

# CROPTON PARISH COUNCIL

Minutes of the Council Meeting held on 8 April 2019

Present: Tony Warnock-Smith (Chair), Annie Monkman, Moira Taylor, Richard Maher (Clerk)

Visitor: Mr. R Aconley.

## 1 WELCOME

TWS welcomed members and Mr. Aconley to the meeting.

## 2 APOLOGIES

Apologies were received from Melanie Bailey and her absence was approved.

## 3 MINUTES

The minutes of the meeting of 28 January 2019 were approved with revisions to minute 5 (Governance) proposed by A. Monkman.

## 4 DECLARATIONS OF INTEREST

There were no declarations of interest.

## 5 MATTERS ARISING

- i. AM reported that the on-line portal for planning consultations was in the process of being set up and she was working with the planning authorities. She noted that proposed development plans were not always legible being too small and not enlargeable and that would need to be addressed with the authorities concerned. MB
- ii. AM reported that the Parish Council website was now almost fully updated and that the 2017 and 2018 minutes, agendas and other governance documents were in pdf format with a uniform file naming convention in effect. There was only one document currently missing which was the Annual Governance and Accountability Report for 2018 which RM agreed to provide. RM
- iii. TWS agreed to circulate the details and costs of the proposed new bin for the well area. TWS
- iv. No action had yet been taken concerning HGV parking on Cropton Lane and TWS agreed to follow up the agreed action. TWS
- v. RM undertook to follow up the approach to the Highways Authority on the concerns about the junction of Cropton Lane at the chestnut tree green. RM
- vi. TWS was to chase up the proposal to place a warning notice in respect of Back Lane. TWS

## 6 PLANNING APPLICATIONS

- i. Resolved to ratify the no objections decision on 19/00085/HOUSE (Northcote).
- ii. Resolved to ratify the no objections decision on the revised plans for 18/00115/FUL (Prospect Farm).

## 7 PLANNING

Mr. Aconley was invited to describe the background and issues which as the owner of a neighbouring property he had with Prospect Farm application. He was to attend and address the meeting of the Planning Committee at which the application was to be considered the following week. Concerns were expressed in the light of Mr. Aconley's description of events that the control of the development may be under question. Resolved that the Parish Council would write to the planning authority seeking reassurance that all of the issues raised would be fully considered. RM/TWS

## 8 COUNCILLORS' MATTERS

- i. Resolved that AM would respond to consultants offering playground services. AM
- ii. Resolved to invite Ryedale Community Transport to attend a future meeting to explain their activities and services. AM
- iii. The notices from Ryedale District Council about the forthcoming Parish Council elections on 2 May were noted and, in particular, that all members had been elected uncontested. Members noted the obligations to file a record of election expenses and to complete the register of interests form on-line. TWS agreed to check the deadlines for the completion of those forms and circulate them. TWS also agreed to produce the formal acceptance of office declaration to be completed at the next meeting. TWS
- iv. Resolved to post on the notice board a notification form the NYMNPA concerning appointments to the management board for the southern Area. RM
- v. It was noted that Mr. Brian Hyland had assumed responsibility for the maintenance and administration of the village defibrillator but was looking for a volunteer to support him. Resolved that Mr. Aconley be asked to publicise the fact and location of the defibrillator on the GoCropton website and to include a note about the request for a volunteer to assist Mr. Hyland. Resolved also to authorise the procurement of maintenance and repair materials and spares up to £50 for each procurement. TWS

## 9 FINANCE

- i. Resolved to authorise payment of £41.99 to AM as reimbursement for the authorised purchase of a hard drive for planning archive purposes.
- ii. AM presented interim accounting statements for the year to date. The final statements for the full financial year would be presented at the next meeting.
- iii. The budget for the next financial year would be presented at the next meeting for approval.
- iv. Resolved to ask Mr. V. Worrall to act again as the internal auditor and to agree the process and timing to ensure all work was completed by the next meeting to permit the year end processes and documentation to be completed. TWS agreed to circulate a note of the year end requirements check list. RM  
TWS

## 10 NEXT MEETING

The next meeting would be on Monday 20 May 2019.