

Topcliffe Parish Council

Minutes of the Ordinary Meeting of Topcliffe Parish Council held at Topcliffe Village Hall on Thursday 16th May 2019

Present: Cllrs Beckwith, Key, Holt and Moores

Also present were: District Cllrs Bardon & Robson, County Cllr Baker, 1 Member of the Public & Alexandra Little, Clerk

19/036 Apologies for absence were received and accepted from Cllr Morley and Cllr Beckwith chaired this meeting.

19/037 Members of the public comments - Continued issue with woodchip falling from vehicle passing through the village, Cllr Robson to have a conversation with business owner.

19/038 The minutes of the Ordinary Meeting of the Parish Council held on Thursday 4th April 2019 were signed as a correct record.

19/039 County and District Councillors

Cllr Robson advised that a number of residents had mentioned the business operating at Walkers Ground to him in recent weeks, this has been passed to Enforcement at the District Council to review.

19/040 Matters arising from the minutes - None

19/041 New Agenda Item - Contribution to The TATler

The village newsletter was discussed. The Parish Council are keen to contribute to the newsletter with copy and financial assistance as if needed. Photos of the new council have also been requested.

Resolved Clerk to forward new councillor information and outgoing Chairman's Annual report to editor of TATler

Resolved a financial contribution of £200 per annum will be considered when planning the 2020/2021 precept

Resolved Cllrs Morley and Moores will write a summary of Parish Council business for future editions, subject to approval from the rest of the council at the meeting prior to publication

19/042 Planning

19/00820/FUL Land Adjacent to Swale Lodge - construction of dwelling

Resolved Topcliffe Parish Council wish to see this application refused in line with their original comments based on access and additional pressures being put parking for residents. Also concerns regarding light/shadow for the adjoining property

19/00580/LBC Methodist Chapel - listed building consent for conversion to 4 bedroom dwelling to be reviewed and feedback sent to Clerk to forward to planning department.

19/043 Village and Open Spaces

1. Grass cutting: Cllr Moores raised concern over the level of grass cutting, whether this was acceptable and being undertaken in line with Parish Council instructions.

Resolved Grass Cutting be reviewed in line with agreement and map of village at next meeting

2. Pathways at East Lea/Dean Square and Long Street/Church Lane were discussed as long grass and weeds are getting out of hand.

Resolved Clerk to check with Highways re ownership of these paths and feedback at next meeting

3. A grant of £500 had been given by Cllr Baker to top up gravel on pathway at East Lea/Dean Square. A quote for gravel laying had been received but this was dismissed by the council as too expensive.

Resolved Clerk received prices for gravel and agree ordering of this at next meeting

4. Cllr Beckwith suggested that councillors conducted a visit of all areas of concern around the village and draw up a programme of work to address the issues.

Signed
Chairman
Date

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Resolved Cllr Beckwith co-ordinate this with other councillors prior to next meeting

19/044 Financial Matters

1. Receipts		£ 0.00
2. Payments for approval	A Graham, part cut	£ 75.00
	SGS Grass Cutting	£ 384.00
	Came & Co Insurance	£1395.33

The Clerk advised that the insurance premium was quoted on the basis of a long term contract with the insurer, therefore it was not possible to look for alternative quotes for the cover this year.

Resolved all payments be approved

3. Audit 2018/2019

The Clerk advised the Parish Council that, in line with requirements of the AGAR 2018/2019, a Certificate of Exemption for Small Councils needs to be completed, along with the Annual Governance statement and summary of income and expenditure for 2018/2019. This will be presented for approval on 6th June.

Resolved Clerk to prepare aforementioned paperwork for approval on 6th June 2019

Cllr Moores raised a number of questions regarding Parish Council Audit procedures, Transparency Code, website and general financial management.

Resolved Clerk to provide links to website with relevant information, copies of contracts and budget planner 2019/2020 in addition to AGAR 2018/2019 documents

19/045 Correspondence

Emails have been circulated between meetings, requiring no further action

Citizens Advice Bureau letter had been received regarding a mobile advice unit, this to be passed to Village Hall Committee for comments and Clerk to feedback locations suggested to CAB.

19/046 No Other Business

19/047 Date of next meeting: Thursday 6th June 2019 at 7.00pm

The meeting closed at 20.37

Signed
Chairman
Date