

**Draft Thorp Arch Parish Council
Minutes Monday 22nd May 2017
Annual Meeting**

Present: Cllrs: J. Richardson (Chairman), G. Duxbury, A. Crooks, M. Smyth, A. Rodger

In Attendance: T. Wormley (Clerk)

Others: PCSO Chris Barret

1. Election of Chairman

John Richardson was nominated by Graham Duxbury (GD) and selected as Chairman by unanimous vote.

Action

2. Apologies for Absence

None

3. Declaration and Review of Prejudicial/Personal Interests

None

4. Police Report

PCSO Barret reported two crimes for April: one on The Green – car keys stolen from the house and vehicle driven from the property, and a burglary from a warehouse on Walton Road.

The police will be monitoring traffic on the day of the cricket testimonial match at TABS on 19th August.

5. Minutes of the last meeting held on Monday 10th April 2017, having been circulated to all members, were **agreed** as correct.

6. To accept the minutes from the Annual Parish Meeting held on 24th April 2017 having been circulated to all members, were **agreed** as correct.

7. Matters Arising from the Minutes

None

8. Election of Vice-Chairman

Graham Duxbury unanimously elected as vice-chairman.

9. Correspondence

- Response received from Tim Hill
- Draft Boston Spa Submission – consultation now closed
- Letter received from Chair of Governors re future lettings
- YLCA Branch Annual Meeting – Tuesday 7th June – 7.30 Horsforth Town Council.
- Safer Roads Conference – Hull 25th September. AD volunteered to attend.

AD

10. Parish Development Matters

Neighbourhood Plan

Notice of Regulation 16, the publicising of a neighbourhood plan, has now

been advertised by LCC and runs from 24th April to 5th June 2017 . Rosemary Kidd has been appointed as the independent examiner and will commence her duties during early July.

Next steps:

- Regulation 16 publicises the Plan proposal and seeks comments from those who live, work or carry out business in the Thorp Arch Neighbourhood Area and any consultation body referred to in the submitted consultation statement.
- The independent examiner is appointed to review whether the Plan meets the Basic Conditions required by legislation and recommends whether the Plan should proceed to Referendum.
- LCC considers the report and establish that the Referendum Plan meets the Basic Conditions, which will then proceed to Referendum.
- A Referendum on the Thorp Arch Neighbourhood Development Plan will then be held.

Clerk

TATE

No further developments. Although the Parish Council is **not** a Rule 6 Party in their own right, they fully support TAG who has Rule 6 status through the active participation of the Chairman and Vice Chairman.

HCA Application 16/03692/OT

Application has been revised and will remain supported but with the proviso that no access should be made from the development onto adjoining land.

Site Allocation Consultation Process

Now with the inspector and awaiting decision.

KCS Development

KCS have requested a meeting with the Parish Council to discuss their development proposals for Wetherby. The Council decided against a meeting until the outcome of the inspector's report for the SAP is decided. Clerk to notify them.

Clerk

Planning Matters:

Ref. No: 17/02290/FU – single storey extension with canopy to side - 2 Mulberry Garth. **Support**

Ref. No: 17/01350/OT – Outline planning permission for circa 874No. dwellings – Rudgate Village Thorp Arch Estate. **Previous objections carried forward**

Ref. No: 17/01205/LI – Listed Building application for flood protection works - 1, 2, 3, 4, 5, 12, 14 And 15 Thorp Arch Mill, Mill Lane. **Approved**

Ref. No: 17/02122/COND – Consent, agreement or approval required by condition 15 of Planning Application 16/04814/FU - Thorp Arch Grange Walton Road. **Approved**

11. Parish Projects

Parish map

Application unsuccessful. Will now research other funding sources.

AR

Environmental project

Still awaiting outcome of application. JR to chase.

JR

War Memorial

Original application not received. Has now been resubmitted. A response is expected within 10 weeks. A photograph of Thorp Arch memorial is now on

the War memorial website.

12. Community Participation Report

Cricket ground lease and support for TABS

JR and GD met with Richard West and Roland Blackburn to discuss issues affecting the cricket club, following Adam Gough's presentation at the Annual Parish meeting.

JR/GD

Future use of school

JR is to organise a meeting with the Chair of Governors and other interested parties to discuss future use of the school. JR to report back to Cllrs.

JR

Review of website

It was agreed that the Clerk and AC will review and update the website.

Clerk/AC

To select two Cllrs to attend YLCA branch meetings

AR and JR selected.

AR/JR

Outer North-East Forum report

JR gave a verbal report to the meeting. It was agreed that AR would contact Ward Cllr Matthew Robinson (Harewood Ward), and provide him with Thorp Arch Highways issues. Cllr Robinson keeps a record of Highways issues and follows them up with LCC.

AR

13. Infrastructure Report

Highways and footpaths

Upgrading of Wood Lane now completed.

Sustrans cycle route

AR has met with Sustrans regarding the cycle route to Newton Kyme.

Sustrans have the lease on the route for only 10 more years so this makes it difficult to fund. The PC agreed to support the project but not financially.

AR to maintain contact and advise of progress.

AR

14. Financial Matters

Gardener's pay rise

The PC agreed to increase the gardener's hourly rate in line with the average weekly earnings index. His rate will be increased by 0.16 pence.

Resolved: to increase the gardener's hourly rate in line with the average weekly earnings index.

Internal Audit

The internal audit has been completed and all is correct and in order. The council approved the internal audit.

Resolved: To approve the internal audit of accounts.

Annual Return

The Annual Return was approved by the Council and signed.

Resolved: To improve the Annual Return

Donation to Causeway

It was agreed to donate £250.00 to Causeway following information from the treasurer regarding their accounts.

Resolved: to donate £250.00 to Causeway.

Internet banking update

JR and Clerk are to meet with Diane Brown, an experienced auditor and parish clerk, who can advise on implementing internet banking for parish councils.

JR/Clerk

Accounts for payment this month:

YLCA – Good Cllrs Guide	£24.49
A Rodger – Cllrs expenses	£139.04
Clerk’s monthly remuneration	£292.00
Clerk’s expenses	£28.90
T Wormley (Clerk) – photo-copying for APM	£75.00
A1 Press LTD – Neighbourhood Plan	£245.00
Ruralis – Neighbourhood Plan Consultant	£1000.00
D Spurr – Internal audit	£50.00
D Wardman – Repairs to lawn mower	£62.08
Came and Company – Insurance	£587.41

15. Minor items and items for next agenda**Minor Items:** None**Next Agenda:** None

16. Date of Next Meeting: Monday 12th June – 7.00pm at Lady Elizabeth Hastings School.

The minutes are draft until agreed at the next Parish Council Meeting

Signed

Date