

# Hartwith cum Winsley Parish Council

Website: [www.hartwithcumwinsleypc.co.uk](http://www.hartwithcumwinsleypc.co.uk)

Parish Clerk: Tracey Dawson

The Laurels, Street Lane, Harrogate, HG3 5HW, Tel: 07464 336124

Email : [clerkhartwithpc@gmail.com](mailto:clerkhartwithpc@gmail.com)

## MINUTES OF HARTWITH cum WINSLEY PARISH COUNCIL MEETING HELD Tuesday 28<sup>th</sup> July 2020 via ZOOM

Present:	Cllr T Watson (Chair)	Cllr J Stanton
	Cllr H Benn	Cllr R Titchmarsh
	Cllr B Thornton	T Dawson, Clerk

No members of the public were present.

1.	Apologies were received from Cllrs Thornton and Benn. Cllr Titchmarsh was not present.
2.	No NEW Declarations of Interest not already declared under the Council's code of conduct or members Register of Disclosable Pecuniary Interests and consideration of requests for dispensation were received.
3.	The minutes of the Parish Council meetings held on 17 <sup>th</sup> March and 25 <sup>th</sup> June 2020 were confirmed.
4.	<p><b><u>Clerk's report</u></b></p> <ul style="list-style-type: none"> <li>• Letter of thanks sent to Cllr Harrison and his colleagues at NYCC for service delivery during lockdown.</li> <li>• The new website went live on 16th July; anyone searching for Hartwith cum Winsley Parish Council will now be automatically transferred from the old site to the new one.</li> <li>• The old bus shelter at Hartwith Bank has been removed and the site and wall made safe.</li> <li>• Cllr Watson and I met with a local contractor and the landowner to discuss the kerbing on the B6165 at East View. The landowner agreed to contribute a specific amount to the cost of replacement kerbing and the contractor provided a verbal quote to undertake raising the dropped kerb at the top of the property's drive and making good the kerb from the old bus stop to East View terrace. As previously agreed, NYCC and Hartwith cum Winsley Parish Council will be contributing to the cost of the work and quotes are being obtained from other contractors in accordance with the Council's Financial Regulations.</li> <li>• The defibrillator sited at J Todds was deployed on 17th and 23rd July and Cllr Watson has checked it is now back in situ and ready.</li> <li>• NYCC Harrison has now made the Locality funding for the refurbishment of the bus shelter at New York Mills available to the Council.</li> </ul> <p><i>Note: Cllr Watson mentioned letters from 2 parishioners which raised again concerns regarding traffic and parking in Summerbridge and Low Laithe. The Councillors discussed responsibility for traffic measures. <b>RESOLVED:</b> to include on the agenda for the next Parish Council meeting.</i></p>
5.	<p><b><u>External Reports.</u></b></p> <p><b><u>North Yorkshire County Council</u></b> NY County Councillor Harrison was not in attendance but had advised the Clerk that the Locality Grant funding was about to be paid to the Council for the refurbishment of New York bus shelter. Cllr Watson received approval from the Council to proceed with the previously received contractor's quotation and to use any leftover funds from the grant to refurbish the old noticeboards in Summerbridge bus shelter.</p> <p><b><u>Harrogate Borough Council</u></b> Cllr Watson reported that Chief Inspector of Police attended the last Overview and Scrutiny Committee. During the lockdown period to June 20,000 calls were made to</p>

North Yorkshire Police, of which 78% were answered within 5 minutes. Cllr Watson asked him what the time for call backs by call centre operators was; the Chief Inspector did not have that data to hand and was therefore asked to provide it to the O&S Committee Clerk for distribution to the members. Crime is down by 32% in North Yorkshire to June 2020; 76 fixed penalty tickets were issued to people breaking lockdown rules, 53 were to non-residents of North Yorkshire. Hand sanitising stations have been installed by HBC in Harrogate, Knaresborough, Boroughbridge and Masham. Harrogate International Centre is still being used by the NHS as a Nightingale Hospital; once these facilities are returned to HBC major investment will be made to upgrade them. 23 public conveniences in the area have been re-opened, 2 in Harrogate remain closed due to being unsafe for social distancing.

Cllr Watson also reported that following the announcement of the proposed reorganisation and simplification of local government in York and North Yorkshire (devolution), discussions are taking place between the political parties about the best way forward and submission of proposals. Proposals need to be submitted to UK Government by September and then a public consultation will take place. The Clerk advised that next year's local elections will not take place until 2022.

**Max Pullan Playing Fields Association.** No meeting had been held and Councillors had a brief discussion concerning the analysis provided by M Dawson. **RESOLVED:** HcW councillors to provide the Clerk with their opinion on how they would like the Playing Fields Association Committee to operate and be structured. **RESOLVED:** HcW to meet briefly, before any formal meeting with Dacre PC, to discuss.

**Dacre and Hartwith Village Hall** No meeting has been held. Insurance provider has changed, and the new policy includes trustee liability. Previous electrical work is being re-examined to obtain correct certificates.

**Nidderdale Strategic Partnership and Nidderdale Safer Neighbourhood Group.** No meetings have been held

6 *Details of Planning Applications can be viewed on [www.harrogate.gov.uk/homepage/2/planning\\_applications](http://www.harrogate.gov.uk/homepage/2/planning_applications)*

**The Council received the following planning applications:**

- a) DCPARISH 6.66.336.A.FUL 20/02056/FUL Installation of solar panels. Heather Lea Summerbridge HG3 4JR GRID REF: E 420490 N 461394. *The Parish Council had no objections.*
- b) DCPARISH 6.66.211.T.FUL 20/02263/FUL Erection of a summerhouse. North Barn White Oak Farm Summerbridge HG3 4JS GRID REF: E 421059 N 459970 *The Parish Council does not object to or support the application but wishes to express its concern about overdevelopment of this site and the size of the proposed summerhouse in comparison with the adjacent house*
- c) DCPARISH 6.66.247.H.FUL 20/02282/FUL Formation of a manege. Swallow Cottage Stripe Lane Hartwith HG3 3EY GRID REF: E 421903 N 461218 *The Council had no objections.*

**The Council Noted**

- d) 20/00940/FUL Retention of summer house The Bield Low Laithe HG3 4DD. PERMISSION GRANTED.

7 **The Council received the following updates on Council Business and correspondence.**

- a) Caretaker tasks. The caretaker has undertaken maintenance of the pavements etc around New York Mills and Hartwith Bank. Cllr Watson asked the Clerk to thank him for his efforts. His outstanding hours from 2019/20 have been completed.
- b) NALC New model code of conduct for local councils – consultation by the Local Govt Association. **RESOLVED:** Clerk to submit response agreeing with the proposal but including a request that the rights to appeal and to have representation are included.
- c) AJ1 Project Road Safety Fund – PFCC. The Councillors discussed areas and concerns which may benefit from funding. **RESOLVED:** Ideas for potential projects to be sent to the Clerk and proposer to work with Clerk on any bid.
- d) Road closures. **RESOLVED:** Closure at Hartwith Avenue to be monitored by Cllr Benn

	<p>e) Highways concerns. As previously discussed in Clerk's report item. <b>RESOLVED:</b> potholes at Hartwith Green to crossroads to be photographed and reported on Parish Portal.</p> <p>f) Hartwith bus shelter. Cllr Watson advised that he and Cllr Benn had removed the old structure and purchased new materials to make the site good. Cllr Watson thanked his colleagues for their help.</p> <p>g) Yorkshire Water Work on Darley Carr, Darley. Clerk explained the traffic restrictions.</p>																																	
8	<p><b>FINANCE</b></p> <p>8.1.1 Cllr Titchmarsh proposed Hartwith cum Winsley Parish Council is certified as exempt from external audit for fiscal year 2019/2020. Seconded by Cllr Benn, carried.</p> <p>8.1.2 Cllr Titchmarsh proposed the Council note the Annual Internal Audit Report for 2019/2020 included at page 4 of the Annual Governance and Accountability Return 2019/2020. Seconded Cllr Stanton, carried.</p> <p>8.1.3 Cllr Watson proposed the Council approve Section 1 - Annual Governance Statement 2019/2020 for Hartwith cum Winsley Parish Council on page 5 of the Annual Governance and Accountability Return 2019/2020. Seconded Cllr Titchmarsh, carried.</p> <p>8.1.4 Cllr Stanton proposed the Council approve Section 2 - Accounting Statements 2019/2020 for Hartwith cum Winsley Parish Council on page 6 of the Annual Governance and Accountability Return 2019/2020. Seconded Cllr Titchmarsh, carried.</p> <p>8.1.5 Cllr Stanton proposed the Council approve the publication of documents required by Accounts and Audit Regulations 2015, the Local Audit (Smaller Authorities) Regulations 2015 and the Transparency Code for Smaller Authorities. Seconded Cllr Watson, carried.</p> <p>8.2 The Council approved the following accounts for payment, proposed Cllr Titchmarsh, seconded Cllr Stanton, carried.</p> <table border="1"> <tr> <td>8.2.1</td> <td>Whitemere View Ltd invoice A1140</td> <td>262.50</td> </tr> <tr> <td>8.2.2</td> <td>TP Jones &amp; Co LLP payroll preparation</td> <td>54.00</td> </tr> <tr> <td>8.2.3</td> <td>F Smout Website design invoice HAR001</td> <td>351.20</td> </tr> <tr> <td>8.2.4</td> <td>J M Carruthers CA internal audit</td> <td>55.00</td> </tr> <tr> <td>8.2.5</td> <td>T Dawson mileage claim</td> <td>31.50</td> </tr> <tr> <td>8.2.6</td> <td>G H Brooks</td> <td>29.17</td> </tr> <tr> <td>8.2.7</td> <td>J Todds &amp; Son</td> <td>56.99</td> </tr> <tr> <td>8.2.8</td> <td>P Watson (building materials)</td> <td>305.00</td> </tr> <tr> <td>8.2.9</td> <td>Summerbridge Methodist Church donation</td> <td>100.00</td> </tr> <tr> <td>8.2.10</td> <td>Fire Service donation</td> <td>50.00</td> </tr> <tr> <td>8.2.11</td> <td>T Dawson office expenses YOLA subscription</td> <td>7.95</td> </tr> </table> <p>8.3 The Council noted the Clerk's salary (1-31st July 2020) and Tax and NIC</p> <p>8.4 The Council received a bank reconciliation to 30th June 2020</p>	8.2.1	Whitemere View Ltd invoice A1140	262.50	8.2.2	TP Jones & Co LLP payroll preparation	54.00	8.2.3	F Smout Website design invoice HAR001	351.20	8.2.4	J M Carruthers CA internal audit	55.00	8.2.5	T Dawson mileage claim	31.50	8.2.6	G H Brooks	29.17	8.2.7	J Todds & Son	56.99	8.2.8	P Watson (building materials)	305.00	8.2.9	Summerbridge Methodist Church donation	100.00	8.2.10	Fire Service donation	50.00	8.2.11	T Dawson office expenses YOLA subscription	7.95
8.2.1	Whitemere View Ltd invoice A1140	262.50																																
8.2.2	TP Jones & Co LLP payroll preparation	54.00																																
8.2.3	F Smout Website design invoice HAR001	351.20																																
8.2.4	J M Carruthers CA internal audit	55.00																																
8.2.5	T Dawson mileage claim	31.50																																
8.2.6	G H Brooks	29.17																																
8.2.7	J Todds & Son	56.99																																
8.2.8	P Watson (building materials)	305.00																																
8.2.9	Summerbridge Methodist Church donation	100.00																																
8.2.10	Fire Service donation	50.00																																
8.2.11	T Dawson office expenses YOLA subscription	7.95																																
9	<p>9.1 The Council has received new planning applications since the agenda was published and extensions have been requested. These may necessitate a meeting in August.</p> <p>9.2.1 Cllr Watson shared new information with the Council regarding possible changes to plans for groundworks at the Poppy Fields site.</p> <p>9.2.2 Cllrs Titchmarsh and Stanton commented on the Brimham Rocks Adventure Farm.</p>																																	
10	<p>The following items are to be included on the agenda for the next meeting: Poppy Fields site, kerbing at East View, Street Lights. The date of the next Council meeting via Zoom meeting is to be confirmed</p>																																	

*To be confirmed at the next Council meeting.*