



Minutes of Parish Meeting held on 9th October 2024

Present – Caroline Booth-Burke, Paul Booth-Burke, Alison Farrar, Lesley Zimmerman, Yvonne Wilman, Guy Wilman, Sue Sharp, Andrew Sharp, Graham Burgess, Jane Stollery, Sarah Whitney, Wendy Hoare, Neil Armstrong-Nash, Maureen Ayre, Jan Buczak, Vicky Buczak (Chair)

Apologies – Jim Brierley, Diana Dickson

Vicky Buczak (Parish Clerk) chaired the meeting. Meeting commenced at 19.05.

1/ Agree minutes from last meeting 7th May 2024

Agreed.

2/ Discuss and vote on TSPM financial reserve

Vicky suggested £2000 as a target for current account reserve, and this was agreed.

3/ Discuss repair of bus shelter and cost

The roof is seriously in need of repair, as is the window. Professional builders are estimating a maximum of £2000 for all repairs. The Meeting agreed that the repairs should be carried out within this cost constraint.

4/ Discuss and vote on planting replacement tree and cost

The Kanzan cherry tree on the village green by the track running south from the crossroads had to be felled last year. A replacement cherry tree, maximum height 6-10 feet, was proposed. The Meeting approved, on the understanding that the cost of this and the next item together should not exceed £500. This tree could act as a memorial tree, in remembrance of Parish residents who have passed away.

5/ And on purchasing Christmas tree for village green

This would be a cut tree, decorated with battery-operated lights, placed for the festive period at a suitable location on the village green. The Meeting approved this also, on the understanding that the cost of this and the previous item together should not exceed £500.

6/ Discuss and vote on amount of grant for the Institute for 2025/26

A figure of £550, same as last year, was approved.

7/ Discuss 2025/26 financial forecast and set precept

Vicky presented a financial forecast, which included the figures noted in points 3 to 6 above. This forecast assumed a precept of £3500 (same as last year). It showed that the current account balance at the end of the financial year would be close to the £2000 target set in point 2 above.

The Meeting approved the proposed precept of £3500.

8/ Confirm that Notice of Public Rights of AGAR was displayed between 03/06/2024 – 12/07/2024

Confirmed.

9/ Update re planning application ZD24/00093/FULL (Back Lane)

Thanks to Keith Farrar for attending the Planning Committee meeting and reading out a prepared statement on behalf of the Parish Clerk (who was away on vacation).

A summary of the Committee decisions has been circulated by email. Details may be viewed on the North Yorkshire planning portal.

Permission for the building development was granted, but subject to 14 conditions, including some relating to building materials, and some to drainage. Further specifications are required for these prior to development. Also, the static caravan on site must be removed within one year of the permission date, i.e. by 1st October 2025.

The Meeting felt that policing of progress would be essential, and so anyone noticing irregularities should inform Vicky in the first place. Vicky will also ask Rob Calder to keep a close eye on the building work: as neighbour he is best placed to do so.

Vicky now has a good and reliable contact in North Yorkshire Planning, who has been instrumental in getting the development at Back Lane to undergo formal planning procedures: Planning Enforcement Officer Pat Patterson.

10/ Discuss and vote on replacing events board, cost to be met from Social Events profits

Alison had brought a few options to the meeting, and there was some discussion on how a permanent replacement board might look. Alison believed that the presence of the board had caused an uplift in event attendance, but others were more sceptical. In any case it is impossible to prove either way. Various opinions on the cost effectiveness of the board were put forward.

As the previous events board was no more, a vote was taken on whether there should be a permanent events board at all at the eastern approach to the village. 4 voted in favour and 7 against.

Thus the Meeting vetoed a permanent events board at or near the previous location. Some discussion followed about other means of marketing social events, including use of press, a dedicated social events board at the bus shelter, or a temporary board. The discussions were inconclusive.

11/ Discuss and vote on the Parish having a planning committee

Vicky informed the Meeting that when she receives planning applications, she distributes them by email and puts them on the notice board. Anyone with access to these has the option to oppose an application, using the North Yorkshire planning portal.

Neil suggested that an official Parish objection from the Parish Clerk would have considerably more weight than a set of individual objections. He suggested that a planning committee would take the responsibility of sifting through applications in detail, bringing cases meriting objection to the attention of the Parish at a meeting, for a vote on whether to escalate objections to formal Parish level.

Lesley pointed out that the gravity of an objection is subjective, and so that it is everyone's responsibility to examine planning applications.

If a number of people deem an application worthy of objection at Parish level, a meeting could be called for a vote on issuing a formal Parish complaint. Vicky pointed out that any two people can call a formal Meeting, so such cases could be dealt with quite quickly. Such a Meeting would require 7 days' notice to the Parish. There is also the option of requesting a delay to the Council deadline for objections, should more time be required.

In view of the collective responsibility outlined above, Vicky agreed to distribute each planning application with a stronger statement making it clear that each recipient bears responsibility for checking the planned development.

A formal planning committee would not be required.

12/ Discuss risk management (financial, operational, physical)

These issues arose as a result of Neil's internal audit. Neil has written appropriate policies, and Vicky distributed some copies at the Meeting. The policies will appear on the Parish website in due course.

13/ Update on data protection and freedom of information policies

These form part of risk management: they are currently work in progress. On advice from YLCA (Yorkshire Local Councils Associations), Vicky has registered the Parish with the Information Commissioners Office (ICO). She is working from policy templates provided by YLCA, with the final policies likely to be ready by end year. The Parish Meeting next May will be asked to approve them. The policies will also feature on the Parish website.

Andrew, who has professional experience in data protection, offered to help formulate the policies.

14/ Update on Institute building works

Paul informed the Meeting that the building work, 80 per cent funded by North Yorkshire Council, should be finished by year end. The internal fixtures and fittings, featuring new kitchen and inside toilet, would then be finished by end February 2025.

Thanks to all who attended, especially to those who have volunteered to help