

# Topcliffe Parish Council

Minutes of an Ordinary Meeting of Topcliffe Parish Council  
held on Thursday 7th September 2023 at 7.00pm in Topcliffe Village Hall

**Present:** Cllr J Moores (Chairman), Cllr R Beckwith and Cllr C Bumby.

**Also Present:** Three members of the public and the Clerk, Alexandra Robson.

## **23/041 Apologies**

**It was resolved that apologies be received and accepted from Cllr B Collard and Cllr D Roberts**

## **23/042 To Note any Declarations of Interest**

No Declarations Interests received.

## **23/043 Public Participation**

A resident requested that the grit bin on Swale View be replaced. The Clerk will arrange this with NYC.

## **23/044 To Receive Reports from Ward Councillor**

No councillor present.

## **23/045 Minutes**

**It was resolved that the minutes of the Ordinary Meeting held on 6th July 2023 be approved**

## **23/046 To Consider Issues Relating to Parish Open Spaces including:**

### 1. Platinum Park update

The Clerk updated the council on the work completed at the Platinum Park. It is being very well used and the Chairman offered thanks to the Clerk and M Robson for their work to keep the project on track as it is now an excellent provision for the village.

### 2. Allotments

There is provision for water, a communal shed and the gate will be locked and only accessed by allocated tenants. Discussion took place regarding the best way to progress the rental of the allotment plots.

**It was resolved that residents on the waiting list will be invited to the plots to meet and discuss next steps**

**It was resolved that the Clerk will circulate a draft lease agreement for councillors to review with an annual rental cost of £70**

**It was resolved that the plots will be allocated as soon as possible**

### 3. HGV Traffic Management

Around 70 lorries on average are being seen coming through the village. Lorry Watch has continued and, on average, 2 per watch are being fed into the Trading Standards department but enforcement seems to be lacking. Cllr Moores will discuss the continuation of this with the volunteers to build a body of evidence.

Further information requested from NYC Highways has not been forthcoming. Some signage has been done by the local Highways team but some additional signage is expected from the Highways Agency.

**It was resolved that the Clerk will write to Ann Rawlins in Planning regarding the release of funds from the Section 106 as part of the Wagg Food planning application**

**It was resolved that the Clerk apply to Cllr K Foster (under Cllr D Whitfields Locality budget) for a contribution towards a new MVAS**

### 4. Progress with Front Street sewage issues

Media coverage has been received about this issue. Yorkshire Water are undertaking an 8 week programme to improve the situation with sewage smells in the village.

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## **23/047 To review the village grass cutting arrangements and agree requirements for the 2024 season**

Grass cutting in the village was discussed as the recent improvements to the play area have identified that additional cuts and attention to detail are required to keep the area neat and tidy.

**It was resolved that the cutting needs to take place more often and the parish precept will be adjusted in the budget accordingly**

Consideration was given to two proposals for grass cutting in the play area. These were considered by councillors with no input from the Clerk.

**It was resolved that MSR Maintenance Services will be given the contract for 2024 cutting of the play area**

It was agreed to honour the agreement with the existing grass cutting provider with three cuts due before the end of October.

Bagby Garden Services will be asked to submit a price to continue the village cutting, including Jubilee Gardens and Cemetery and this will be considered at the meeting in October. Additional cuts will be added to ensure this is also kept short and tidy.

## **23/048 Finance**

A financial spreadsheet was circulated to councillors detailing the receipts and expenses.  
VAT reclaim had been received.

Appendix i

**It was resolved that receipts be noted and payments made**

## **23/049 Planning**

ZC23/02935/FUL Development of business units in neighbouring parish

Discussion took place regarding this application. There is concern that the weight limit issue around the village will be exacerbated and that there needs to be an amendment to the HGV weight limit. Danger

It is not a designated site within the local plan and councillors are concerned that this is not the right place for an industrial estate given the proximity.

**It was resolved that the Chairman will submit comments objecting to this the Planning Authority on behalf of the Parish, as a neighbouring authority**

A new application had been received on 6th September by the Clerk and this will be circulated to councillors for consideration and feedback given by email.

## **23/050 Correspondence**

1. Cemetery Wall and Tree in Cemetery they will look and feedback to Clerk
2. A letter from St Columba with details of burial fees will be noted in receipts.
3. A letter had been sent to the Chairman of the Bowling Club on 25th July but no response has been received. This will be an agenda item for the decision of next steps at the meeting on 5th October.

**23/051 It was resolved that the date and time of the next meeting is Thursday 5th October 2023**

Meeting closed at 8.00pm