

Chairman: Councillor Mike Brown  
Clerk/RFO: Mrs Juvina Janik  
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## **Minutes of Hambleton Parish Council Meeting held Thursday 14<sup>th</sup> APRIL 2016 In the Chapel School Room at 7.30pm**

### 60/16 Present and Apologies

Cllr. Brown (Chair), Cllr. Burras, Cllr. Clarke, Cllr. Turner

Also in attendance:

Juvina Janik (Clerk), Melissa Mountford (newly appointed councillor to sign declaration at the beginning of the meeting)

Apologies were received from Cllr. Barnes

### 61/16 Declaration of interests

None declared.

### 62/16 New Councillor Melissa Mountford to sign declaration of acceptance of office and declaration of interests form

Mrs Mountford accepted office as a councillor and sign the Declaration of Acceptance of Office. A signed and completed Declaration of Interests form was passed on to the clerk who will submit the information to Selby District Council.

### 63/16 Approve and Sign the minutes of meetings held 10<sup>th</sup> and 31<sup>st</sup> March 2016

No amendments were requested for either minutes and therefore it was resolved to accept the documents. Cllr Brown signed them as a true record.

### 64/16 Attendees questions – 15 minutes

There were no attendees

### 65/16 Councillor's resignation letter

A resignation letter has been received from Councillor Tighe. He would like to remain involved and has offered his continued help on maintenance matters. It was proposed a letter of thanks should go to Councillor Tighe for his work for the council and his continued support, the motion was seconded, clerk to draft letter.

### 66/16 Clerk's report

- a) Confirmation of the completion of the Parish Council's voluntary first registration of the Cemetery has been received from Crombie Wilkinson, who will retain the plan and the deeds until completion of the remaining title application. It was proposed and seconded to send a letter of thanks to Mrs Millington for her continued work on this matter once the final registration is complete.
- b) Notice of Vacancy poster has been received from Selby District Council. It is to be posted from Friday 15<sup>th</sup> April and the deadline for application is 6<sup>th</sup> May.
- c) After a meeting with resident on Garth View, a number of issues have arisen:

The hedges bordering the path alongside Garth Drive Play Area need cutting back – the parish council believe this is not parish council maintained, clerk will look into the ownership and possible long term removal.

Play Area – No Ball games policy – older children are causing problems by playing ball games in the play area, balls are frequently landing in residents garden and have caused damage to conservatory and outside security light. It was resolved that a notice should go in the newsletter regarding the No Ball Games policy and why it is imposed.

A number of cases of Anti-Social behaviour including trespassing, pebbles being thrown and knocking on the door and running away – it was agreed that this is a police matter and the clerk will follow up with North Yorkshire Police.

#### 67/16 Finance

- Clerk read out the Annual Governance Statement. Councillors agreed with all statements and Councillor Brown signed the document as Chair. Clerk will complete section 2 ready to be signed in May and then forwarded to the internal auditor, Mary Farnham as previously agreed.
- The bank reconciliation for the year ending 31<sup>st</sup> March 2016 was read out along with the proposed figures for the summary of the Accounting Statement 2015/16 for Hambleton Parish Council, final document to be completed using those figures and clerk is to seek advice on the issue of the final total being £1 out due to rounding.
- The finance report was approved and April cheques were agreed and signed:

#### Bank reconciliation for March 2016:

Balance brought forward 29 FEBRUARY 2016			£	21,610.55
	DEBITS	CREDITS	BALANCE	
Expenditure				
	Less Cheques issued 10 MARCH 16	-£ 1,303.93	£	20,306.62
			£	20,306.62
Credits				
	NIL		£ -	£ 20,306.62
	TOTALS	-£ 1,303.93	£ -	£ 20,306.62
Yorkshire Bank statement dated 31 MARCH 2016			£	20,402.62
Minus one cheque not yet presented for £96.00			£	20,306.62

#### April Payments:

April 2016										
Date	Ref.	To	Details	Salary	Admin.	Maintenance	Misc.	Burial Authority	Total	VAT
		Bought forward								
14-Apr	2217	Juvina Janik	Clerk Salary	£ 475.93					£ 475.93	
14-Apr	2218	E S Trees	Hough Tree Felling			£ 700.00			£ 700.00	
14-Apr	2219	Mr Jiggins	Amenity Officer (Monthly)			£ 175.00			£ 175.00	
14-Apr	2220	Selby District AVS	Newsletter Printing				£ 293.80		£ 293.80	
14-Apr	2221	J. M. Brown	Flagpole rope reimbursement			£ 16.67			£ 20.00	£ 3.33
14-Apr	2222	Zurich Municipal	Insurance to 31.3.2017		£ 1,227.15				£ 1,227.15	
14-Apr	2223	BCW Office Products	Rec Field 'No dogs' sign			£ 107.00			£ 128.40	£ 21.40
14-Apr	2224	SDC	Commercial Waste Contract			£ 502.49			£ 502.49	
		Carried forward	To May 2016	£ 475.93	£ 1,227.15	£ 1,501.16	£ 293.80	£ -	£ 3,522.77	£ 24.73

#### 68/16 Review of Standing Orders

Cllr Barnes had started work on reviewing these items, it was agreed to postpone the discussion until Cllr Barnes returns after illness.

### 69/16 Finalise arrangements for the Annual Parish Meeting

It was resolved to hold the Annual Parish Meeting on Thursday 5<sup>th</sup> May at 7pm at The Village Hall if possible. The Parish Council AGM will take place on Thursday 12<sup>th</sup> May at 7pm, in the Methodist Chapel School Room for the election of chair and the Ordinary Parish Council meeting for May will follow at 7.15pm.

### 70/16 Responses from letters sent requesting improved road safety

A number of responses have been received, and have explained they would forward the letter on to David Bowe, Corporate Director of Business and Environmental Services (encompassing Highways and Transportation). Mrs Janik has already sent the letter to Mr Bowe and Mr Mason (head of Highways and Transportation), but this confirms where future correspondence should be directed. It was agreed to wait for a response and to contact them if nothing is heard in advance of the next meeting on 12<sup>th</sup> May. In addition to letters being sent out, Cllr Clarke posed the question of a pedestrian crossing to the panel at the Southern CEF meeting and it was suggested the parish council could seek funding, or the implementation of a solution, from the developers of the large housing development to be built on the North side of Main Road.

### 71/16 Planning

a) Applications to be discussed:

i) 2016/0240/FUL – Proposed erection of a farmhouse to replace existing mobile home – Oaklands Farm, Leeds Road, Thorpe Willoughby – *NO OBSERVATIONS TO BE MADE*

b) Notices of Decision:

i) 2014/1307/FUL – Erection of wind turbine measuring 77.9m, 25 year operation and subsequent decommissioning – Oak Tree Farm, Selby Common, Selby – *REFUSED*

ii) 2016/0073/HPA - Proposed 2 storey rear extension – Mulberry Cottage, 33 Chapel Street, Hambleton – *GRANTED*

iii) 2015/0257/OUT – Demolition of existing farm buildings and outline application with all matters reserved, apart from access, for residential development and the change of use of land to extend the existing school – *REFUSED*

### 72/16 Correspondence

Cllr Mountford had requested a number of items of correspondence. A number of pieces of correspondence are agenda items and will be discussed accordingly.

### 73/16 Village Maintenance – matters requiring action

- a) A volunteer has offered to assist with the opening and closing of the Garth Drive Play Area following a number of instances where the park has not been opened. Clerk to arrange new keys, including spares to be cut, and allocate a set to the new volunteer and confirm the schedule that all keyholders should be working to.
- b) Following a request for a dog waste bin to be positioned in the small layby on the south side of the A63 Selby bypass where it crosses Field Lane, it was proposed and seconded that a bin be requested from Selby District Council for placement.
- c) Following an email requesting the repair of the bench on Gateforth Lane, at the top of The Meadows, it was suggested the offer of maintenance of this kind from a village volunteer should be accepted. The cost incurred would be for any necessary materials only.
- d) Following an email from a resident of Chapel Court requesting the sole street light in the court be left on overnight for residents' safety and security, it was agreed the clerk would write to NYCC to ask for this light to remain on overnight.

- e) Highway Maintenance: Chapel Street junction with Main Road, pot holes to be filled. Station Road, near the Old Police House, pothole

74/16 Community Safety Point

Vehicle Activated Signs are up but the road works are interfering with the impact, NYCC have agree to give 4 free weeks at the end of the scheduled programme to compensate.

Path along St Mary's Church needs resurfacing – contact Selby District Council as it is access for their tenants, they may have a moral duty to ensure it is safe to use.

75/16 Newsletter items to be included in June/July

There has been an overall positive response to the new newsletter layout, although a small number of errors have been pointed out and will be resolved for the next issue.

- Dog fouling reminder
- A possible Wanted/For Sale column – free to post
- No Ball Games in the Park notice

76/16 MEETING WAS CLOSED at 21.30

Signed: \_\_\_\_\_ Date: 12<sup>th</sup> May 2016