

Topcliffe Parish Council

Minutes an Ordinary Meeting of Topcliffe Parish Council
held on Thursday 5th December 2024 at 19:00 in Topcliffe Village Hall

Present: Cllr J Moores; Cllr C Bumby; Cllr R Beckwith and Cllr B Collard.

Also Present: Two members of the public and Alexandra Robson, Clerk

24/046 To note apologies and approve reasons for absence
All councillors were present.

24/047 To Note any Declarations of Interest
No declarations of interest were received.

24/048 To Receive a Report from the Ward Councillor
Cllr D Sladden had apologised for his absence.

24/049 To approve and sign the minutes of the Ordinary Meeting held on 3rd October 2024
It was resolved that the minutes of the Ordinary Meeting held on 3rd October 2024 be approved

24/050 To consider a request for support for a potential lottery funding bid for a Cod Beck Project
A representative of the Friends of Cod Beck had sent an email requesting parish support for a possible application for funding to improve the area around Cod Beck, however they were not present at the meeting. Concern was raised about the
It was resolved that the Parish Council were supportive in principle of this project and look forward to receiving more detail in due course

24/051 To note the resignation of D Roberts and confirm this has been notified to the Monitoring Officer
A notice of vacancy has been issued with a closing date of 23rd December. Should an election not be requested the Parish Council will advertise the vacancy with co option scheduled for the next agenda.
It was resolved that the Clerk will prepare an advert and add this item to the next agenda

24/052 To receive an update on HGV monitoring from the Chairman

- Cllr Sladden had shared the information that York City Council had been granted traffic management authority. Cllr Moores has contacted the Highways team at York for more details of their arrangement and cameras. A meeting is being set up between NYC, Cllr Sladden and the Chairman to discuss the opportunity for North Yorkshire to do this.
- Hutton Sessay Parish Council is having an issue with HGV management and Cllr Moores has suggested that the councils work together, including Asenby and Dalton.

24/053 To consider and agree requirements for grass cutting in 2025 for the play area and verges
It was noted that the play area has been cut 20 times this year and its well maintained appearance has been commented upon by residents. Thanks were offered to MSR Maintenance Services for this work. Village verges have been kept tidy and thanks were offered to Bagby Garden Services. They do not wish to cut the grass in 2025 and alternatives were discussed. The Clerk took no part in these discussions.
It was resolved that MSR Maintenance Services will continue the cutting of the play area and add verges to this regime for the grass cutting season 2025

Signed
Chairman
Date

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Cllr Bumby and the Clerk will liaise with a local contractor to cut the Sheep Wash .

It was resolved that the Clerk have delegated authority to arrange this at a cost of no more than £150

24/054 Finance

1. It was resolved that payments be made

Appendix i

To note implementation of the the Local Government Pay Award 2024

2. It was noted that the award had been implemented and the Clerks salary adjusted

To consider next steps in relation to the unpaid agreement with AVARA, for a contribution to the cost of HGV monitoring cameras.

The Chairman will contact the Finance Director in person encouraging the payment and a letter will be sent to follow up this conversation. Council would not rule out contacting the press and small claims court

3. It was resolved that the Chairman and Clerk will follow up this matter

24/055 Planning

ZB24/02217/FUL Demolition of existing conservatory and replacement single storey rear extension

ZB24/01826/TPO Application for works to a tree with a Tree Preservation Order- 2004/06

It was resolved that Topcliffe Parish Council wishes to see these applications approved

The application for the village flag pole discussed in 24/021 will be progressed as agreed, further to a meeting with Highways.

It was resolved that the Clerk will progress this application with input from the Chairman

24/056 Late Correspondence

Communication had been received regarding the Old Tolbooth, as considerable deterioration of the building is apparent. A recommendation from a heritage planning specialist had been received, suggesting that the Parish Council request professional advice. As custodians of this listed building the Parish Council has an obligation to maintain it, therefore advice will be sought by the Clerk and discussed at the next meeting.

24/057 To agree the date and time of the next meeting as Thursday 6th February 2025

It was resolved that the next meeting will be Thursday 6th February 2025 at 19:00

The meeting closed at 20:10

Signed
Chairman
Date