

**MINUTES OF THE ORDINARY MEETING
OF SUTTON UNDER WHITESTONECLIFFE PARISH COUNCIL HELD ON
MONDAY 10TH APRIL 2017 AT 7.15 PM IN SUTTON VILLAGE HALL.**

Present: Cllr. Artingstoll, Cllr. B. Carney, Cllr. J. Dickinson, Cllr. A. Pollard, Cllr. G. Thomas and Cllr. C. Worley, attended the meeting, along with one member of the public. District Councillor. R. Baker and County Councillor G. Dadd were in attendance for part of the meeting.

The Chairman, Cllr. Artingstoll welcomed everybody and introduced Mrs. Therese Hill who had expressed an interest in becoming a Parish Councillor.

17.053 There were no apologies for absence.

17.054 There was no report from NY Police, probably because of an ongoing incident.

17.055 Declaration of interest in items on the agenda. None.

17.056 The minutes of the meeting held on March 13th 2017 were approved and signed.

17.057 Hambleton District Councillor Bob Baker reported that there had been an 80%+ uptake for green bin registration. He confirmed that the North Northallerton project had commenced. The Make a Difference Fund had donated £5000 to each of the five Volunteer run libraries in recognition of the voluntary support given. The rates applications were in hand and whatever the outcome, the financial security of the libraries was assured for the next two or three years.

All green bins which had been put out, would be emptied at the beginning of April regardless of the status of their registration. Thereafter only bins with the registration tag would be emptied.

Cllr. Baker had spoken to Paul Staines regarding problems with the lack of some bin emptying in the village and it was hoped that the problems had been resolved.

17.058 County Councillor G. Dadd had been returned unopposed in the forthcoming County Council elections.

Although the Sutton Bank Information Board for York Road had been paid for it had not yet been erected.

Will Naylor from the MPs office was in discussion with Highways England about improved signage on the approach roads to the A170.

A village resident had fallen on the rough surface of the road outside the village hall and damaged her wrist. Cllr. Dadd would bring the matter to the attention of Highways Area 2. Requests for repairs had been turned down in previous years.

17.059 Clerk's Report. See notes below.

17.060 Financial Matters. Balance in Bank as 31 March 2017. £1283.37

The internal control report from Councillors, dated 28th March 2017 had been received and the contents were noted.

Income: VAT request for £441.08 has been submitted.

Transparency Fund £292.91 approved.

Payments:

Payment of Clerk's wage for April 2017, £84.96 Chq. 398. Approved.

Payment to Clerk for Travelling Expenses. 2 x return. £11.70. Chq.399. Approved.

Payment to YLCA for Membership. £123.00. Chq. 400. Approved.

Payment to IC de Wet for paper for Defib. Newsletter. £3.25. Chq. 401. Approved.

Payment to IC de Wet for stamps. £16.50. Chq. 402. Approved.

Arrangements for Internal Audit were confirmed for External Audit Documentation to be approved at the meeting on May 8th.

17.061 Planning Matters:

Decision. 16/02744/FUL Water Hall Farm camping cabins. Approved.

New Application. 17/00296/FUL Conversion of studio/store to self-contained granny annexe at Meadow Lodge. Wish to see approved with a condition that it would be used for family use only.

17.062 An update from the Traffic Management Sub Committee confirmed that the PCCs office was in discussion with Highways England about possible advice to HGV drivers to avoid Sutton Bank.

Concern was noted about Police Control Line 101 delays.

17.063 Cllr. Pollard gave an update regarding the Defibrillator Scheme. The awareness sessions had been very successful and were well received by 30 members of the public. Cllrs Artingstoll and Pollard would shortly meet with the electrician and the Whitestonecliffe Inn Landlord to discuss the installation of the cabinet. A letter of thanks would be sent to the instructors and the Council expressed sincere thanks to Cllr. Pollard for her hard work in obtaining the defibrillator for the community. An invoice from the Village Hall would be requested so that a full report could be sent to BHF.

Money donated during the awareness sessions was counted and it was agreed that the £31 collected would be increased from PC funds to £50.00.

It was decided to combine a future refresher session with a regular coffee morning. The DVD was available for public use and had been advertised as such.

Equipment storage was arranged.

The code to access the defibrillator cabinet would be included in the next village newsletter.

17.064 Cllr. Dickinson gave an update on progress of the Community Emergency Plan, (CEP). The Clerk was requested to write to the Chairman of the Village Hall to start discussions on how the Village Hall Committee and Parish Council could work together to implement such a plan.

17.065 The updated Complaints Procedure was approved.

17.066 An update on Village Spring Clean was given by the Chairman. Cllr. Worley was thanked for painting the railings on the battlements. White plastic marker posts had been cleaned and it was noted that the village name sign on Thirlby Road was in need of replacement.

17.067 To request NYCC to repair road outside village hall. This matter was dealt with in Item 17.058.

17.068 The Chairman reported that the PC computer security system had expired and had been replaced by a Norton package, courtesy of the Chairman.

17.069 To agree items for the next meeting's agenda, May 8th 2017. This will also be the Annual Parish Meeting and The Annual Meeting of the Parish Council.

- Cheque for plants to Sutton Hall.
- Request a no through route sign for cul de sac.
- Co-option of new Councillor.
- Approval of Accounts.
- Reports from Chairman and from Village Hall Committee.
- Response from Village Hall Committee regarding their CEP involvement.
- Payment to Village Hall for Awareness Sessions.
- Forward money collected from Awareness Sessions £50.00 to BHF.

Clerk's Report.

Countryside Access Footpath Criteria questionnaire. Council response sent.

HDC Parish Liaison Meeting. Cllrs. Carney and Pollard to attend and the Clerk.

Smaller Councils Transparency Fund Request for £292.91 approved. IT costs £99.95, £115.76 for staff costs and £77.20 for Clerk's website training.

Change of name of property. Stone Lea to be known as Old Oak Cottage.

The Council was requested to consider the binding of old minutes and was given permission to approach a couple of local companies. Consideration would be given in future to archiving old minute books.

Correspondence.

Response from NYCC re Government Funding spent in N. Yorkshire.

External Audit Documentation to be completed and returned by 12th June 2017

YLCA -Notice that New Governance and Accountability Document published for 2017.

T. Hill. Letter of expression of interest in becoming a Parish Councillor.