

ALLERTHORPE PARISH COUNCIL

**Unconfirmed Minutes of the Parish Council Meeting (No 172) held in the
Village Hall
on Monday 29th July 2019 at 8.00pm**

Present:

Laura Brennan	Chair
Andy Peters	Vice Chair
Bev Butler	Parish Councillor
Debbie Forster	Parish Councillor
Noel Brennan	Parish Councillor
Clare Metcalfe	Parish Councillor
Angela Batty	Parish Councillor
Jane Smith	Clerk
Leo Hammond	Ward Councillor

1 member of the public

172.1 Apologies and Welcome

No apologies.

The Chairman welcomed those present.

172.1a Pre-meeting submission by parishioners in attendance:

None.

172.2 Declarations of pecuniary and non-pecuniary interests, including any dispensations of pecuniary interest:

None

172.3 To confirm minutes and notes of the previous meeting

The minutes of meeting 171 held on 25th May 2019 were accepted as a true record, proposed by Mrs Butler, seconded by Ms Forster and signed by the Chair.

172.4 General Information/Correspondence

- a. Community Projects for Young Offenders. Ideas were put forward such as painting the Village Hall windows and doors, removing weeds from the car park, removing weeds from the paths going out of the village. The Clerk will reply.
- b. Western Parishes Liaison Group. The clerk went to the last meeting and reported that useful information was gained from other town and parish councils in the local area. Councillor Hammond explained that Councillor Stathers had set up these meetings and in the future it is hoped that speakers will be booked.
- c. Parish Council Planning Liaison Meeting. The Clerk has received Notes from Town and Parish Council Meetings in the form of Q & As, including notes on planning enforcement . Please ask if you would like a copy.
- d. Good Councillor Guides. It was agreed that the Clerk will order 2 Good Councillor Guides for general use by the Parish Council.

172.5 To Agree Finance

a. Current Financial Position:

i. Transaction Reports, receipts and payments from 20.5.2019 to 21.07.2019

Eight payments were confirmed totalling £256.60. One was a replacement cheque for one that hadn't been cashed within 6 months.

Two receipts were confirmed totalling 5,151.70: VAT was claimed back for the last 2 years; a grant from Groundwork UK for £3,645 was received for Neighbourhood Plan expenses.

ii. Summary of Receipts and Payments

The Clerk showed Councillors the report, where all cost centres and codes are itemised separately, along with their budgeted figure.

iii. Bank Reconciliation

The current bank balance stands at £23,800.11, and this agrees with the accounts reconciliation figure.

iv. Further Payments to Consider

Ms Forster presented the following invoices for legal advice regarding the sewer:

DWP	£720
Walton & Co	£800
Peter Duffy	£330
Allerthorpe Village Trust	£600

All invoices were proposed and seconded by members of the Council and unanimously agreed.

v. Asset Register

One new item, an office quality shredder, has been added to the register.

b. To agree allocation of funds from budget:

After previous discussions with Ms Forster, the Clerk has allocated budget amounts to each cost code. Contingency codes are: Legal Expenses - £3,000; Village Hall Building Fund - £10,000. The total budget figure is £22,995, which is close to the current bank balance. Members of the Council were in agreement with this.

c. Update on changing bank account signatories:

The Clerk reported that the signatories on the Barclays Bank account have now been changed, and are now the Clerk, Mrs Brennan, Mrs Butler and Mrs Metcalfe. The Clerk is now able to check the bank balance online. A debit card has been requested to facilitate online purchases.

172.6 To allocate further council responsibilities

- a. Emergency Plan. Mr Peters has been doing some work on this. Mrs Batty will look at the details of the previous Emergency Plan and report back at the next meeting.
- b. Code of Conduct. The Clerk sent out a model code of conduct to Councillors prior to the meeting. She reported that she has since found a more suitable model that she will send out. It will be discussed at the next meeting.

172.7 Planning

- a. To consider applications since last meeting.

- (i) 19/30252/CONDET Submission of details required by Conditions 2 (soft landscaping), 3 (above/below ground services), 4 (tree protection measures) and 5 (discharge of surface and foul water). *Pending*

b. To receive decisions since last meeting.

(i) 19/01052/PLF Change of use from private living space to bed and breakfast accommodation. The Plough Inn. *Approved 12/07/19.*

(ii) 19/01146/PLF Erection of single storey extension to rear, detached garage with office space above and creation of new vehicular access. Fir Tree Cottage, Main Street, Allerthorpe. *Approved 27/06/19.*

(iii) 19/00915/PLF External alterations to existing warehouse unit to create office, creation of additional car parking spaces and siting of temporary welfare unit. Phoenix Software. *Approved 16/07/19*

(iv) 9/00238/STPLF . Laying of private sewer to serve holiday park permitted by APP/E2001/W/16/3151708 at Allerthorpe Golf and Park Retreat. *Deferred until 8th August ERYC planning committee meeting.*

(v) 9/005586/STPLF Hybrid application consisting of Full Planning Permission for:
a) Change of land use for siting of an additional 75 holiday static caravans;
b) Construction of outdoor sports pitches, golf training area, attenuation pond and alterations to internal access road;
c) Outline permission for erection of extension to existing clubhouse to provide Spa, gym, indoor sports facilities.
Allerthorpe Park Golf Club *Pending*

(vi) 19/30177/CONDET Submission of details as required by Condition 8 (foul drainage) of appeal decision APP/E2001/W/16/3151708. *Approved*

(vi) 19/01859/AGNOT Erection of agricultural building for the storage of straw. Bungalow Farm York Road Pocklington. *Does not comply*

172.8 Allerthorpe Golf Club Redevelopment

a. Sewage Pipeline application

Has been deferred to next ERYC planning meeting on 8th August 2019. See 172.7b(iv) above.

b. Trespass Group update

A Parishioner asked if the Parish Council could contribute £600 towards legal costs. This was proposed and seconded and agreed by the Council. (See 172.5 a iv above)

c. Park Leisure Liaison Meetings

The Clerk has contacted Park Leisure asking for a meeting, No date has been set as yet.

172.9 Neighbourhood Plan

Mr Peters reported that the Neighbourhood Plan has now been passed to the Independent Examiner. He is happy with it apart from Policy ANOP07 Leisure and Tourism. The Examiner wants to have a hearing in Allerthorpe Village Hall at a date yet to be agreed.

172.10 Traffic

Mrs Butler reported that a small sub committee commissioned 2 traffic surveys in 2018 looking at speed of traffic through the village. The results were that speeding was minimal and that no further action was required. Councillor Hammond suggested we contact Community Speedwatch. Mrs Butler agreed to do this and report at the next meeting.

172.11 To consider defibrillator training/first responder training

It was decided to defer this to the next meeting.

172.12 Date of next Meetings

30 th Sept 2019	Committee meeting
25 th Nov 2019	Committee meeting

Please note that these meetings will start at 7.30.

Meeting Closed at 21.45pm.

One member of the public left the meeting.
Councillor Hammond left the meeting.

Signed Date

ALLERTHORPE VILLAGE HALL TRUST
Registered Charity No: 1046753

172.VH 1 Present & Apologies

Present: Laura Brennan	Chair
Andy Peters	Vice Chair
Bev Butler	Parish Councillor
Debbie Forster	Parish Councillor
Noel Brennan	Parish Councillor
Clare Metcalfe	Parish Councillor
Angela Batty	Parish Councilor
Jane Smith	Clerk

Apologies: None

172.VH 2 Declarations of pecuniary and non-pecuniary interest including any dispensations of pecuniary interest:

None declared

172.VH 3 Minutes of Previous Meeting

The minutes of the meeting 171 held on 28th May 2019 were agreed as a true record.

172.VH 3a Matters arising

None

172.VH 4 Finance Report

- Mrs Butler reported that the bank balance now stands at £14,044. The substantial increase is mainly due to fundraising from the Summer lunch (£1018.90).
- Some groups using the hall pay up to 1 year in advance, therefore the balance doesn't completely reflect money earned.
- The changeover of signatories for the Barclays account has not been straightforward, and is not yet completed.
- It was agreed to set up a petty cash system to pay for amounts of £50 and below.

172. VH 5 Hall Maintenance

- A new lock has been fitted to the front door following the loss of the key. The chair has a spare key and will get another one cut.
- A new outside light is to be fitted by Mr Lambert.
- The disabled toilet is prone to blocking. Mr Lambert has rodded the drain.
- A work party was organised for 22nd July at 6.30. A skip was hired, the old salt bags were disposed of, the weeds in the car park were dug up, the drain at the front of the hall was rodded, some of the shed's contents were disposed of, the maintenance checks on the fire alarms, heaters and first aid kit were carried out.
- Mr Douglas will arrange for the windows to be cleaned.

172.VH 6 Hall Usage & Fundraising

- **Regular Hirings –**
 - Bookings increasing, particularly yoga sessions.
 - Tues: 1.30-4.00 painting
 - 7.00-8.30 yoga
 - Wed: 9.15-10.15 yoga
 - 6.00-7.00 pilates
 - Thurs:10.00-3.00 Loosends (monthly)
 - 6.30-7.30 yoga
 - Fri: 9.30-12.30 embroidery (fortnightly)
 - Sat: 10.00-11.00 yoga

Mrs Peters has produced a rota for Mrs Smith, Mrs Butler and herself for putting out tables, sweeping floor etc.

Mrs Peters also said that she will be giving up doing the bookings and putting out tables from the end of August. Jane thanked her for all her work. From September, Mrs Smith and Mrs Butler would welcome any help other members can give re preparing the hall for users.

Cleaning

Everyone happy with Caroline, the cleaner. She will be on holiday on Tuesday 30th July, but will return as normal on Tuesday 13th Aug.

Fundraising

Review of recent events

Summer Lunch: 56 people attended the lunch at Clare and Jon Metcalfe's house and garden. It was a very successful event, enjoyed by all and raising a substantial amount of money for the extension fund. Many thanks to Clare and Jon.

Future events

There was a considerable amount of food left over from the Summer Lunch which is now in freezers. Mrs Metcalfe and Mrs Butler will look in to other social events which could incorporate using this up. Ideas mentioned were a thankyou lunch, a gin tasting evening, a 'Colour me Beautiful' evening.

Christmas Fair: 7th December.

Wreath making course: 2nd December. We will run this ourselves and also make wreaths and garlands for the Christmas Fair. Clare suggested we buy a dehydrator to prepare oranges and limes for the wreaths. Committee agreed to the outlay.

Sale of jams and preserves: Angela Batty has very kindly put a selection for sale in the Village Hall, with the proceeds to go to Village Hall funds.

172. VH 7 Future Developments

- **Searching for Grants**
 - Mrs Smith will look into this and would be grateful for any help anyone could give.

172.VH 8 Next meeting

Monday 16th September, 7.30 Village Hall

Meeting Closed at 20.15 p.m.

Signed Date

