

## **CRAYKE PARISH COUNCIL**

### **Minutes of the Ordinary Meeting held on 20<sup>th</sup> Sept 2016 In the Sports Hall, Crayke at 7.30 pm**

**Present:** Parish Councillors: M. Pepper (Chair), C. Merritt (Vice-Chair), S. Featherstone, L. Hartley, N. Jackson, T. Moverley, J. Wright and M. Fielding (Clerk)  
Hambleton District Councillor N. Knapton

**Parochial electors:** 0

**Public Consultation:** Cllr Knapton reported on the new Green Bin service which will be introduced in April 2017 to help meet the council's £1m savings target. The Council has set the annual charge at £35.00 per bin. All households will be contacted in the New Year.

**Declarations of Interest:** None

1. **Apologies.** No apologies had been received

2. **Minutes**

#### **Ordinary Meeting held on 19 July 2016**

J. Wright proposed and C. Merritt seconded and all agreed that these be signed as a true record.

3. **Matters arising from the minutes**

3.1 **Village Signs (item 3.1)** The Clerk had not heard any further news on the progress of the signs. Clerk to follow up.

3.1 **No Parking Sign and Heavy Traffic on Church Hill (item 3.4)** J. Wright had finalised letter and copies were sent to residents of Church Hill. A copy was also placed in Sept edition of parish magazine. The issue of heavy traffic will be placed on November agenda for further discussion. The issue of Police Cones on Church Hill was raised as a complaint had been made by a Parishioner. The Clerk to contact Police to ask that cones be removed.

3.2 **Tree Preservation Order (item 3.5)** The Clerk had received an email on 8/09/16 from HDC to inform the Parish Council that the application had been approved.

3.3 **Benches (item 3.6)** Three benches had been re-varnished and two more are still to do.

3.4 **Village Green Registration (item 7)** C. Merritt had edited the information collated by the Clerk and circulated to Councillors. The final submission is still to be made.

3.5 **Call for Sites (item 9)** The Chair asked that, in the event that the proposals from Crayke were chosen within the HDC development proposals (Call for Sites), and if

the Parish Council is notified of this before our November meeting, then an extraordinary meeting of the Parish Council be called.

#### 4. Finance

**4.1 Current Financial Position.** The current cash in bank is £6187.38. This is a variation from the last meeting of £349.33. The following payments had been made: Clerk's salary of £242.89 and an advert for new clerk in the Advertiser of £51.74. This amounts to £349.33. Three other cheques had been presented but not cleared: £260 for the construction of new website, £120 for annual hosting fees of new website and £15 for online advert for new clerk with YLCA. This amounts to £395.00 which will give a new balance of £5,792.38 when all cheques cleared.

**4.2 Cheques.** The clerk advised that the clerk's quarterly salary of £242.89 was due.

**Decision.** N. Jackson proposed and S. Featherstone seconded and all agreed that a cheque for £242.89 be raised for payment to the Clerk.

**4.3 Grass Cutting.** J. Wright raised the matter of the frequency and method of cutting the grass on the Village Green and that an additional cut may be needed in Sept. S. Featherstone pointed out that a large cut was needed in July after the daffodils had died back but a smaller vehicle was needed in September as the grass verges could be damaged. J. Wright proposed and M. Pepper seconded that an extra grass cut be paid for and the existing contract be reviewed.

**4.4 External Audit.** An email had been received by the Auditors asking for more information on payments made in 2015/16. This was due to the large fee paid to Schofield Sweeny Solicitors and for election fees. There was also a request for further explanation of the large reserves. The Chair has written to the Auditors and circulated his response to Councillors.

**4.5 Precept.** The Chair received information on the Precept for 2016/17. The deadline for next year is 31 December 2016. Councillors called for a full review and discussion of spending plans for 2017/18 at the November meeting.

**5. Appointment of new clerk.** Five applications for the post were received and three applicants were interviewed. The position was offered to and accepted by Stephen Sangster who lives in Easingwold. He will take up the post on 1<sup>st</sup> October. The Chair thanked J. Wright and C. Merritt for their hard work during the interview process.

#### 6. Planning

**6.1 Planning Applications.** The clerk reported the current Parish related planning applications status as follows:

16/01053/APN	Water Hall Farm	Application for Prior Notification for Extension	Granted
--------------	-----------------	--	---------

		and link extension	
15/02286/FUL	Crayke Castle	Demolition of reservoir	Awaiting Decision
15/02250/CAT	Crayke Castle	Proposed works to trees	Awaiting Decision
16/00628/FUL	OS Field 2064	Retrospective – Timber Barn	Awaiting Decision

**6.2 Alterations to Listed Building on Brandsby Street.** A garage attached to a listed building on Brandsby Street has been altered without planning permission. The Parish Council acknowledges that there may be occasional problems and misunderstandings by residents as to when planning permission is needed. L. Hartley to approach the resident to discuss the possibility of an application for retrospective planning permission.

**6.3 Removal of Trees on Brandsby Street.** Trees have been removed from the rear garden of a house on Brandsby Street. The Parish Council queried the removal with HDC and a letter has been sent to the residents asking for the reason for removal of trees. L. Hartley suggested that the Parish Council use the new website to highlight the need for permission to remove trees.

**6.4 Crayke Castle.** The Chair suggested that the Chair and Vice-Chair arrange a meeting with the owner of the Castle to discuss the proposed plans for the development of the Castle grounds.

**6.5 Rose Cottage.** The Chair had received letters informing the Parish Council that the owners of Rose Cottage are appealing to the Secretary of State against the restrictions imposed by HDC. The Parish Council has been invited to submit comments. The Chair circulated the comments made to HDC at the “On-Site” Planning Committee Meeting and to the main Planning Committee. The Chair recommends that these be used as a formal response to the Secretary of State.

**7. Area SE57 (‘Fracking’ and other Mineral extractions).**

C. Merritt has maps available on the SE57 area. First planning applications are expected in the coming months. Information published by industry sources suggest that this could involve up to 30 well pads with each well pad typically supporting up to 10 wells

A meeting is to take place on Saturday 29<sup>th</sup> October – a “Question Time” event with a panel of 5 or 6 including our local MP and a representative from INEOS, the company with the shale gas licence for our area. Venue has been confirmed as the Galtres Centre.

The Chair asked that C. Merritt circulate information on the meeting to Councillors.

**8. Parish Council Website.** C. Merritt reported that the new website was launched on 6<sup>th</sup> Sept 2016 and is up and running. C. Merritt advised that the Parish Council will need to trade up to a more expensive package in approximately two years as and when more storage capacity is required. L. Hartley advised that the site should be advertised more widely – C. Merritt has placed a notice in parish magazine. Notices on the parish noticeboard and on lampposts may

help. The Chair has been unable to contact the creator of the old Crayke Village website which remains very out of date. L. Hartley to contact him to request removal of the site.

9. **Parish Plan.** The Chair recommended that a Sub-Committee of the Parish Council be formed with the purpose of examining how a “review” process of the Crayke Parish Plan should be undertaken. The Parish Council was asked to consider submitting a Neighbourhood Plan – these can be developed before or at the same time as the local planning authority is producing its Local Plan.

Cllr Knapton advised the Council to consider the following points in conserving the feasibility of writing a Neighbourhood Plan:

- What are the reasons for writing a neighbourhood plan and what does the Council wish to achieve? Defining the purpose of the Neighbourhood Plan is essential.
- The plan must address the development and use of land and not as a means to block development
- A neighbourhood plan should support the strategic development needs set out in the Local Plan and plan positively to support local development.

Cllr Knapton suggested that a Councillor from HDC visit the Council to talk about the purpose of a Neighbourhood Plan. YLCA may also be able to provide initial support. J. Wright proposed and C. Merritt seconded and all agreed that further investigation be taken into the development of a Neighbourhood Plan.

10. **Correspondence** A list of the correspondence received since the July meeting was circulated. A copy of this list and access to any of the listed correspondence is available on request to the clerk. The Clerk highlighted the following correspondence:

**10.1 Scattering of Ashes.** An email had been received by the Clerk from Environmental Health, HDC regarding a complaint received from a Crayke parishioner. Human ashes have been scattered on and near the bench near the castle and a cleaning company allegedly hired to clean the area. HDC have asked the Parish Council if they hired the company and whether they would consider erecting a sign to discourage the practice of scattering ashes. The Council agreed that it was inappropriate to erect a sign at the site due to the sensitive nature of the issue. It was agreed to write a notice for the Parish Council website to request the sensitive scattering of ashes. The Parish Council has not been able to ascertain who cleaned the bench and surrounding area but understands that there is no legal requirement to clean the area and that the ashes do not pose a hazard to health. The Parish Council has agreed to monitor the situation and to discuss further if complaints are received directly.

11. **Thanks to the Outgoing Clerk.** M. Fielding was thanked for her hard work over the past year and a half and presented with flowers.
12. **Date and time of next meeting.** The next Ordinary Meeting will take place at 7.30 pm on Tuesday 19<sup>th</sup> November Sept 2016 at Crayke Sports Hall.

