

Topcliffe Parish Council

Minutes of the Ordinary Meeting of Topcliffe Parish Council held at Topcliffe Village Hall
on Thursday 6th June 2019

Present: Cllrs Morley, Beckwith, Holt and Moores

Also present were: District Cllrs Bardon & Robson, 2 Members of the Public, a representative of the Deershed Festival & Alexandra Little, Clerk

19/048 Apologies for absence were received and accepted from Cllr Key and County Cllr Baker

19/049 Members of the public comments

Kate Webster, Director of the Deershed Festival, attended the meeting to update the council on the licensing application submitted. This is to increase capacity to 15,000 and will be subject to the same Audio and Environmental protections as the existing licence, where noise is monitored closely. There is no extension to the time, this has been 3am since the festival began.

Cllr Morely offered thanks to Kate for attending the meeting and clarifying the situation and the councillors confirmed they have no issues with this licence.

19/050 The minutes of the Ordinary Meeting of the Parish Council held on Thursday 16th May 2019 were signed as a correct record.

19/051 County and District Councillors

Councillor Robson had spoken to the business owner regarding the woodchip spillage and was advised that a sweeper will deal with the debris and the cover will be placed on the transporter from now on.

The A168 junction is now open and has been well received by residents.

19/052 Matters arising from the minutes to be dealt with under agenda items below.

19/053 New Agenda Items

1. Website & Parish Council Compliance

- a. the website has been updated to reflect the requirements of the Transparency Code
- b. further items, including the financial spreadsheet, will be added for this financial year
- c. Councillors discussed the need for it to be a community site and all organisations in the village wishing to participate to be encouraged to do so for free

Resolved Clerk to continue to update website to ensure compliance of Parish Council

Resolved Cllr Moores to provide list of village organisations to be approached to join the website

2. Grass Cutting

- a. the previous contractor has withdrawn their services
- b. the playing field needs a lot of work to bring it back to a good level of cut
- c. the mower is not fit for purpose given the size of the field

Resolved tender be put out to 3 contractors putting the work into two sections - Village and Verges/Playing Field

Resolved Cllr Moores ask Mr Graham if he is prepared to cut the village in the meantime

3. Playing Field

- a. The old container is dangerous and needs professional removal

Resolved Cllr Morley to attend to this within a budget of £500

- b. Parking is a problem on the field, this should not be happening and vehicular access is for maintenance of the play are and field only

Resolved Clerk to forward a copy of the playing field lease to Cllr Morley

Resolved Cllr Moores will discuss the parking issue with members of the bowling club

Signed
Chairman
Date

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4. Sheep Wash - work is needed to tidy fallen branches and debris then continued maintenance will be easier

Resolved Cllr Holt organise a village tidy up day and this area to be included

5. Alleys - there are a substantial amount of weeds on the pathways of Dean Square/Back Lane and Front/Church Street. Cllr Morley is concerned that adding more gravel will contribute to the drain blockage and lead to further issues

Resolved weeds be cleared on village tidy up day

Resolved Clerk to chase up NYCC Highways regarding ownership and maintenance of these pathways

6. Toll Booth - This is a listed building at risk of deterioration. Discussion took place with regard to possible uses of the building. These will be explored and consequences of any change discussed with Hambleton District Council planning department and brought back to a future meeting
7. Mill Bank fencing is unsafe, despite a representative from highways attending last year and advising that no work would be done

Resolved Clerk contact NYCC Highways and request urgent review of this

19/054 Planning

19/00580/LBC Methodist Chapel - listed building consent for conversion to 4 bedroom dwelling
The Parish Council wish to see this application approved

Resolved Clerk to forward feedback to planning department

Cllr Holt left the meeting at 20.30

19/055 Financial Matters

1. Receipts
2. Payments for approval spreadsheet circulated

Resolved all payments be approved

3. Paperwork for AGAR 2018/2019 circulated

Resolved Annual Governance Statement, Smaller Authorities Exemption Certificate and Annual Statement of Accounts for AGAR 2018/2019 be approved

4. Signing Arrangements - a new mandate to be prepared to add Cllrs Morley and Beckwith to the bank account and remove all previous councillors

Resolved Clerk to organise mandate form and arrange for signing /ID with Councillors

19/056 Correspondence

Emails have been circulated between meetings, requiring no further action
Deershed notification of number for the festival in the event of issues
Parish Liaison Meeting invitation for 2 representatives of the council on 18th July at 7.00pm

19/057 No Other Business

19/058 Date of next meeting: Thursday 4th July 2019 at 19.00

The meeting closed at 21.12

Signed
Chairman
Date