk was asked to complete the survey to indicate that the council would not be interested, primarily because of cost. **ACTION CLERK**

d) **Boroughbridge Town Council** Battle of Boroughbridge 700th anniversary March 2022.

Cllrs agreed that the parish council should take part in discussions with other parties about how to celebrate this anniversary, especially as much of the battle took part in Milby. Cllrs were asked to think about ideas and let the clerk know. Clerk to confirm to Boroughbridge Town Council (Cllr Fuller) that it would be happy to become involved. **ACTION CLERK**

e) **NYCC Transport Officer** – notice of termination on 29 June of the DR-08 Ripon- Boroughbridge 'Demand Responsive' bus service due to lack of use.

6. COUNCILLORS' REPORTS & MEETINGS

a) **DCllr Brown** had given his apologies for absence. In an email to the clerk he had mentioned his meeting with Yorkshire Water on 6 April. The clerk had distributed the minutes of this meeting to the parish councillors.

b) **NYCC** - NYCllr Windass was not at the meeting

c) **JPC** - next meeting 7 June. Cllr Smailes no longer wished to be council's regular representative on

this group and suggested to the meeting that Cllr Merson might be an appropriate representative because of his management of the Milby Island project. Cllr Merson agreed to attend the next meeting of the JPC and the chairman suggested that this role could rotate more amongst all members of the council.

ACTION CLLR MERSON

- d) Milby Island** Cllr Merson reported that he had not been satisfied by the first cut done by the contractor in April and had asked them to do it again. In view of HBC's continuing lack of response to the request for a dog waste bin he had installed one himself and organises the emptying on a regular basis. Cllr Brown in his email to the clerk had said he was still intent on pursuing the matter with HBC. Cllr Merson also gave notice of a planned 'balsam bash' on 9 June. The chairman again thanked Cllr Merson on behalf of the council for his dedication to this project.

7. ONGOING AND OTHER MATTERS – UPDATES

a) Data Protection

The clerk had produced the council's Privacy Policy statement (from a NALC template) and this was now on the website. He still had to produce a 'data retention and disposal policy' and undertake a data audit for publication. The chairman proposed the adoption of the Privacy Statement and this was seconded by Cllr Lister. It remained uncertain as to whether the council would need to appoint a Data Protection Officer. An amendment to the Data Protection bill was being considered by Parliament proposing that small councils be exempt from having to appoint a Data Protection Officer.

ACTION CLERK

- b) Risk Assessment** - this document had been distributed to councillors prior to the meeting. Its adoption was proposed by Cllr Merson and seconded by Cllr Lawson.
- c) Online banking HSBC** the clerk confirmed that this was now operational. He would arrange for the chairman to be a secondary user, with view only access.
- d) Parish Noticeboards** – The clerk confirmed that the new village green noticeboard, produced by Chris Leeming, was now in place and that the wall-mounted Coronation Hall board would soon be installed.
- e) Internal Audit** The clerk confirmed that this had been carried out on 9 May (in conjunction with Langthorpe, Marton-le-Moor and Brafferton parish councils). The Kirby Hill and District Parish Council's Annual Internal Audit Report 2017/18 had been signed off by the chairman of Marton-le-Moor P.C. The chairman, Cllr Lawson, had audited and signed off the Langthorpe Internal Audit. The Annual Governance Statement 2017/18 was completed and signed by the chairman as were the Accounting Statements 2017/18. The clerk explained that these no longer needed to be sent to the External Auditor as the chairman had signed the Exemption Certificate.
- f) Sally Farms Thornton Bridge** Cllr Wilkinson had referred the clerk to information on the web regarding issues relating to Sally Farms and the newly developed Thornton Bridge barns. The clerk had forwarded this to Cllr Hick (rep Thornton Bridge) who had contacted Dr Furlong of Sally Farms. Dr Furlong had informed Cllr Hick that he would be very happy to come to a parish council meeting to talk about the high welfare egg production unit he was planning. Cllrs thought this was not necessary but considered that an 'open day' nearer the time of the unit's completion would be very useful. The clerk would pass this idea onto Cllr Hick for communicating to Dr Furlong.

ACTION CLERK

8. PLANNING

a) 17/02632/FUL *AMENDED*

Ward's Barn Tinkler Lane, Milby

Conversion and extension of barn to form one dwelling and installation of package treatment plant. *GRANTED*

b) 18/00123/EIAMAJ

Land comprising OS Field 3300 Marton-le-Moor - Applegreen Plc

Outline application for a proposed Motorway Services Area (MSA) on west side of A1(M) with vehicular access over bridge from and to southbound carriageway and partial diversion of A168, with associated infrastructure and staff access from B6265
PENDING The parish council had submitted its agreed response (objection) following its meeting on 31 January 2108 (See Minutes 31/1/18)

c) 17/04318/OUTMAJ

Land comprising field 438887 468593 Church Lane Kirby Hill – Future Habitats Ltd

Outline application for up to 87 dwellings (Revised to 50) with access considered
PENDING

e) 17/05603/REMMAJ

Reserved matters application under outline permission 16/02152/OUTMAJ

Home Farm Church Lane Kirby Hill Erection of 34 dwellings – Frontline Estates.

PENDING The parish council had submitted its comments on the REVISED site plan. These were the same as before but greater stress put on the concerns regarding closeness of units 26/27 to existing property boundaries.

Meeting ended at 8.10pm [Next Meetings \(2018\)](#) **2 July 10 September 12 November**

Signed.....Date.....