

CROPTON PARISH COUNCIL

Minutes of the Council Meeting held on 16 July 2018

Present: Tony Warnock-Smith (Chair), Annie Monkman, Moira Taylor, Richard Maher,
Melanie Bailey.u

1 WELCOME

TWS welcomed everyone to the meeting and in particular Melanie Bailey for her first meeting.

2 MINUTES

The minutes of the meeting of 21 May 2018 were approved. The Parish Council had received a request for a correction to the minutes of the 23 April meeting in which Planning Application 18/0005 (Moorlands) was discussed and the development referred to as a "garden room" and should have referred to a "garden shed". Agreed retrospectively to correct the minutes of 23 April accordingly.

3 MATTERS ARISING

None.

4 PLANNING MATTERS

- i. A Monkman and M Taylor reported on the NYMNPA Parish Training meeting which they had attended. It was noted that there was to be a new local plan for national parks to which the Parish Council would be invited to submit comments in due course.
- ii. Concern had been expressed that in connection with NYMNPA applications the on-line reviewing facility made it difficult to see the details of the proposed development. AM reported that it was now clear that although the on-line applications were open to the public to view, it would be sensible to establish for the Parish Council its own access portal which would be open to members of the Council and would require only a single email address. It was agreed that that would be a sensible facility for the Parish Council and that the Chair and AM be authorised to seek IT advice for that purpose along with the website improvement project referred to below and to permit an accessible record of planning consultation decisions made historically by the Parish Council. AM TWS
- iii. The following interim decisions were ratified:
 - NYM/2018/0127/FL Cropton Cabins
 - NYM/2018/0199/FL Larchwood House
 - NYM/2018/0266/FL Peat Rigg
 - NYM/2018/0238/FL High Muffles
 - NYM/2018/0366/FL Elleron Lodge.
- iv. Applications 17/0126 and 17/01207 in respect of Holme House were considered and a no objections decision was made which RM was asked to convey to the planning authority.
- v. RM reported that the applications concerning Cropton Cabins, Larchwood House and Peat Rigg had been approved by the planning authority while the others were still pending. It was also noted that application 18/00005 (Moorlands) had been approved.

5 GOVERNANCE

- i. The Chair confirmed that the Annual Governance and Accountability Report (including the Certificate of Exemption) for the year ended 31 March 2018 approved at the last meeting had been duly submitted to the external auditors by the due date and the Notice of Public Rights had been posted on the Notice Board and the website. The exercise period for public rights would run from 2 July to 10 August 2018.

- ii. Melanie Bailey was welcomed as a newly co-opted member of the Parish Council and duly signed the formal Declaration of Acceptance of Office.
- iii. Members reported concerns about the current state of the Parish Council's website including its content, style and presentation, the uploading of agendas, minutes and other governance documents, its security and more generally. Some year-end documents and minutes were thought to be missing or incomplete and it was agreed that correction was necessary. Agreed, therefore, that the Chair and AM would seek appropriate IT specialist advice for that purpose and report back. Agreed also that members would send to RM minutes or agendas which had so far not reached the website.

TWS,
AM

6 FINANCE

- i. Accounting statements dated to 16 July were presented by RM and approved.
- ii. Agreed to authorise the purchase of grass cutting services from M Aconley in the sum of £200 and to authorise payment thereof. It was confirmed that with that payment all current grass cutting services had been duly authorised and paid for and that there was none outstanding.

RM

7 ANY OTHER BUSINESS

- i. A complaint had been received about speeding traffic in the High Street in the village. Agreed that members would take informal soundings to seek to gauge the incidence of speeding and the extent of concerns in Cropton.
- ii. Consideration was given to the possible installation of one or more signs at the bottom of Back Lane to deter its use by vehicles (probably due to incorrect satellite navigation.)
- iii. Agreed that the areas surrounding the war memorial benches would be strimmed to ensure their maintenance, visibility and usability during the summer months. MB volunteered to look after the two benches on High Lane (MT undertook to clear with Mrs Sellars that the encroaching hedge could be cut back) and TWS to deal with the bench on Cropton Bank.
- iv. Agreed that oversight responsibilities for Parish Council activities be divided as follows:
 - Finance Annie Monkman
 - Planning Melanie Bailey
 - General Purposes Moira Taylor
 and that RM as the Clerk would consult with the respective responsible Parish Council member on all matters and tasks within each remit in order to share more broadly the workload and to increase transparency on allotted tasks.
- v. RM reported that following his complaint to the Highways Authority pot holes in Cropton Lane had been repaired.

All

MB,
TWS

8 NEXT MEETING

24 September 2018.