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| **Thorp Arch Parish Council**  Draft **Minutes Monday 13th April 2015**  **Present:** **Cllrs:** S. Humphreys (Chair), M. Smyth,  G. Duxbury, D Tyrer, R. Brace  **In Attendance:** T. Wormley (Clerk)      **1. Apologies for Absence**  None  **2. Declaration of prejudicial/personal interests**  None  **3. Police Report**  Police absent.  **4. Minutes of the last meeting** held on Monday 16th 2015, having been circulated to all members, were **agreed** as correct.  **5. Matters Arising from the Minutes**  No matters arising from the minutes.  **6. Correspondence**  Reply from David Newbury – discussed.  Response from Highways re planned maintenance – Church Causeway to be included on Annual Planned Maintenance programme.  Precept received.  Parish Boundary Review – no reply from Walton. Clerk to chase. Graham Duxbury (GD) to check whether boundary has changed yet.  Andrew Dickenson unable to attend Annual Parish Meeting.  Request for dog waste bin from Village Society – Clerk to contact John Woolmer and reply to Village Society re locating a bin in Thorp Arch. GD agreed to photograph area for location of bin, then forward to clerk.  Crime Prevention Panel – looking for new members. Sheila Humphreys (SH) to display advert on notice board  Colin Sanderson – Water leak on The Green. Yorkshire water contacted. Permission given for excavation of The Green to repair the leak  **7. Listing of War Memorial**  SH suggest that the Parish Council consider having the War Memorial listed. Historic England are running workshops on how to apply for listing in July this year. It was agreed that the clerk should attend, as the Parish would like a number of buildings in Thorp Arch listed. SH to provide dates of the workshops.  **8. Welcome Pack**  The Village Society have suggested reintroduction of the Welcome Pack. This use to be undertaken by the church. Following a discussion, the Council agreed that this should be the responsibility of the Village Society. It was further suggested that perhaps a committee member (of the Village Society) could visit new residents with the pack. The Woodland Community Association could also be involved in distribution of the pack to new residents in their area. Clerk to respond to Village Society.  **9. Elections**  There has been 6 nominations for 5 places this year, which means there will be a contested election. Both Sheila Humpreys and David Tyrer are standing down. A motion of thanks was passed for their dedication and commitment to Thorp Arch and all the work they have undertaken for the Parish Council.  SH will remain as Chairman until the Annual Meeting, at which she will preside until a new Chairman is elected.  It was suggested that the subject of an increase in number of Councillors for Thorp Arch should be put on the agenda for next month.  **10. Transparency Code**  The clerk reported that new rules from the Transparency Code now meant that any spend that the Council makes over £100, must be publicised on the website. Although parish councils already do this through the minutes, this will no longer be acceptable. The new ruling commences from this April. Clerk to seek further clarification on the matter.  **11. Annual Parish Meeting**  The Annual Parish Meeting will take place on Monday 20th April 7.00pm at the school. The minutes and agenda for the meeting were circulated. GD asked for his apologies to be recorded at the meeting.  It was suggested that the Neighbourhood Plan exhibition boards and materials were displayed at the meeting.  **12. Site Allocation Consultation Process**  GD reported that he had contacted David Feeney about the current status of the review on Employment/Housing allocation for TATE/Headley Hall. David Feeney replied that the City Council are hoping to report to the Development Panel on 20th May or 16th June.    **13. To review the TATE Planning Application and Responses**  GD reported that the latest document entered on LCC Public Access System on the 31 March 2015, is the Site-wide Preliminary Site Investigation Methodology Issue 5, dated March 2014, and covering letter from WYG of the 19 March 2015.  The document appears to be a re-presentation of that already submitted, and entered on the Public Access System on the 13 May 2014. The covering letter refers to the document being "updated as a result of a technical objection raised in February 2014 principally due to the fact that we are proposing a phased approach to the site investigation. The main change is that all site investigation works will be carried out before any development commences".  The document however fails to address further points raised to the previous submission by "LCC Contaminated Land Consultation Response" dated 21 May 2014.  The proposals also indicate a general site scrape (Confidence Scrape) "on all residential areas and/or open space land with regular and unrestricted access".  GD also reported that a ‘heronry’ had been discovered in woodland behind the prison.  Herons nests are protected during the breeding season. TAG made has made contact with both the RSBP and the planning department to inform them about the nest.  **14. To receive an update on the Neighbourhood Plan**  The Neighbourhood Plan group held another exhibition on Saturday 21st March at ‘The Pax’ from 11.00am – 1.00pm. Feedback was generally very positive. There were 27 attendees, of which 16 were from the Woodlands/Rudgate area, and 25 completed the survey. Those who completed the survey were virtually unanimous in supporting the Steering Group's proposals.  The steering group have suggested that the Parish Council agreed a £5000 donation in 2012. The clerk has been unable to find evidence of this in previous Parish Council minutes. It was agreed that the clerk would continue to investigate the matter and report back at the next meeting.  It was agreed that noticeboards bought for the exhibition should become property of the Parish Council. Clerk to add then to the inventory.  **Resolved:** To take ownership of the neighbourhood plan noticeboards and enter them on to the Parish Council inventory.  A meeting with the prison to discuss the cycle path will be held on Tuesday 14th April at 10.00am. Concerns about the state of land around the prison will also be raised with the prison governor.  **15. Planning matters**  Ref: – No: P/15/01289/FU/NE – 7 The Village – Two storey side/rear extension including new driveway with vehicular access, drop kerb and porch to front – No objection  Ref. No: 15/01797/TR – 20 Walton Chase – Works to trees with a TPO – Removal of Ivy clad branches overhanging into 20 Walton Chase. Object to the tree branches being removed unless the Tree Officer considers them to be unsafe and recommend that the ivy be removed from the branches and the tree and those adjacent.  **16. Financial matters**  David Spurr has agreed do the internal audit for last financial year.  **Resolved:** To pass the following accounts for payment:  Central Garage – petrolfor mower (credit) (£13.32)  YLCA membership £270.00  Neighbourhood Plan – exhibition materials and equipment £650.00  Neighbourhood Plan – publicity leaflet £150.00  Neighbourhood Plan – Pax, refreshments £25.00  **17. Minor items and items for next agenda**  Minor Items: SH is to meet with Jessica Hodgson from Environmental Services about the leaf sweeping on Church Causeway.  Items for next agenda: Increase in number of Councillors for the Parish Council.  Date of Next Meeting: Monday 13th April 7.00pm at the Church.  **The minutes are draft until agreed at the next Parish Council Meeting**   |  |  |  |  |  | | --- | --- | --- | --- | --- | |  |  |  |  |  | |  |  |  |  |  | | Signed: |  |  |  |  | | Date: |  |  |  |  | |  |  |  |  |  | |  |  |  |  |  | | **ACTION**                    **Clerk/**  **GD**      **Clerk/**  **GD**    **SH**        **SH**    **15/38**    **Clerk**                  **Clerk**            **SH**      **15/39**      **Clerk** |