
BISHOP MONKTON PARISH COUNCIL

Minutes of the Parish meeting held on 22nd May 2019 at Bishop Monkton Methodist School Room.

Commenced: 6.00pm

Concluded: 8.00pm

Present: Cllr Pamela Brown (Chairman)

Cllr Stephen Verrill

Cllr Tony Garnett

Cllr Ben Cairns

Cllr Ken Harper

Cllr George Ayliffe

Clerk: Rebecca Crabtree

1920/001 Election of the Chairman of the Parish Council 2019-2020

Resolved that Cllr P. Brown be elected as Chairman for 2019-2020.

1920/002 The Chairman will make a public declaration of acceptance of office

Cllr P. Brown made and signed the Chairman's Declaration of Acceptance.

1920/003 Election of the Vice Chairman of the Parish Council 2019-2020

Resolved that Cllr Verrill be elected as Vice Chairman for 2019-2020

1920/004 The Vice Chairman will make a public declaration of acceptance of office

Cllr Verrill made and signed the Vice Chairman's Declaration of Acceptance.

1920/005 Introduction from the chairman

Cllr Brown welcomed everyone to the meeting

1920/006 Public Participation

There were three members of public in attendance.

One member of public requested the contracted date that the Village Hall land was bought and the date of transfer.

The date that the legal agreement with Kebbell Homes ends?

One member of the public requested for the grass to be cut on top of Harvest View.

A member of public requested the Agendas be put on the website and the Clerk apologised about this and ensured she will do this.

1920/007 To receive apologies and approve reasons for absence.

Apologies were received from Cllr N. Brown.

1920/008 To receive any declarations of interest not already declared under the council's code of conduct or members Register of Disclosable Pecuniary Interest

None

1920/009 To receive, consider and decide upon any applications for dispensation.

None

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1920/010 To confirm the minutes of the meeting on 24th April 2019 as a true and correct record.

The minutes were accepted by all councillors as a true record and signed by Cllr Brown.

1920/011 Matters arising from the minutes and updating the decision list

- Cllr Harper and Cllr Verrill confirmed the sandbags had been moved by a resident.
- Cllr P. Brown requested for someone to check that there was enough sand bags stored and if not, to request some additional sand bags. Cllr Harper agreed to complete this.
- It was noted that the Clerk had received an update from Cllr N. Brown on Commuted Sums. The Finance Department at North Yorkshire County Council confirmed they have sent the information to S. Wright at Parks and Environmental Services but he is on annual leave and therefore unable to confirm this. Cllr N. Brown will keep the Cllr's updated.
- Cllr P. Brown requested Cllr Ayliffe to contact the grass cutting contractor to ensure the grass will be cut in time for the Hog Roast.
- The UCI Bike Race Grant was discussed. All Cllr's requested the Clerk to submit an application for a new bench.
- The Clerk confirmed the defibrillator at the Village Hall was now on the Insurance Schedule including additional assets. The premium has not increased. The Asset Register will be added on to the June agenda for Cllr's to approve.

1920/012 To receive a report from Cllr Harrison from North Yorkshire County Council

Cllr Harrison gave an update on the speed calming measures.

Currently, there is a back log for data loggers due to them being in the process of procurement for new equipment.

The main areas that require some traffic calming measures is where the traffic comes from Ripon, Knaresborough and the Hungate, Moor Road and Knaresborough Road junction.

Tim Simpson at the Highways Department has acknowledged that residents are requesting a mini roundabout at the junction but doesn't think there is enough room. Although there is a possibility re-aligning the approach lines. This will slow down traffic coming to the junction where the Give Way signs are. The road would need to be widened for this to go ahead.

Parish Councils are now able to buy their own matrix flashing signs and this was discussed. Cllr Harrison told Cllr's that they would only be allowed the moveable signs but these could stay in one position for around 3 months and then could be moved further up the road or to a different area of the village. The matrix signs would have a one-off cost of approx. £1500. There is also a possibility of sharing the cost with a local parish council.

Cllr Harrison confirmed the council would only be able to install a sign that flashes if a vehicle goes over the speed limit and not a sign that shows what speed the vehicle going. The locations would also need to be approved by North Yorkshire County council.

Cllr Cairns read out a letter from North Yorkshire Police. They have confirmed that the Roads Safety Task Group decided that Knaresborough Road is an appropriate location for North Yorkshire Police Enforcement. However, no suitable location was located for a safety camera bike or van along the road. They have passed the information to the Roads Policing Group. They suggested contacting the Local Authority for advice on alternative measures. Cllr Cairns asked if this could be used as evidence and Cllr Harrison agreed to look into this.

Cllr Harrison agreed to ask Tim Simpson to visit Bishop Monkton and look at possible sites for the signs and also the junction.

It was noted that the lorries from the housing development have damaged the current lines on the road and Cllr Harrison agreed to look into this.

1920/013 To agree the Schedule of Payments

Cllr's agreed the Schedule of Payments.

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1920/014 To accept the RFOs report for 2018-2019

The Clerk gave a report for 2018-2019 and confirmed the internal audit will be completed on 31st May 2019. Cllr's accepted the RFO's report.

1920/015 To note the following:

Receipt of the first instalment of the precept of £4305.

Receipt of £2000 towards the installation of the bus shelter from North Yorkshire County Council

The payments received were noted.

1920/016 To certify the Council as exempt from external audit for fiscal year 2018-2019

Resolved that Bishop Monkton Parish Council is exempt from external audit for the year 2018/19 as its annual turn-over does not exceed £25,000.

1920/017 To agree the YLCA to carry out the Internal Audit for 2018/2019 at a cost of £120.

Resolved to agree the YLCA to complete the Internal Audit for 2018/2019.

1920/018 To appoint up to two councillors to attend the YLCA Branch meeting on 3rd June

Resolved to appoint Cllr Ayliffe to attend the YLCA Branch meeting.

1920/019 To agree the YLCA councillor training for Cllr Brown, Cllr Verrill, Cllr Harper and Cllr Ayliffe at a cost of £155 per councillor.

Resolved to agree the costs of the YLCA training.

1920/020 To consider the Clerks training request – CILCA course

Resolved to agree the Clerks training request and that the cost would be split with two other Town/Parish Councils.

1920/021 To discuss the bus shelter on Knaresborough Road

Cllr Verrill made other councillors aware that the banking behind the bus stop would need to be dug out before a shelter could be installed.

All agreed to put the Bus Shelter on hold until the speed calming measures have been completed.

1920/022 To receive an update on the additional village seating in the village.

Cllr Verrill agreed to contact the Council to confirm if Commuted Sums can be used on benches in the Village. The Clerk agreed to submit an application to the UCI Bike Race for a grant to receive funds towards a bench.

1920/023 To discuss and agree to repair the seat around the tree at the Lamb and Flag.

Resolved to agree for Gordon Horrod to repair the seat at a cost of £174.50.

1920/024 To discuss the Ford seat replacement

Cllr Harper told Cllr's he had a bench that could be used but would need to check what condition it is in. Cllr P. Brown confirmed the plaque on the current bench would need to be removed and put on the new one if used.

1920/025 To discuss the beck side wall repairs to the Ford

The wall near the sand bag store has fallen down and is a Health and safety Issue. Cllr's have seen children playing near there and throwing the stones in the beck.

The Cllr's have concerns about this and requested the Clerk to contact the resident who owns the wall to ask for an update and if the wall is going to be rebuilt.

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1920/026 To discuss the repairs to the stone seat and plaque

There is white spray on the stone seat and plaque. Cllr Harper agreed to have a look at it and if there is a way of cleaning it up.

1920/027 To discuss the 20mph speed limit

Cllr Verrill explained the Community Speedwatch initiative to Cllr's.

This involves volunteers using a radar gun/Led speed sign to record speed, registration numbers and makes of vehicles.

If anyone is caught speeding, they will receive a letter from North Yorkshire Police to inform them of their offence.

The main purpose is to deter speeding and encourage more care on the roads.

Cllr's requested the Clerk to find out further information and the Clerk offered to contact the YLCA to send a request to Parish Councils for feedback on this initiative.

One member of public offered to volunteer if the Parish Council were to go ahead with this initiative.

1920/028 To note the BM Today website discussion

The BM Today website was discussed and the fact that the Council's documents are on it.

Concerns were raised as it may look to some people that the Parish Council is involved in this website or it is the Parish Council Website.

Cllr's felt that this could also be a GDPR issue.

All Cllr's agreed that any Parish Council documents should only be uploaded to the Parish Council website. Therefore, would like to request that there is a link from BM Today to the Parish Council website only.

The Clerk agreed to contact the website editor with the concerns raised.

1920/029 To agree to donate £150 to the Burial Ground Committee

Resolved to agree to donate the total of £150.

1920/030 To receive an update on the NYCC proposals for the footpath diversion

Cllr Garnett confirmed there is a site visit being held on 3rd June with the Definitive Map Officer at North Yorkshire County Council and the land owner. Cllr Verrill agreed to attend along with Cllr Garnett. It was requested to ask the Officer regarding contamination.

Cllr P. Brown made Cllr's aware of correspondence the Clerk had received before the meeting from a visitor to the village who had concerns about this footpath and others in the village.

1920/031 To note the Rocliffe and Westwick Neighbourhood Development Plan

The development plan was noted.

1920/032 To approve the following policies:

- **Amended standing order (Item 6.6)**
- **Code of Conduct**
- **Financial Regulations**
- **Statement of Internal Control**

Resolved to approve the policies. The Clerk confirmed she is currently updating all required policies and will be asking Cllr's to approve further policies at the next meeting.

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1920/033 Outcome of previous planning applications.

Reference Number	Brief Description and Location	Comments	Status
19/00392/FUL	Erection of agricultural shed Springfield House Mains Lane Bishop Monkton	Option A: No objections	Approved
19/00680/FUL	Erection of stable: Formation of riding arena Bishops Barn, Low Farm, Boroughbridge Road, Bishop Monkton	Option A: No objections	Approved
19/01199/FUL	Erection of a detached garage. (Revised Scheme). The Old Cowshed, Church Farm, Knaresborough	Option C: The Parish Council does not object to or support the application but has the following comments: The safety issues with the public footpath and reversing vehicles is a concern.	Approved
19/01214/OUT	Application for the erection of 2 No. Dwellings with Access, Layout and Scale considered. Land To East Of Victoria House, 4 Victoria Terrace, Main Street, Bishop Monkton	See below.	Current
<p>Option B: The Parish Council objects on the planning grounds set below: The access to the site is very narrow. Access to the Main Street from the site has poor visibility due to the current property's boundary wall. The current properties and track form part of the conservation area. Residential amenity for Victoria Cottage</p>			
19/01143/FUL	Demolition of existing garage and erection of two storey garage with living accommodation on the first floor. Tenon House, Hungate, Bishop Monkton	See below.	Approved
<p>Option C: The Parish Council does not object to or support the application but has the following comments: There is a possible lack of present parking. There would be an increase in parking on Hungate. There is concern about what effect the proposal would have on adjoining properties.</p>			
19/01631/PBR	Prior notification for conversion of agricultural building to form one dwelling with associated building works. Land Comprising Barn at Knaresborough Road Bishop Monkton North Yorkshire	See below.	Current

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Option B: The Parish Council objects on the planning grounds set below:
 Evidence has been given from a resident which shows that the land has been used previously for horses so therefore it is not 100% being used for agricultural. See Google Street View photos taken in 2011.
 The dimensions of the plan were questioned and whether a two- storey building is possible within the actual current structure without digging down or heightening.
 We question the visibility at the entrance.
 It is an accident black spot.
 It is a hazard for pedestrians as it is outside the 30mph zone, there is no footpath, no streetlights, there is a bad bend and the road narrows.
 The structural soundness of the building which is currently single storey.
 Concerns about the removal of the hedge and the effect on the wildlife. The barn forms no part of a larger agricultural unit.

19/01489/MENDS	Non-material amendment to allow partial render the front of the property, whilst rendering less of the rear / sides of the property of planning permission	Option A – No objections	Current
19/01535/PROWNY	NYCC consultation on diversion of footpath number 15.12/2. East Of The Bungalow Pottery Lane Littlethorpe Ripon	A response has been sent to Public Rights of Way. The Clerk will resend the documents to the planning department.	Current

1920/034 To consider the following Planning applications:

Reference Number	Brief description and Location	Comments
19/01489/AMENDS	Hutton House Hungate Bishop Monkton Non-material amendment to allow partial render the front of the property, whilst rendering less of the rear / sides of the property of planning permission 17/04087/FUL - Erection of single storey extension, demolition of games room and render to side and rear elevations.	The Clerk told councillors that this had been withdrawn.
19/01891/DISCON	The Red House Moor Road Bishop Monkton Approval of details required under condition 12 (landscaping) of planning permission 18/05274/REM - Reserved matters application for the Erection of 4 no. dwellings (Appearance, Landscaping, Layout and Scale considered) under Outline Permission 18/01912/OUT.	Option A – No objection
19/01707/FUL	Markenfield House 6 Harvest View Bishop Monkton Erection of sun lounge	Option A – No objection

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1920/035 To receive agenda items for the next meeting of the Parish Council.

- Village Hall and Pinfold rental information
- Speeding calming measure
- Benches in the village

1920/036 Chairman's remarks and correspondence

The publication of minutes was discussed. It was agreed that the Clerk would send the Draft minutes to all Cllr's and will give a week's deadline to add any comments. The Clerk ensured she would then upload the documents to the website.

1920/037 To confirm the date and time of the next meeting.

The next meeting is to be held on 20th June 2019 at 6pm.

Schedule of Payments

Chq No.	Payee	Date	Description	Total
Bank Transfer	Baytree Fencing and Landscaping	22/05/2019	To repair benches	£615.00
Bank Transfer	YLCA	22/05/2019	Councillor Training	£460.00
Petty Cash	R.Crabtree (Clerk)	22/05/2019	Stamps	£16.80
Bank Transfer	Yorkshire Accounts	22/05/2019	Payroll Fees	£36.00
				£1127.80

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