

## Minutes of the Meeting of Crayke Parish Council held on Tuesday 16<sup>th</sup> January 2018 at Crayke Sports Hall which commenced at 7.30 p.m.

### Actions

#### 18.001 Present

Councillors: M Pepper (Chair), J Wright, C Merritt, N Jackson, T Moverley, L Hartley, S Featherstone

County & District Councillors: N Knapton (HDC)

Public: 1

#### 18.002 Apologies for absence

NYCC: C Patmore

#### 18.003 Declarations of interest - None

#### 18.004 Previous minutes

It was **resolved** to approve and sign the minutes of the meeting of the Council held on 21<sup>st</sup> November 2017 as a true record.

#### 18.005 Open Forum

There were no matters raised.

#### 18.006 Community, District and County Matters

1. HDC Local Plan (standing item) – All site assessment work has been completed and development of the Plan is on schedule.  
Further information is available on [www.hambleton.gov.uk/localplan/site/index.php](http://www.hambleton.gov.uk/localplan/site/index.php)
2. E&VCF meeting 7<sup>th</sup> December  
Councillor Merritt had attended and gave a brief report from the meeting which is appended below.
3. NYCC
  - a. Traffic Issues  
The Chairman reported on his discussion with the Highways Improvement Officer about traffic concerns in the village:  
20mph Restrictions  
NYCC policy is that it does not erect speed restriction signs without first establishing the need (e.g. accident history, evidence of speeding) and then assessing whether or not the physical layout of a particular stretch of road can be changed in such a way as to ensure that the 'new restriction' has the greatest chance of being 'self-enforcing'. That is, there is sufficient other physical devices in place, such as 'humps', chicanes etc. that lead to a willingness to comply with and accept the change.  
However, at the present time there is no available funding for the implementation of calming measures in view of recent severe budget cuts. This has been the position for a number of years.  
Weight Restrictions  
NYCC undertake ongoing surveys of road usage and traffic volumes. According to this information the vast majority of HGV's movements with the County are associated with the legitimate business of transporting agricultural related supplies and crops/livestock. That is to be expected in an area of intensive rural/agricultural activity. Therefore a weight restriction plea would not be supported. If there are problems of access for any individual then this can be remedied. And there are possible restrictions on the operational time of businesses.

Primary School Location

The road adjacent to the school is reasonably narrow, there is an access and exit point to a private layby, and it is the location of a bus stop. In addition there is 'on road' parking opposite the school throughout the day. Therefore the scope for calming measures is very restricted.

There is new research that suggests that pedestrian accidents have actually risen recently because people get more careless about crossing roads where restrictions are in place. Such research is ongoing.

The current congestion in this area of road actually reduces traffic speed although negotiation at peak times is clearly a problem. This is a point made by the Police previously.

The peak congestion in the vicinity of Crayke Primary School, at 'drop off' and 'pick up' times is no different to the situation found at 95% of other North Yorkshire Primary Schools each day. Most children are dropped off by a motor vehicle, mostly of the larger SUV type. The number of parents/children currently walking to the Crayke School has declined recently as the Crayke population of children has reduced. The offer to Parents to use the nearby parking facility at the Sports and Social Club and then walk to the school is only used by a very small number of parents.

Attitudes and behaviours are very difficult to change. However, some schools have tackled this problem by requesting the help of the NYCC Road Safety Unit. The children are given the message about traffic risk and the means of reducing this, (extra time for the journey, walking more, safe parking) which is then taken into the home. Children therefore influence parental behaviour.

Agreed Actions

To request the results from the speed monitoring which was carried out late last year on the entry to the village from Easingwold. These could then be put up on the village forum.

To apply to the York and North Yorkshire Road Safety Partnership ("95 ALIVE") to have speed monitoring on all four access roads into the village.

## b. Footpaths and bridle paths

Crayke Estate carried out their annual temporary closure of the permissive before Christmas. The signs they put up explaining the purpose of the closure were informative and useful.

We are still waiting to hear from NYCC whether there will be any money available in the coming year for hard core to repair Love Lane.

## c. Introduction of a permit scheme for roadworks

This was noted. Further information is available on the NYCC website.

## 4. Other matters or events of interest to the village

## a. HDC Primetime groups

Council noted the initiative. It was decided to share the information with the Sports and Social Club and to put it onto the website

## b. Councillor Merritt informed the Council that he intends to propose to the E&amp;VCF a project to create a compendium of all the sport and social activities available in the villages.

## c. HDC

Councillor Knapton updated the meeting on a number of topics:

Pepper

Pepper

New bridge at Dalton

The embankments have been completed and the new bridge will be operational later this year.

Old Police HQ

Development work is well underway and the new centre will be opening in Spring.

Tour de Yorkshire

The route has been announced, see the website for more information – [www.letour.yorkshire.com](http://www.letour.yorkshire.com) .

**18.007** Matters arising from the minutes

## 1. Bench by the School

We are still waiting to hear the result of our application for a grant from the NYCC Locality Fund.

## 2. Dog waste bins

a. Key Lane – it was agreed that all we need at the moment is an assessment of its condition.

b. Castle viewpoint – work to remove the graffiti is still to be done.

Hartley

Wright /  
Jackson

## 3. Precept

The Clerk reported that the precept demand for £3,089.25 as agreed at the November meeting was sent to HDC on 20<sup>th</sup> December.

The Chairman and Vice Chairman will write an explanatory note for the Parish magazine.

Pepper /  
Merritt

## 4. Matters related to fracking

Councillor Merritt updated the meeting on the recent work of SHAGAG and fracking related developments.

The advisory group, SHSGAG, has had two meetings on 12 Dec and 3 January.

The main activity has been preparation of submission material in relation to the forthcoming 'Examination in Public' of the Minerals and Waste Joint Plan (of York City, N Yorks, and NY Moors Nat Park).

Initial correspondence with the Programme Officer responsible indicates that notice will be given around mid January if the advisory group will be invited to participate in the hearings (likely to take place during February).

Other activities (including parish council briefings and other communication activities) are on hold while work is focused on the MWJP. The group continues to monitor developments and technical information.

Councillor Merritt agreed to circulate the dates of the M&WJP open meetings.

Merritt

## 5. Village Plan

Councillors Hartley and Merritt outlined their background work and explained the 3 stage approach they intend to take in developing the Plan: Village Appraisal, In depth investigations of issues, Action plan. It will include an investigation specifically focussed on youth in the village.

Council endorsed the approach.

They will consider whether the Annual Assembly could be used to "launch" the work within the village.

Hartley /  
Merritt**18.008** To receive and decide necessary action resulting from verbal reports from the Clerk or Councillors on matters in hand

- |   |        |
|---|--------|
| <ol style="list-style-type: none"> <li>1. Housing needs survey<br/>The Chairman reported on his discussions with HDC's Rural Housing Officer. They have provided a draft of a Housing Needs questionnaire for us to review. It was agreed that questionnaire could be used as it is. The Chairman agreed to inform HDC.</li> </ol>  | Pepper |
| <ol style="list-style-type: none"> <li>2. WWI Commemorations<br/>We have received further details about the national plan for a chain of beacons across the country on Armistice Day.<br/>In light of the additional information it was agreed that the castle, as proposed in November, would not be a suitable venue for a beacon in Crayke. The Chairman agreed to approach alternative venues.</li> </ol>   | Pepper |
| <ol style="list-style-type: none"> <li>3. Defibrillator<br/>Councillor Pepper's offer to continue working to establish a community group to manage the defibrillator was gratefully accepted.</li> </ol>  | Pepper |
| <ol style="list-style-type: none"> <li>4. NY Moors National Park LEADER Programme<br/>The notice inviting applications for funding for projects which support the rural economy has been received. It was noted that timescales are very short. It was agreed to forward the notice to the Sports and Social Club. Further information is available at <a href="http://www.northyorkmoors.org.uk/about-us/press-office/press-releases/articles2/applications-sought-for-leader-programme">http://www.northyorkmoors.org.uk/about-us/press-office/press-releases/articles2/applications-sought-for-leader-programme</a></li> </ol>   | Pepper |
| <ol style="list-style-type: none"> <li>5. Dealing with resignations of Councillors<br/>In light of the Chairman's impending move from the village, Council reviewed the process for handling resignations.</li> </ol>   |        |
| <b>18.009</b> Financial matters   |        |
| <ol style="list-style-type: none"> <li>1. It was <b>resolved</b> to receive and approve the report on the Council's financial position as at 21<sup>st</sup> December 2017.</li> <li>2. The following were noted:<br/>Receipts - None<br/>Payments: - None</li> <li>3. It was <b>resolved</b> to approve the following payments:               <ol style="list-style-type: none"> <li>a. ML Dawson, Grass cutting £240.00<br/>inc. VAT £40 (28/12/17)</li> </ol> </li> <li>4. Additional items circulated at the meeting - None</li> <li>5. Budget for 2018/19<br/>The Clerk presented a revised budget which took into account the precept demand agreed in November. It was <b>resolved</b> to approve the budget as presented.</li> </ol>  | Clerk  |
| <b>18.010</b> Planning  |        |
| <ol style="list-style-type: none"> <li>1. New Applications:           <ol style="list-style-type: none"> <li>a. 16/02187/LBC - Solway Cottage, Brandsby St. - Retrospective Listed building consent for removal of metal up and over door to replace with window to match existing dwelling – It was <b>resolved</b> to confirm the response of "No objection"</li> <li>b. 17/02455/FUL - Providence Farm, Rookery Lane - Additional domestic rooms to dwelling and self-contained holiday letting facility – It was <b>resolved</b> to confirm the response of "No objection"</li> </ol> </li> <li>2. Updates to Applications:           <ol style="list-style-type: none"> <li>a. 17/02014/FUL - Providence Farm Rookery Lane – Change of use of agricultural building into use class B8 (general storage of caravans and motorhomes) - Granted</li> <li>b. 17/02174/FUL – Hollybush Farm, Myra Bank – Single storey extension linking dwelling with detached outbuilding containing utility room – Granted</li> <li>c. 17/02455/FUL - Providence Farm, Rookery Lane - Additional domestic</li> </ol> </li> </ol> |        |

rooms to dwelling and self-contained holiday letting facility – Granted

3. Other planning matters  
None

#### 18.011 New items and correspondence to note or for decision

1. Appointment of and Internal Auditor  
It was **resolved** to appoint Hambleton Community Action Group to carry out our internal audit for 2017/18 at a cost of £90.
2. Council noted the letter from the former Chairman of Maunby, Newby Wiske and South Otterington Parish Council explaining the reasons for the resignation of all the Councillors last November.
3. NY Community Messaging
  - a. Notices:
    - The monthly police accountability meeting on 23<sup>rd</sup> January will be webcast live and that viewers can submit questions via twitter.
    - The consultation about police funding in 2018/19 closes on 28<sup>th</sup> January - [www.northyorkshire-pcc.gov.uk](http://www.northyorkshire-pcc.gov.uk)
  - b. Anyone can subscribe to the messaging service to be kept up-to-date with the latest information about policing, road safety and road closures, neighbourhood news and events - [www.northyorkshirecommunitymessaging.org](http://www.northyorkshirecommunitymessaging.org)  
Crayke Good Neighbourhood Scheme (local Neighbourhood Watch) are also working to keep villagers informed and warned where necessary.

#### 18.012 Items for the next agenda.

1. Proposal from a parishioner for a new noticeboard.

**18.013** It was confirmed that next meeting of the Council will be on Tuesday 20<sup>th</sup> March 2018 starting at 19:30 in the Sports Hall.

#### Abbreviations

E&VCF – Easingwold and Villages Community Forum	SHSGAG – South Hambleton Shale Gas Advisory Group
HDC – Hambleton District Council	NYCC – North Yorkshire County Council
M&WJP – Minerals and Waist Joint Plan	YLCA – Yorkshire Local Council Association

## **APPENDICES**

### **Easingwold and Villages Community Forum Meeting held on 7<sup>th</sup> December 2017**

Councillor Merritt attended on behalf of Crayke PC

There were two main items on the agenda; 1. Further edits and completion of the Community Plan; 2. Youth services

1. Regarding the Community Plan, a revised version was prepared which included dividing priorities into Tier 1 and Tier 2

Parking (in Easingwold centre) was moved to Tier 2 because of a Highways Order issue. Shale Gas action was re-included in Tier 2 (from completed) because it is very much ongoing and crucial in view of the imminent Examination in Public of the Minerals and Waste Joint Plan.

Several items listed as actions for specific parishes (mainly Husthwaite) were made general. The forum discussed an issue raised of improving police attendance at rural incidents. It was agreed to ask Bill Wood of the South Hambleton Neighbourhood Watch Association to speak at the next meeting.

2. Panda Gledhill of 'North Yorkshire Youth' spoke of the work of the group. Funded by NYCC. Raised the question as to what might be done to help villages (e.g. Youth Clubs etc). Action to circulate PCs to assess demand/need (Youth means 8 to 18 year olds).

Mention was made of the Community Awards. P Cole to circulate a reminder.

Next meeting Thursday 22 February 2018 in Galtres Centre

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## Minutes of the Meeting of Crayke Parish Council held on Tuesday 20th March 2018 at Crayke Sports Hall which commenced at 7.30 p.m.

**18.014 Present**

Councillors: C Merritt (Chair), C Merritt, N Jackson, T Moverley, L Hartley, S Featherstone

County & District Councillors: 0

Public: 1

**18.015 Appointment of Chairman**

Councillor Merritt was unanimously elected Council Chairman

Councillor Hartley was unanimously elected Vice Chairman

Council expressed their gratitude to the retiring Chairman, Councillor Pepper, for his tireless work for the village during his 3 years as Councillor and latterly Chairman.

**18.016 Apologies for absence**

Councillors: J Wright,

Others: N Knapton (HDC)

**18.017 Declarations of interest - None****18.018 Previous minutes**

It was **resolved** to approve and sign the minutes of the meeting of the Council held on 16<sup>th</sup> January 2018 as a true record.

**18.019 Open Forum**

Council was asked about progress in getting potholes repaired.

It was noted that the potholes near the school were repaired but poorly.

Because of the damage to road surfaces throughout the county caused by the recent bad weather, the meeting was warned not to expect a quick response from Highways. However, it was emphasised that potholes should still be reported.

It was agreed to put a notice in the Parish Magazine and on the website to remind villagers how to report potholes.

**18.020 Community, District and County Matters**

1. HDC Local Plan (standing item) – There will be an update on progress at the HDC Parish Liaison meeting on 17<sup>th</sup> May.

Information about the Plan is available on

[www.hambleton.gov.uk/localplan/site/index.php](http://www.hambleton.gov.uk/localplan/site/index.php)

2. E&VCF meeting 22<sup>nd</sup> February

No one from the Council had been able to attend the meeting but Councillor Merritt was able to give a brief report on the proceedings:

There had been a presentation on Community Behaviour, and mention was made of a forthcoming event on Dementia Awareness.

An Easingwold and surrounding villages litter pick was announced and bin bags distributed, but on the day the event in some areas had to be postponed due to snow.

3. NYCC

- a. Highways Matters

A “speed concern” report has been submitted and acknowledged. We

**Actions**

Merritt

requested that three points are monitored: the meetings of Brandsby Street and Brandsby Road and of West Way and Crayke Lane and also near to the school junction and Town End Farm.

The cobblestones on the Brandsby Street/Permissive path entrance to the Sewerage plant have been cemented.

The repairs to the potholes by the school were not done well and will have to be done again.

4. Other matters or events of interest to the village  
None were raised.

#### **18.021** Matters arising from the minutes

1. Housing Needs Survey

The report from the survey had been received just before the meeting. Only 4 forms had been returned and the need within the village is minimal. The report suggests two courses of action: (1) open up the assessment to include neighbouring parishes, (2) consider a Community Led Housing project to meet this identified need in full or part.

It was agreed to discuss the report at the next meeting.

2. Defibrillator

- a. There had been a First Aid incident where the unit was called on but fortunately it did not need to be used.
- b. Two more CPR training sessions are being arranged and will be publicised once the dates have been confirmed.
- c. The Sports and Social Club have been informed about the offer of matched funding from the Lions for a second unit.

3. Litter and Dog waste bins

The bin on Key Lane is serviceable and does not need any repairs.

4. Matters related to fracking

Councillor Merritt updated the meeting on the recent work of SHAGAG and fracking related developments.

The planned fracking at Kirby Misperton had been postponed “until at least the autumn”. It is unclear what, if anything, this means for other planned operations.

The ‘examination in public’ of the Minerals and Waste Joint Plan (produced jointly by York City Council, North Yorkshire County Council and the North York Moors National Park) is underway, and SHSGAG, our local advisory group, has been preparing its inputs. The single day allocated to hydrocarbons was held on Tuesday 13<sup>th</sup> March and was attended by Christopher Stratton and Peter Fox for SHSGAG. Councillor Merritt summarised what Mr Stratton and Mr Fox had reported back to SHSGAG about the session:

They reported that the meeting was very unsatisfactory because of the disappointing performance of the Government-appointed Inspector. She was very dismissive of verbal evidence from the Council representatives and from the range of public and special interest groups present, including SHSGAG. Conversely she appeared to endorse almost all verbal submissions and positions of the industry’s legal representative. On all of the key points of concern submitted on behalf of local communities, the industry claimed there was no evidence to justify any restriction on their activity and that any restriction was against Government policy. The SHSGAG representatives felt that inspector “leaned heavily towards” those views.



Therefore, the SHSGAG are in the process of submitting a formal complaint about the procedure and the apparent bias exhibited by the inspector.

SHAGAG will also be contacting Kevin Hollinrake MP for his support, since he has previously committed his support in writing on the matters of buffer zones around protected areas, separation distances from housing, added controls on HGV traffic access and financial security to insure restoration following any shale operation.

#### 5. Village Plan

Councillor Hartley gave an update on progress.

The next step will be to send a letter to specific people and groups asking for feedback to identify key issues and areas for inclusion in a wider consultation.

Council discussed ways of informing residents about the Plan and encouraging input and also of the different demographic groups that need to be included in consultations.

Hartley /  
Merritt

#### 6. WWI Armistice Commemorations

Councillor Featherstone has offered to make the beacon which will be placed on the slope above the Sports and Social Club.

Featherst  
one

#### 7. New Noticeboard

Various locations for a new board were reviewed. Councillor Merritt agreed to discuss with residents near each location and to investigate what permissions would be needed.

Merritt

### 18.022 To receive and decide necessary action resulting from verbal reports from the Clerk or Councillors on matters in hand

#### 1. Bench by the School

The Clerk reported that our application for money from the County Councillor's Locality Budget had been unsuccessful. It was agreed to re-apply at the start of the next financial year as well as to look into other possible sources.

Clerk

#### 2. Easingwold And Villages Action Against Dementia

During the next couple of months there will be a series of roadshows around the area. The one local to us will be on 29<sup>th</sup> March in the Galtres Centre starting at 18:00.

The events are open to everyone and provide an opportunity to find out more about dementia, what support is available locally and what individuals or groups can do to help

### 18.023 Financial matters

1. It was resolved to receive and approve the report on the Council's financial position as at 21st February 2018.

2. The following were noted:

Receipts:

a. Northern Electric, Wayleave £22.57

Payments:

b. Durham Ox, Contribution to the installation cost of the defibrillator £190.00

inc. VAT £0.00

3. It was resolved to approve the following payments:

a. Clerk's salary and expenses for 2017/18 £1,662.65

inc. VAT £0.33

- |                                                                                                                                                                                                                         |         |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|
| b. HMRC, PAYE for 2017/18                                                                                                                                                                                               | £397.40 |
| 4. Council noted the alteration to the recorded cost of the Village Greens seminar in the finance reports for September 2017 from £115.00 to £86.25. We were able to secure a discount on the cost originally recorded. |         |
| 5. Additional items circulated at the meeting:                                                                                                                                                                          |         |
| a. YLCA, Annual subscription<br>inc. VAT £0.00 (1/4/18)                                                                                                                                                                 | £130.00 |
| It was <b>resolved</b> to approve the payment.                                                                                                                                                                          |         |

#### 18.024 Planning

1. New Applications:
  - a. 17/02617/FUL – Oak Dene Farm, Rookery Lane - Change of use of land from agricultural to domestic and agricultural / equestrian use, part demolition of existing dwelling and outbuildings. Extension to dwelling house, alteration of commercial building to ancillary domestic accommodation, construction of domestic pool building, stables and lunge building. Formation of new vehicular access and track – It was **resolved** to confirm the response to support the application.
  - b. 18/00193/FUL – Rookery House, Rookery Lane - Retrospective application for construction of domestic outbuilding – It was **resolved** to confirm the response to support the application.
  - c. 18/00304/FUL – OS Field 2064, Crayke Lane – Proposed full planning permission for permanent retention of timber barn and mobile stable block. Concern was expressed that converting the status of a mobile field unit into a permanent building could set an undesirable precedent, especially within an AONB, of placing mobile units in agricultural fields then requesting to have these changed for permanent buildings. No justification was provided on this proposal.

The following applications had been received since the agenda was published and were considered:

- d. 18/00233/FUL – The Hayloft, Brandsby Street – Conversion of two cottages into one dwelling – it was **resolved** to make no objection
  - e. 18/00405/HNA – Hazelwood Farm, Mossland Lane – Removal of 105m of hedgerow – it was **resolved** to make no objection
  - f. 18/00359/FUL – Water Hall Farm, YO61 4TT – Construction of agricultural building for livestock - it was **resolved** to make no objection with the comment “Crayke Parish Council does not object to the application but requests that consideration is given to adjacent pig units and the cumulative impact on the local environment and the amount of heavy vehicle movements should this development be used for pigs as opposed to sheep or cattle.”
2. Updates to Applications:  
None
  3. Other planning matters  
None

#### 18.025 New items and correspondence to note or for decision

1. Annual Parish Assembly  
It was agreed to hold the Assembly immediately prior to the Council’s Annual Meeting on 20<sup>th</sup> May and to expand the agenda to include publicising the Village Plan consultations
2. Erosion of the Village Green  
Several instances of damage from vehicles cutting into or parking on the

edge of the Green have been reported by parishioners and Councillors. Council discussed what could be done to highlight the problem to villagers and to prevent further damage.

It was noted that, though, the Parish Council has a duty to protect the Village Green it has no statutory powers to control traffic. It was also noted that regulations limit the sort of barriers that can be put next to the Highway. Councillor Merritt agreed to look into ways of consulting villagers on measures to prevent further erosion and to investigate the Highway regulations.

Merritt

3. Annual Litter Pick

It was agreed to hold it on 21<sup>st</sup> April as long as there are no other village events on that date. Councillor Merritt agreed to confirm the date and to find a volunteer to run it.

Merritt

4. Crayke Open Weekend

This will be on 7<sup>th</sup> and 8<sup>th</sup> April. Whilst there is no specific involvement of the Parish Council, the Chairman asked Councillors to consider any way they might be able to help on the day.

5. Hambleton Business Awards

Council noted the launch of the next round of awards.

**18.026** Items for the next agenda.

None

**18.027** It was confirmed that next meeting of the Council, which will be the Annual Meeting, will be on Tuesday 15<sup>th</sup> May March 2018 starting at 19:30 in the Sports Hall, preceded by the Annual Parish Assembly.

**Abbreviations**

|                                                 |                                                   |
|-------------------------------------------------|---------------------------------------------------|
| E&VCF – Easingwold and Villages Community Forum | SHSGAG – South Hambleton Shale Gas Advisory Group |
| HDC – Hambleton District Council                | NYCC – North Yorkshire County Council             |
| M&WJP – Minerals and Waist Joint Plan           | YLCA – Yorkshire Local Council Association        |

## Minutes of the Meeting of Crayke Parish Council held on Tuesday 15th May 2018 at Crayke Sports Hall

### Actions

#### 18.028 Present

Councillors: C Merritt (Chair), N Jackson, T Moverley, L Hartley, S Featherstone, J Wright

Public: 2

District & County Councillors: N Knapton (HDC), C Patmore (NYCC)

#### 18.029 Appointment of Chairman

Councillor Merritt was unanimously elected Council Chairman and signed the Acceptance of Office

#### 18.030 Appointment of Vice Chairman

Councillor Hartley was unanimously elected Council Vice Chairman and signed the Acceptance of Office

#### 18.031 Apologies for absence

None

#### 18.032 Vacancy for a Councillor

No-one had come forward for nomination.

#### 18.033 Declarations of interest

Councillor Moverley declared a personal interest in item 13.1.

#### 18.034 Councillor appointments

The following appointments were agreed:

Bank signatories – Councillors Featherstone, Jackson, Merritt, Moverley

Audit Advisory Panel – Councillors Merritt, Hartley and Moverley

Council representatives to the Crayke Parochial Charities – Councillors

Featherstone and Moverley

Co-opted School Governor representing the Council – Councillor Jackson

YLCA – Councillor Hartley was appointed as second Council representative;

Councillor Merritt, as Chairman, is ex officio the lead representative.

#### 18.035 Previous minutes

It was **resolved** to approve and sign the minutes of the meeting of the Council held on 20<sup>th</sup> March 2018 as a true record.

#### 18.036 Open Forum

No topics were raised.

#### 18.037 Community, District and County Matters

1. HDC Local Plan (standing item) – There will be an update on progress at the HDC Parish Liaison meeting on 17<sup>th</sup> May.  
Information about the Plan is available on [www.hambleton.gov.uk/localplan/site/index.php](http://www.hambleton.gov.uk/localplan/site/index.php)
2. E&VCF meeting 26th April - The Chairman had attended and gave a brief report:  
There was an update on progress with the programme on dementia. A series of roadshows had been held, some better attended than others. Work is continues to secure the 'Dementia-friendly' status for Easingwold and district.  
Peter Fox gave an update on the fracking issue, in particular the

proceedings of the 'Examination in Public' of the Minerals and Waste Joint Plan.

David McKnight gave a presentation on the 'Vibrant Market Towns' investment plan. This programme is working to preserve and enhance our market towns. Easingwold scored very highly as a popular market town visitor location, especially with regard to the 'Café Culture' which has been encouraged and supported. The programme places much emphasis on cooperation of local businesses, advice on marketing and communication approaches, including modern social media such as the importance of gaining positive 'TripAdvisor' reviews.

The EVC Plan was reviewed

As suggested at a previous meeting of Crayke PC, Councillor Merritt raised the subject of a local directory of clubs, activities and services within the local villages to help awareness of what is available, to avoid duplication and to ensure projects and activities achieve sustainable patronage. It was agreed to take this on board. One concern expressed was that this should not lead to centralisation and risk isolating some small communities.

### 3. HDC

- a. Community Led Housing - There will be an event about Community Led Housing at the Galtres Centre on 22<sup>nd</sup> May from 6 to 8pm. It is aimed at landowners, parish councils and communities who are interested in progressing small community led housing schemes in the district.
- b. Waste Collections – HDC have revised the routes and schedules of bin collections to make them more efficient, the changes will significantly reduce the journey costs of the waggons. The changes will be made in June, householders will be told about the changes during the next few weeks.

### 4. NYCC

- a. Home to school transport for children with learning difficulties – the County receives a grant of £5m from central government for the service but it actually costs £8m and the need is growing so they are looking into alternative ways of providing the service.
- b. Home Care is also being looked into to save travel costs.
- c. School funding – ca. 20% of schools in the county are in deficit, County continues to lobby for increased government funding for our schools.
- d. Highway maintenance – County is very aware of the problems with the state of the roads and is working to improve them
- e. Police and Fire & Rescue Service merger – the response from the consultation was an overwhelming preference for them not to be merged; no decision has yet been taken.
- f. Devolution in Yorkshire – authorities in the region are still actively investigating and negotiating on options for some form of Yorkshire Region

## 18.038 Matters arising from the minutes

### 1. Defibrillator

We are still in the process of identifying the team who will lead and manage the device, and arranging further training sessions for volunteers from the village.

The fund has a positive balance of £411 to fund further training. However,

we need to be mindful that there are maintenance costs which have to be allowed for and periodic replacement of the pads and batteries.

## 2. Matters related to fracking

Councillor Merritt updated the meeting on the recent work of SHAGAG and fracking related developments.

### a. Minerals and Waste Joint Plan

Following the first hearing of the Examination in Public, on 13 March, various complaints had been lodged with the inspector concerning the apparent favouring of the industry perspective. This included a written complaint from SHSGAG.

Whether as a consequence or not, a second day of hearing was added on Shale Gas, on 13 April, also attended by C Stratton for SHSGAG. This time the inspector seemed much more receptive to some of the concerns of local communities, and she displayed a more favourable reaction to the proposals on 'buffer zones' around National Park and AONB areas. However there still seems to be an uphill battle to ensure reasonable setback distances of drilling pads from dwellings (500 metres proposed) and also access of HGV traffic via minor (i.e. non A or B class) roads.

### b. Meeting with Kevin Hollinrake MP

On 12 May representatives of SHSGAG met with KH to discuss ongoing concerns, especially regarding setback distances from dwellings, which KH has consistently supported. KH will press for the inclusion in the National Planning Policy Framework of added protection of both zones around protected areas and around dwellings and settlements.

### c. Planning applications

The company, Ineos, which holds the licence for shale operations in our area, are currently pursuing planning applications for drilling on a site at Harthill, near Rotherham. Thus far the district planning authority has refused their plans on several grounds, including traffic access via a very small road, and also environmental considerations. These matters are being challenged by the company. Ineos has also indicated they will pursue legal challenges against the National Trust, for refusing access to their land, and against the Scottish Government for introducing a moratorium on fracking.

## 3. Village Plan

Councillor Hartley gave an introduction to the Village Appraisal at the preceding Annual Parish Meeting.

An information board has been created which will be taken to village events and meeting places to both publicise the Appraisal and to gather comments and suggestions.

## 4. New Noticeboard

A preferred location has been identified but we need to consult with the residents nearby before going any further.

It was also agreed that we should review what the board will be used for before thinking about a design.

## 18.039 To receive and decide necessary action resulting from verbal reports from the Clerk or Councillors on matters in hand

### 1. Bench by the School

County Councillor Patmore advised that there is the possibility that some funding might be available from this year's Locality Budget and that she

Merritt

Clerk

would have more information in the very near future.

## 2. Roads and traffic

The Chairman gave a roundup of the problems in his annual report to the preceding Annual Parish Meeting.

We have a commitment from the '95Alive' road safety partnership to monitor over the coming weeks the speed of vehicles entering Crayke from the Brandsby and Stillington directions, in order to assess the scale of any speeding issue.

### 18.040 Financial matters

1. It was **resolved** to receive and approve the financial reports for the year 2017/18.

2. It was **resolved** to receive and approve the report on the Council's financial position as at 21<sup>st</sup> April 2018.

3. The following were noted:

Receipts:

- |                                   |           |
|-----------------------------------|-----------|
| a. Northern Powergrid, Wayleave   | £22.55    |
| b. HDC, Precept for 1st half year | £1,544.63 |

Payments & Charges:

None

4. It was **resolved** to approve the following payments:

- |                                                                                                 |        |
|-------------------------------------------------------------------------------------------------|--------|
| a. YLCA, Seminar on the General Data Protection Regulations<br>inc. VAT £0.0 (2/5/18, 106-1819) | £33.75 |
|-------------------------------------------------------------------------------------------------|--------|

5. Additional items circulated at the meeting:

None

6. Increase in Clerk's Salary

The Clerk's contract ties the salary to the rate recommended by the National Association of Local Councils (NALC), the governing body for Parish and Town Councils. It was **resolved** to adopt the increase for 2018/19 as recommended by NALC.

### 18.041 Planning

1. New Applications:

- a. HAM/2017/17 – Home Farm, Brandsby St. – Public path diversion order – the notice was discussed and it was agreed that no further response was necessary; Councillor Moverley did not take part in the discussion.

2. Updates to Applications:

- a. 18/00304/FUL – OS Field 2064 – Permanent retention of timber barn and mobile stable block – Refused
- b. 18/00233/FUL – The Hayloft, Brandsby St. – Conversion of two cottages into one dwelling - Granted
- c. 17/02617/FUL – Oak Dene Farm, Rookery Lane – Change of use of land from agricultural to domestic & agricultural/equestrian use, part demolition of existing dwelling & outbuildings. Extension to dwelling house, alterations of commercial building to ancillary domestic accommodation, construction of domestic pool building, stables and lunge building. Formation of new vehicular access and track. – Granted
- d. 18/00193/FUL – Rookery House – Retrospective application for construction of domestic outbuilding – Granted

It was noted that the decisions by HDC on all these applications were in line with the views submitted by the Parish Council.

3. Other planning matters

None

### 18.042 New items and correspondence to note or for decision

For information regarding items 1 to 3:

Each year every Parish Council has to complete and publish an Annual Governance and Accountability Return (AGAR). The content and format of the AGAR is set by central government. It has 4 parts:

- an optional Certificate of Exemption (see item 1 below for more information about this)
- a report from an Auditor appointed by the Council, called the Internal Audit Report
- an Annual Governance Statement which is a test of whether the Council has the required controls in place to ensure it is operating within the regulations
- an Accounting Statement which summarises the income and expenditure for the year and the Council's financial health

The AGAR, once completed, is published on the Council's website.

## 1. Certificate of Exemption

There has been a change to the Governance and Accounting regulations which exempts Local Councils with an annual turnover of less than £25k and which meet certain criteria from the automatic requirement to have their AGAR reviewed by the government appointed auditor, termed an "External Audit". Councils which meet the criteria can choose to have one, at a cost of £200, or to exempt themselves.

It was agreed that we meet the exemption criteria and that there are no points that we wish to have a view on from an External Audit. Therefore it was **resolved** to sign and submit a Certificate of Exemption.

Clerk

## 2. Annual Governance Statement

Council reviewed the requirements in this section and agreed that we meet them all. Therefore, it was **resolved** to approve and sign the Governance Statement.

## 3. Annual Accounting Statement

The Clerk presented a draft of the accounting statement. Council **resolved** to accept the draft and to sign the Accounting Statement.

## 4. Asset Register

The list of village assets was reviewed and our responsibility for the village signs put up by the AONB and the defibrillator was queried. The Clerk will contact our insurers for their advice.

Clerk

## 5. General Data Protection Regulations (GDPR)

The Clerk gave a brief explanation of the current understanding of the GDPR will affect us.

Though the regulations will come into force on 25th May there are some points which are still unclear, notably whether a small Local Council such as Crayke will have to appoint a Data Protection Officer (DPO).

The Information Commissioner Office (ICO) has advised that Local Councils will not be expected to be fully compliant with the regulations on 25th May but will be expected to be demonstrably working towards becoming compliant.

Data Protection Officer – it was **resolved** to authorise the Audit Review Panel to appoint the YLCA as our DPO should it be necessary to have one and they deem the cost acceptable.

Data Audit – the immediate action is to catalogue the information we hold and, using the criteria in the GDPR, decide whether any action is required. It was **resolved** to authorise the Audit Panel to carry out a data audit.

Privacy Notices – we need to approve two, one for the public to be put onto the website and another for Councillors and staff. The Clerk will circulate the YLCA model notices for discussion and approval at the next meeting.

Clerk

Policies – we need to update our policies on data retention, data security

Clerk



and subject access requests.

6. Annual Insurance

We have received a quote of £350.00 for this year's insurance. This was the most competitive found by the specialist broker. It was **resolved** to accept the quote.

7. Consultation on unauthorised development and encampments

This has been launched by central government seeking views of councils who have experience of the problems. Council noted the consultation but it was agreed that we have no relevant input to make to it.

**18.043** Items for the next agenda.

None

**18.044** It was confirmed that next meeting of the Council will be on Tuesday 17<sup>th</sup> July 2018 starting at 19:30 in the Sports Hall.

**Abbreviations**

|                                                 |                                                   |
|-------------------------------------------------|---------------------------------------------------|
| E&VCF – Easingwold and Villages Community Forum | SHSGAG – South Hambleton Shale Gas Advisory Group |
| HDC – Hambleton District Council                | NYCC – North Yorkshire County Council             |
| M&WJP – Minerals and Waste Joint Plan           | YLCA – Yorkshire Local Council Association        |

## Minutes of the Meeting of Crayke Parish Council held on Tuesday 17th July 2018 at Crayke Sports Hall

### Actions

#### 18.045 Present

Councillors: C Merritt (Chair), N Jackson, T Moverley, L Hartley, S Featherstone, J Wright

Public: 1

District & County Councillors: C Patmore (NYCC)

#### 18.046 Apologies for absence

None

#### 18.047 Vacancy for a Councillor

No-one had come forward for nomination.

#### 18.048 Declarations of interest

None

#### 18.049 Previous minutes

It was **resolved** to approve and sign the minutes of the meeting of the Council held on 15<sup>th</sup> May 2018 as a true record.

#### 18.050 Open Forum

No topics were raised.

#### 18.051 Community, District and County Matters

1. HDC Local Plan (standing item) – The number of homes required each year has been reduced slightly. Under the current timetable the plan is due to be complete for approval by the end of 2019.  
The latest information about the Plan is available on [www.hambleton.gov.uk/localplan/site/index.php](http://www.hambleton.gov.uk/localplan/site/index.php)
2. E&VCF meeting 28th June – No-one from the Council had been able to attend. The minutes of the meeting have yet to be published.

#### 18.052 Matters arising from the minutes

##### 1. Defibrillator

Two training events have been arranged for Saturday 28<sup>th</sup> July. To date 18 people have booked to attend. The Chairman reported that there are still places available.

##### 2. Matters related to fracking

Councillor Merritt updated the meeting on the recent work of SHAGAG and fracking related developments.

The advisory group, SHSGAG, has been following and responding to events.

Following the Public Examination of the local planning authorities' 'Minerals and Waste Joint Plan' (MWJP), the fracking industry representatives lobbied Government and a Ministerial Statement by Greg Clarke threatened to over-rule local planning authority decisions by making shale gas exploration "permitted development" (meaning decisions were taken from local authority scrutiny to a national body).

This caused great concern to many of those taking part in the Public Examination, and even the Inspector was concerned. SHSGAG were invited to submit a response to the Ministerial Statement, which we did.

Also a new All Party Parliamentary Group (APPG) on the impact of shale gas has been set up by North Derbyshire MP, Lee Rowley (in whose constituency is a current planning application for shale gas operations by Ineos). Mr Rowley has expressed concern at the Ineos application. SHSGAG submitted a package of information to the new APPG, which was well received.

A recent hearing on 'Planning Guidance on Fracking' was held by the Select Committee for Housing, Communities and Local Government. Their report was also very supportive of the right of local planning authorities to adapt guidance on fracking to local considerations, and in contrast to the Ministerial Statement, they stated that it was "inappropriate for fracking to be regulated by a single regulator".

In short, a battle is still ongoing between the shale gas industry, (with support from some elements of Government), and a combination of local authorities and special interest groups, to ensure that the potential impact of fracking is properly considered and regulated.

To date there have still been no applications for fracking in our local area, but we are watching developments elsewhere very closely.

### 3. Village Plan

The information board has been generating comments and suggestions which have been collated and will be used to inform the next stages of developing the Plan. Input is still welcomed and the board and suggestions box are still in the Sports Centre.

The village Fete in September will be used to further publicise the work on the Plan and to garner more input.

Merritt /  
Hartley

### 4. New Noticeboard

After the Chairman's discussion with residents next to the proposed location it was concluded that it would not be suitable. Other locations are being investigated.

Merritt

### 5. Traffic

We have been sent the results of the traffic monitoring that 95 Alive carried out on the Brandsby Road entrance to the village. They show that 1 in 6 cars is above the speed limit. The report from 95 Alive suggested that Crayke joins the Community Speed Watch scheme. However, after some discussion which included hearing about the experiences in other villages that had joined the scheme, it was agreed that the difficulties outweigh the benefits.

NYCC Councillor Patmore informed the meeting that NYCC will be introducing a scheme to give Parish Councils the opportunity to purchase or hire Vehicle Activated signs. It was agreed to investigate this when it is introduced.

### 6. GDPR

- a. Data Protection Officer (DPO) – Council noted that the regulations do not require Parish Councils to appoint a DPO and that it is up to each Council to decide whether they would benefit from appointing one.

It was **resolved** not to appoint a DPO.

- b. Privacy Notices – Council reviewed and approved the public and internal privacy notices presented for approval.  
The internal notice will be issued to the Councillors and Clerk; the public notice will be placed on the website.

Clerk

7. Annual Governance and Accounting Return (AGAR)

- a. Internal Auditor's report – Council **resolved** to accept and approve the report. It was noted that the Auditor had found no issues of concern
- b. Council noted that Certificate of Exemption had been posted to the government appointed auditor on 23<sup>rd</sup> May.
- c. Council also noted that the AGAR and the statutory Notice of Rights had both been published on the website on 23<sup>rd</sup> of June, well before the deadline of 30<sup>th</sup> June.  
Both are also on the noticeboard.

8. Audit Panel's Report

Council accepted the report and approved all the recommendations of the Panel.

A copy of the report is attached as an appendix.

Clerk

**18.053** To receive and decide necessary action resulting from verbal reports from the Clerk or Councillors on matters in hand

1. Richmondshire and Whitby Clinical Commissioning Group

We have received notice of the Group's next public meeting - Thursday 26 July 2018 from 1.30pm at Suite 4, Evolution Business Centre, 6 County Business Park, Darlington Road, Northallerton, DL6 2NQ. For further details:

<https://www.hambletonrichmondshireandwhitbyccg.nhs.uk/governing-body-meetings>

It was noted that, though the village is served by the Vale of York CCG, because we are close to the boundary of 3 CCGs (York, Harrogate, Richmondshire), there may be occasions when villagers use the services of any of the three

2. Village Green

Over the last few weeks the Chairman had to get involved with a couple of problems with the use of the Green. Both had been amicably resolved. Council endorsed the Chairman's solutions to both.

**18.054** Financial matters

1. The Chairman reported that he had examined the bank records for the period 22<sup>nd</sup> June to 16<sup>th</sup> July and that there had been no transactions in the period.

2. It was resolved to receive and approve:

- the report on the Council's financial position as at 21st June 2018
- the revised Budget report

3. The following were noted:

Receipts:

None

Payments & Charges:

- |                              |         |
|------------------------------|---------|
| a. Internal Auditor's fee    | £90.00  |
| inc. VAT £0.00 (1/6/18, 113) |         |
| b. HMRC, PAYE                | £397.40 |
| c. ICO, Annual charge        | £35.00  |

4. It was resolved to approve the following payments:

None

5. Additional items circulated at the meeting:  
None

### 18.055 Planning

1. New Applications:
  - a. 18/01014/FUL – Whistling Green - First floor extension over existing garage to form replacement conservatory – It was **resolved** to confirm the response of: “The Parish Council has no objection to the construction of the new building but does object to the materials proposed. The conservatory is separated from the main property but abuts the adjoining cottages which are of a different construction to property. Therefore the materials used for the extension should match the cottages rather than the main property, in particular tiles rather than slate for the roof and, rather than white UPVC, wooden or brown UPVC window frames.”
  - b. 18/00979/CAT – Crayke Hall, Church Hill - Application to fell one poplar tree in a Conservation Area – It was **resolved** to confirm the response of: “The Parish Council has no objection to the application.”
  - c. 18/00961/FUL – Woodfield Farm - Construction of agricultural unit for the housing of pigs – It was **resolved** to confirm the response of: “The Parish Council has no objection to the construction of the new building. However, Council notes that the building is within the AONB and has a concern that the colour proposed, grey, is not appropriate to the area and requests that the view of the AONB about the colour is taken into consideration.”
  - d. 18/00954/FUL - Dalby Lodge Easingwold Road - Proposed demolition of the front porch and the rear porch, coal house and W.C. Construction of single storey extensions to the front and rear. Construction of a detached single garage – It was **resolved** to confirm the response of: “The parish council objects to the application. The view of this property seen by the public would be the side view of the plain brick wall and roof of the garage. This would be out of character with the village and surrounding properties in a prominent position at the busiest entrance to the village.”

The following application had been received after the agenda was published:

- e. NY/2018/0121/FUL replacement waste water treatment works (1700 sq. metres), erection of 2.41 m high green weld mesh fence, new site access south west of the site and hardstanding (1,350 sq. metres) it was **resolved** to respond to the consultation supporting the works to the sewage plant, but expressing concerns regarding the location of the temporary track, specifically the access point onto Brandsby Road. The council wishes to make approval conditional upon a commitment to ensure the track is temporary, and that the road verge at the entrance to the village is returned to its present condition following the installation of the sewage plant.
2. Updates to Applications:
    - a. 18/00961/FUL - Woodfield Farm - Construction of agricultural unit for the housing of pigs – Granted
    - b. 18/00979/CAT – Crayke Hall, Church Hill – Application to fell ne poplar tree in a Conservation Area – Granted
  3. Other planning matters  
None

### 18.056 New items and correspondence to note or for decision

## 1. Parish Portal

The Chairman gave a brief account of his recent use of the portal to report highway problems.

## 2. Asset Register

The previous week the Chairman and Clerk had walked round the village to inspect all the major items and had updated the register to reflect the current state of each. Council reviewed the register and the following actions were approved:

- a. Seat, RHS Church Steps to the Green – contact the Church to have the hedge cut back
- b. Cat Lane – contact the adjacent landowners to have the undergrowth cut back
- c. Seat, opposite the school – apply to NYCC for match-funding for a replacement.

Merritt

Featherstone  
Clerk

## 3. Proposal from resident re Church Hill

As we are in the harvest season there will be wide agricultural vehicles using the Hill. It was proposed that the Council send a note to all the residents on Church Hill asking them to park on the north side particularly if they are going away.

The proposal was discussed at length. A variety of measures to address this particular problem have been tried in the past, included writing to each resident on Church Hill but none had had much effect.

The Chairman reported that he had already put a notice in the Parish Magazine reminding all residents to park so as to allow farm vehicles to get through the village.

While it acknowledges the problem, Council did not adopt the proposal.

**18.057** Items for the next agenda.

Commemoration of the Armistice

**18.058** It was confirmed that next meeting of the Council will be on Tuesday 18<sup>th</sup> September 2018 starting at 19:30 in the Sports Hall.**Abbreviations**

|                                                 |                                                   |
|-------------------------------------------------|---------------------------------------------------|
| E&VCF – Easingwold and Villages Community Forum | SHSGAG – South Hambleton Shale Gas Advisory Group |
| HDC – Hambleton District Council                | NYCC – North Yorkshire County Council             |
| M&WJP – Minerals and Waste Joint Plan           | YLCA – Yorkshire Local Council Association        |

**Attachments** – Audit Panel's year-end report

# Audit Panel

## Report from the Year End Review Meeting on 6<sup>th</sup> June 2018

Present: C Merritt (Chair), L Hartley, T Moverley, Clerk

The Panel met to carry out the checks on Council Business as laid out in the 2017/18 Audit Plan and to complete the 2017/18 Annual Return as authorised by Council

### 1. Review of the Draft Audit Plan for 2018/19

The audit plan for 2018/19 was approved as presented.

### 2. Checks As Per The Audit Plan

#### a. Finance

The Panel reviewed the financial reports produced during the year along with the bank statements and payment records and found that the finances have been managed in accordance with regulatory requirements.

It was noted that the bank report for March had not been presented to Council in May. However, as the April report was presented, the bank balances reported at the meeting were correct.

#### b. Governance / Council Business

The Panel found that meetings had been managed and reported in accordance with Standing Orders and the regulations. Also, that the appointment of Councillors had been carried out and recorded correctly.

The publication of minutes was discussed. As the minutes usually run to several pages and there would not always be space for them on the noticeboard it was agreed, instead, to display a notice directing people who wanted to see the minutes to the web page or to contact the clerk.

#### c. Risk Management

The Risk Register was reviewed and the following amendments and actions were agreed:

| Risk No.                    | Amendment / Action                                                                                                                                                                                                                                                                                                                                                                                                                                                    | By                                             |
|-----------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------|
| 1 – Financial Records       | Actions: <ol style="list-style-type: none"> <li>Council to review the Council's Financial Regulations in time for the year-end process</li> <li>At each meeting the Chairman or other nominated Councillor to review the bank statements received since the previous meeting to check that any BACS transactions made had prior approval.</li> <li>To consider the bank mandate to review the limits on the level of payment each signatory can authorise.</li> </ol> | Clerk & Council<br>Chairman<br>Clerk & Council |
| 6 – Employees               | Amendment:<br>Under management activities, replace "The Council has members with HR expertise" with "Council has access to legal advice through membership of the YLCA"<br>Action<br>To develop a Health and Safety Policy                                                                                                                                                                                                                                            | Clerk<br>Clerk & Council                       |
| 10 – Council records, paper | Amendment<br>Under management activities, replace "Historically interesting records are kept in a filing cabinet held by the Vice Chairman." with "Historically interesting records are                                                                                                                                                                                                                                                                               | Clerk                                          |

|                                                                                                       |                                                                                                        |       |
|-------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------|-------|
|                                                                                                       | kept in a filing cabinet held by a nominated Councillor.                                               |       |
| 11 – Council records, electronic                                                                      | Action<br>Purchase a set of pen drives and start the backup cycle as described                         | Clerk |
| 21 – Accident to contractor &<br>22 – Accident to member of the public caused by work of a contractor | Action<br>To confirm each year that the grass cutting contractor has the necessary insurances in place | Clerk |

The Asset Register was reviewed

The value to place on the assets was discussed and it was agreed that we should use the value at installation (“installed value”), where available, otherwise the insured value. This is the nationally approved practice.

It was decided that the Clerk would get advice from our insurers before we make any changes to the insured values.

It was noted that the bridleways and footpaths listed on the register are not the responsibility of the Parish Council. However, as they run through the village and the Parish Council monitors their condition, it was agreed that we should keep them on the register but in a separate section to the valued assets.

It was agreed that the Chairman and Clerk would meet to survey the assets and update the “condition” column.

ICO registration – the Panel confirmed that we are registered with the ICO.

### 3. Any item members wish to discuss

There were no other matters raised for discussion

### 4. Annual Governance and Accounting Return

The Clerk presented the signed report from the Internal Auditor. As the report did not raise any issues of concern the Panel agreed that the Chairman and Clerk were authorised to sign the 2017/18 Governance and Accounting statements as resolved by Council at the annual meeting on 15<sup>th</sup> May 2018.

As approved at the January meeting (minute 18.011), Councillors Merritt and Moverley signed a cheque for £90 in payment for the invoice from the Auditor.

### 5. Recommendations

The Panel recommends that Council:

- a. adopt the 2018/19 Audit Plan
- b. notes that all the checks were carried out as per the Audit Plan and no irregularities were found in the management of the Council’s business
- c. adopts the recommendation regarding publication of the minutes
- d. adopts the Risk Register as amended and approves the actions identified
- e. reviews the Asset Register when it has been updated following the condition survey
- f. notes that the 2017/18 Annual Governance and Accounting Statements have both been signed



## Minutes of the Meeting of Crayke Parish Council held on Tuesday 18th September 2018 at Crayke Sports Hall

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Actions                     |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|
| <p><b>18.059 Present</b><br/>           Councillors: C Merritt (Chair), N Jackson, T Moverley, L Hartley, S Featherstone, J Wright<br/>           Public: 1<br/>           District &amp; County Councillors: C Patmore (NYCC)</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                             |
| <p><b>18.060 Apologies for absence</b><br/>           None</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                             |
| <p><b>18.061 Vacancy for a Councillor</b><br/>           No-one has yet come forward for nomination.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                             |
| <p><b>18.062 Declarations of interest</b><br/>           None</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                             |
| <p><b>18.063 Previous minutes</b><br/>           It was <b>resolved</b> to approve and sign the minutes of the meeting of the Council held on 17<sup>th</sup> July 2018 as a true record.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                             |
| <p><b>18.064 Open Forum</b><br/>           A talk at the school on veganism was discussed. It was not known whether it was a one-off event or one of a series of talks. The view of the meeting was that, particularly as this is a farming area, pupils should be presented with a balance of views. The Chairman agreed to find out exactly what is planned.</p> <p>The poor state of the road passing the school and houses was again raised. It was noted that the work to patch the surface during the summer had been ineffective. This was discussed further – see 18.066.7.</p> <p>The absence of an HDC Councillor at this and the previous meeting was raised. It was agreed that the next agenda would be sent to all three of the area's HDC Councillors.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | <p>Merritt</p> <p>Clerk</p> |
| <p><b>18.065 Community, District and County Matters</b></p> <ol style="list-style-type: none"> <li>1. HDC Local Plan (standing item) – No new information was presented and it was understood that the timetable is unchanged and that the plan is due to be complete for approval by the end of 2019.<br/>           The latest information about the Plan is available on <a href="http://www.hambleton.gov.uk/localplan/site/index.php">www.hambleton.gov.uk/localplan/site/index.php</a></li> <li>2. E&amp;VCF meeting 23<sup>rd</sup> August – Councillor Merritt had attended on behalf of the Council and gave a report:               <ul style="list-style-type: none"> <li>There was the standing item of a review of the Community Plan.</li> <li>Regarding parking in Easingwold, a proposal is being considered of reserving some spaces for a 2 hr time limit in the market place.</li> <li>It is reported that a new housing development in Stillington of 175 houses will include 50% 'affordable housing'.</li> <li>There was a proposal to get NYCC to attend a future meeting to address concerns about roads.</li> <li>Proposals for developments of the public area around Millfields are out for consultation, from 1 September. (see Easingwold Town Council web</li> </ul> </li> </ol> |                             |

site)

The shale gas advisory group (SHSGAG) requested a further agreement to support the group by endorsing responses to Government consultations on proposals to make exploratory shale gas operations 'permitted development' (i.e. with no local government involvement in planning decisions). Support was agreed (Helmsley and Easingwold Town Councils had previously added their endorsement).

Notice was given of an Easingwold and Community day on 11 May 2019, combining a Galtres Centre open day and a safety even (Police/Fire) organised by Easingwold Lions.

A new Constitution was presented, discussed and agreed.

Friends of St Monica's need to update their contact lists in response to GDPR

Stillington village has been awarded 'No Cold Calling Status'

### 3. Other matters of interest – None were raised

## 18.066 Matters arising from the minutes

### 1. Defibrillator

The Chairman explained the current position with regard to continuing management of the defibrillator.

Following a meeting with Michael Pepper, Jane Porter has kindly taken on the role of coordinating regular checks and maintenance on the defibrillator (weekly, monthly, bi-monthly and annual).

Michael and Jane reviewed the replacement schedule needs and funding. such as Annual replacement of 4 x AAA batteries for the internal light (about £6 for long life), Pads (they are 'one use only' and anyway need to be replaced every 3 years -£25 per pair) and main Battery (every 5 years @ £132) and eventual replacement of the Defibrillator (7-10 years – likely to be in the region of £1 – 1.5K). Currently there is £411 held by the Parish Council because the NHS has so far not charged for the Defibrillator Induction Training event (thought to be £199).

Jane now has support from a small team of volunteers, including Jane Wheatley, Maggie Warriner and Nichola Zywica. The team has reviewed the equipment and needs, and recommend purchase of a spare pair of adult pads as well as a pair of juvenile pads.

Whilst some money remains in the defibrillator fund held by the Parish Council, it is felt that fundraising needs to continue. The team has purchased two charity collection boxes, one to be placed in the Durham Ox, and the other used at events, such as the recent Village Fete.

Other fund raising will include a 'Pie and Peas' fund raising supper at the Durham Ox on Thursday November 15th. One third of ticket sales will go to the fund.

Jane has the security code of the defibrillator box, and is listed as one of two contacts by NHS regarding use of the device. The team decided against publicising their contact details to avoid excessive calls for extraneous matters. Instead, information will be provided via the Parish News and other communications. The team will communicate between themselves via a WhatsApp group.

Following two successful training events, further events may be undertaken, such as annual refresher courses, or the purchase of self-running course equipment (DVD and CPR dummies) subject to funding availability.

The idea of a second machine at the Sports Field is still being pursued, via

the Sports and Community Club.

Council unanimously supported motion of thanks to Jane Porter and her team of volunteers, and also Michael Pepper who has managed the process up to this point.

There was a discussion about a process for authorising payments from the Defibrillator which would avoid delays but also meet regulatory requirements. The Clerk noted that, even though Council treats the fund as separate from the Council accounts, under the Audit regulations we have to administer and account for it in exactly the same way as we do our own monies. Council **resolved** to authorise the Chairman to make payments from the fund up to a maximum of £100 between meetings.

Council also **resolved** to approve the purchase of two collection boxes at a total cost of approximately £9.

2. Matters related to fracking

Councillor Merritt updated the meeting on the recent work of SHAGAG and fracking related developments.

The advisory group, SHSGAG, is drafting responses to two Government consultations. The first relates to a Ministerial proposal to move exploration for shale gas away from local planning authorities and give such operations 'permitted development' status. We regard this as undesirable, effectively making it easier to create such industrial sites than, for example, for a householder to build a conservatory.

A second consultation, with a closing date of 25 October 2018, proposes to include shale gas production operations under 'National Strategic Infrastructure Projects' provisions. This would again take such decisions away from local government to National Government decisions, and for example, potentially allow compulsory purchase, or equivalent arrangements.

Many organisations are opposed to these proposals, including, for example, CPRE. SHSGAG consider both proposals potentially damaging to local communities, landscapes, and businesses. The proposals do not appear to take account of needs to control cumulative impact of operations.

As reported in this meeting, SHSGAG has received backing from EVCF, HTC and ETC to respond on behalf of those parish and town councils in our area.

3. Village Plan

The information board was updated for the Village Fete and used to collect comments on the ideas already received. A good number of new ideas were generated.

The next step will be to collate and analyse all the ideas received, consider what further work is needed to make them implementable and who is best placed to take them forward. Events and activities will then be planned to progress them.

4. New Noticeboard

The Chairman is continuing the search for suitable locations which will be acceptable to nearby residents.

5. GDPR

Council noted that the internal privacy notice has been issued to Councillors and the Clerk and that the public notice went onto the website on 11<sup>th</sup> September.

Merritt

Merritt

## 6. Bench by the School

We have received a grant of £400 from the NYCC Locality Budget towards the purchase of a new bench. Council thanked NYCC Councillor Caroline Patmore for her help in securing the grant.

Council **resolved** to purchase a wooden bench at a cost of £774.

Councillor Featherstone agreed to remove the old bench and install the new one.

Clerk /  
Featherst  
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## 7. Traffic Matters

The Chairman agreed to write to Highways about the road passing the school (discussed in the Forum) and the state of the cobbled gullies in the village.

The Chairman reported a complaint from a parishioner about the speed of vehicles through the village. It was agreed to ask Community Speedwatch to run another monitoring exercise.

The use of vehicle activated signs (VAS) was discussed and NYCC Councillor Patmore reported that the NYCC Executive will be considering proposals for making them available to villages at cost (which several thousands of pounds). A number of villages have plans to install VAS and it was decided to discuss them again next year when we can learn from the experiences of those villages..

Merritt

**18.067** To receive and decide necessary action resulting from verbal reports from the Clerk or Councillors on matters in hand  
None were raised.

**18.068** Financial matters

1. The Chairman reported that he had examined the bank records for the period 22<sup>nd</sup> August to 17<sup>th</sup> September and that the two transactions during the period had been approved by Council.
2. It was resolved to receive and approve:
  - the report on the Council's financial position as at 21st August 2018
  - the Budget report
3. The following were noted:
  - Receipts:
    - a. NYCC grant from the Locality Budget towards the cost of replacing the bench near the School (18/9/5) £400.00
  - Payments & Charges:
    - b. Parish Council Websites, website hosting, as per contract £120.00  
inc. VAT £0.00 (5/9/18)
4. It was resolved to approve the following payments:  
None
5. Additional items circulated at the meeting:  
None

**18.069** Planning

1. New Applications:
  - a. 18/01472/FUL – Oak Cottage, Church Hill - Demolition of existing garage & workshop to allow construction of a detached, 4 bedroom, 2 storey dwelling. It was **resolved** to confirm the response of:
    - Council objects to the application on the following grounds:
      1. The site lies outside the building development limits for Crayke as defined in the LDF in 2010. Allowing the proposed development would set a precedent for further erosions of building development limits within the Crayke Conservation Area and the AONB.
      2. Though Council did not object to the application in 2015 for a one

bedroom retirement property on the site, we do object to this application because of the greatly increased scale of what is proposed. The impact of a four bedroomed, 2 storey building will be much greater and is excessive for the plot in question.

3. Though the height of the proposed building is not significantly above that of the earlier plan the total extent of roof ridge is far greater and will have a much bigger impact.

4. The design includes windows which face directly into the neighbouring property which will seriously degrade the occupants' privacy.

5. The proposed roof lights and dormer windows are undesirable within the context of the conservation status of the location and are not in keeping with surrounding buildings.

6. We are concerned that any development, but especially a large, two story building, should blend with, or reflect closely the most adjacent properties. The fact that Oak Cottage itself does not reflect those dwellings further down the Hill is, we understand, due to its having replaced a black and white property that was demolished in the 1940s. Whilst some diversity exists in the building styles on Church Hill, we feel that the garage replacement should reflect closely the style of the properties to the south of it.

7. The move from 1 to 4 bedrooms has significant implications for the future on the number of vehicles associated with the property. This would add to already undesirable pressure on that part of the village.

8. The proposed development will be excessively out of line with the frontages of neighbouring properties. However, to bring the property forward to counteract this would prevent the inclusion of the vehicle parking and turning area, which we regard as essential for any development that requires vehicular access across the Village Green.

We would draw attention to the fact that the right of way to the present garage is part of the registered Village Green. As such, it is important to protect that right of way against a significant increase in vehicle movement. Should the application be approved, we would like it to include a condition that any degradation of the grass track over the Green would be the responsibility of the owner of the property, now or in future, to reinstate at their own expense.

Councillor Jackson took no part in the discussion about the application.

2. Updates to Applications:

- a. 18/00954/FUL - Dalby Lodge Easingwold Road - Proposed demolition of the front porch and the rear porch, coal house and W.C.  
Construction of single storey extensions to the front and rear.  
Construction of a detached single garage – Granted
- b. 18/01014/FUL – Whistling Green, Church Hill – First floor extension over existing garage to form replacement conservatory – Refused

3. Other planning matters

None

**18.070** New items and correspondence to note or for decision

1. Commemoration of the Armistice

Councillor Featherstone offered to construct, set up and fire a beacon on behalf of the Council at his own expense which Council gratefully accepted. The beacon will be by the Sports Club which will be providing refreshments.

Featherstone

2. Parish Website

It was **resolved** to commission two changes to the website to achieve compliance with the GDPR at a total cost of £120.

Clerk

## 3. Notices

- a. NYCC - from Monday 17th September, the Highway Customer Communications Officer for our area will be Deborah Flowers
- b. Easingwold Town Council – online consultation about the development of Millfields, open until 30th September; a link to the survey is on the Town Council website
- c. NHS England – consultation on the development of a long term plan, open until 30th September, see <https://www.england.nhs.uk/ltpviews/>
- d. NHS Hambleton, Richmondshire and Whitby CCG – Governing Body meeting on Thursday 27th September, see <https://www.hambletonrichmondshireandwhitbyccg.nhs.uk/governing-body-meetings>

**18.071** Items for the next agenda.

None

**18.072** It was confirmed that next meeting of the Council will be on Tuesday 20<sup>th</sup> November 2018 starting at 19:30 in the Sports Hall.

**Abbreviations**

|                                                 |                                                   |
|-------------------------------------------------|---------------------------------------------------|
| E&VCF – Easingwold and Villages Community Forum | SHSGAG – South Hambleton Shale Gas Advisory Group |
| HDC – Hambleton District Council                | NYCC – North Yorkshire County Council             |
| M&WJP – Minerals and Waste Joint Plan           | YLCA – Yorkshire Local Council Association        |

## Minutes of the Meeting of Crayke Parish Council held on Tuesday 20th November 2018 at Crayke Sports Hall

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Actions |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|
| <p><b>18.073 Present</b><br/>           Councillors: C Merritt (Chair), N Jackson, T Moverley, L Hartley, S Featherstone, J Wright<br/>           Public: 2<br/>           District &amp; County Councillors: N Knapton (HDC)</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |         |
| <p><b>18.074 Apologies for absence</b><br/>           C Patmore (NYCC)</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |         |
| <p><b>18.075 Vacancy for a Councillor</b><br/>           J Porter put herself forward to fill the vacancy and was co-opted by unanimous agreement. After signing the statutory declaration, she took up her position as Councillor and was welcomed onto the Council.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |         |
| <p><b>18.076 Declarations of interest</b><br/>           None</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |         |
| <p><b>18.077 Previous minutes</b><br/>           It was <b>resolved</b> to approve and sign the minutes of the meeting of the Council held on 18<sup>th</sup> September 2018 as a true record.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |         |
| <p><b>18.078 Open Forum</b><br/>           The repairs to the road passing the school were discussed. While it was agreed that the new surface is a great improvement it was very disappointing that the work had not extended onto Westway to resolve the potholing problems near the junction. Councillor Hartley had complained to Highways about the inadequacy of the signage during the work.<br/>           The Chairman agreed to write to Highways to thank them for the work done but also to again raise the problems with the road surface on Westway.</p> <p>The Chairman gave a verbal report on the development at the sewage works which recently started. Details of the planned work are in the planning application which can be viewed on the NYCC website, the reference is NY/2018/0121/FUL.</p>                                                                                                                                                                      | Merritt |
| <p><b>18.079 Community, District and County Matters</b></p> <ol style="list-style-type: none"> <li>1. HDC Local Plan (standing item) – The timetable has been extended for reasons outside HDC's control.<br/>           The latest information about the Plan is available on <a href="http://www.hambleton.gov.uk/localplan/site/index.php">www.hambleton.gov.uk/localplan/site/index.php</a></li> <li>2. E&amp;VCF meeting 25th October – no information was available at the time of the Council meeting</li> <li>3. Other matters of interest<br/>           Easingwold Town Council is investigating options for developing the market place. The cobbled surface is in a poor state so they are looking for ways to fund improvement work and make access through and around it easier.<br/>           Parking in the centre of the town is becoming increasingly problematic; they will be meeting NYCC and HDC on 7<sup>th</sup> December to discuss ways to manage it.</li> </ol> |         |
| <p><b>18.080 Matters arising from the minutes</b></p> <ol style="list-style-type: none"> <li>1. Defibrillator</li> </ol>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |         |

- a. Councillor Porter, who co-ordinates the group that manages the unit, presented a progress report from the group including an account of the recent fund raising efforts which raised £607.04.  
The report is attached as an appendix.
- b. Council **resolved** to approve the management group's proposal to purchase 2 new sets of pads (1 adult/paediatric and 1 child only) at a cost of £59.90 plus shipping.
2. Matters related to fracking
- Since the last PC meeting in September there have been two main activities of the advisory group, SHSGAG:
1. Submissions to Government consultations on a) proposals to make shale gas exploratory work 'Permitted Development', and b) Proposals to bring shale gas operation planning decisions under the National Strategic Infrastructure Projects provisions (meaning these would be determined by a single national authority). SHSGAG submissions express our opposition to both proposals. Our submissions have been shared with others, including Parish Councils who wished to submit their own responses to the consultations.
2. Chairman Chris Stratton gave a presentation on behalf of SHSGAG and the Landscape Institute to the All Party Parliamentary Group on shale gas impact, led by Derbyshire North MP Lee Rowley. The presentation was very well received.
- Finally members of SHAGAG met with the newly appointed Shale Gas Commissioner (former Labour MP Natascha Engel) whose role is to liaise between Government, industry and local communities on fracking matters.
3. Village Plan
- All the suggestions received from the various events during the year have been collated. Several relate to the Sports Club and these will be passed to the committee. The next steps for the Council will be to prioritise the suggestions, to consider how they might be funded (as necessary) and produce proposals for discussion at the next Council meeting.
- Councillor Hartley agreed to arrange a meeting.
- The collated list of responses is attached as an appendix.
4. Bench by the School
- The bench has been ordered and is due for delivery early December.
5. Traffic Matters
- The Chairman agreed to write to ask "95 Alive" to run an exercise to monitor the speed of traffic approaching the village up Westway.
- It was reported that sections of the cobbled gullies along Brandsby St. have recently been treated with tarmac. While it does provide a quick-fix to erosion of the gullies, the repeated use of tarmac as a "repair" is gradually destroying them. The Chairman agreed to contact Highways about this.
- A parishioner has contacted the chairman to say that he and another parishioner were drafting a letter to go to residents in the form of a petition to seek in some way to reduce HGV traffic through Crayke. Councillors felt that this was a matter of National and County (Highways) policy, and that Crayke PC was unlikely to take an active part in such a campaign, but the Chairman will meet the parishioners to hear what they have to say and offer advice where possible.

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Merritt



## 6. Commemoration of the Armistice

It was generally agreed that the event had gone well. Councillor Featherstone, Stephen Pope and Rick Havely were thanked for their work setting up and running it.

**18.081** To receive and decide necessary action resulting from verbal reports from the Clerk or Councillors on matters in hand  
None were raised.

**18.082** Financial matters

1. The Chairman reported that he had examined the bank records for the period 22<sup>nd</sup> October to 19<sup>th</sup> November and that there had been no transactions during that time.

The Chairman also reported that the Audit Panel had met the previous evening to carry out the half-yearly review and had not found any issues. The formal report of the review will be presented at the next Council meeting.

2. It was resolved to receive and approve:
  - the report on the Council's financial position as at 21st October 2018
  - the Budget report
3. The following were noted:
  - Receipts:
    - a. Precept 2<sup>nd</sup> part £1,544.62
  - Payments & Charges:
    - None

4. It was resolved to approve the following payments:
  - None

5. Additional items circulated at the meeting:
  - None

## 6. Budget and precept for 2019/20

A forecast of the Council's financial position at 31st March 2019 was presented. A balance of £4,606 for the Council and of £336 for the defibrillator fund is predicted (however, see item 18.080.1.a above).

The meeting was reminded that we aim to maintain a reserve of £4,000.

The draft budget presented was discussed. This incorporated the following proposals:

To increase the precept for 2019/20 by 2% which reflects the Office of Budget Responsibility's current inflation forecast for quarters 1 to 3 in 2019.

To increase the agreed annual hours for the Clerk from 130 to 150. This is below what the Society of Local Council Clerks (the relevant governing body) suggests for a Council of our size and will be reviewed at the next budget.

The budget would produce a small surplus of £132 for the year and maintain our reserve.

It was unanimously **resolved** to

- a. increase the precept by 2%
- b. accept the budget as presented
- c. increase the Clerk's agreed annual hours to 150 as from 1/4/2019

The budget is attached as an appendix

**18.083** Planning

1. New Applications:

- a. 18/00961/DCN – Woodfield Farm - Construction of an agricultural steel portal framed building to provide cover for existing muck store (this is to discharge a condition put on the approval of the application 18/00961/FUL) – it was **resolved** to confirm the response of “no objection”.
  - b. 18/02110/FUL – Whistling Green, Church Hill – Replacement of old conservatory (this is an amended application made following the refusal of 18/01014/FUL) – Councillor Hartley had attended the Planning Committee’s site meeting and Councillor Merritt had attended and spoken at the Planning Committee meeting at which the application was considered. From the Parish Councillors’ discussions with the applicants they were satisfied that the materials being proposed for the conservatory and the roof would resolve the Council’s concerns expressed in Council’s response to the initial application. Therefore, at the Committee Meeting, the Chairman was able to support the application conditional on Officers approving the proposed materials.
2. Updates to Applications:
    - a. 18/01472/FUL – Oak Cottage, Church Hill - Demolition of existing garage & workshop to allow construction of a detached, 4 bedroom, 2 storey dwelling – Refused
  3. Other planning matters  
None

**18.084** New items and correspondence to note or for decision

## 1. Village Green

The Chairman reminded the meeting that Council has a statutory duty to protect the Village Green and confirmed that the Green is monitored and that Council does take action when it is damaged.

The Chairman agreed to write to the owners of Bishops Cottage where there is development work in progress to remind them of their verbal agreement to re-instate the Green when the work is completed.

From looking back through old photographs of the Green the Chairman noted that it has the capacity to heal itself after erosion during wet periods. Erosion of the Green caused by vehicles was discussed. This is a perennial problem which has come up at Council meetings many times in the past. We know from previous investigations that effective physical barriers would either be far too expensive or in breach of Highway regulations. It was agreed that personal approach by a Councillor remains the best way of controlling vehicle erosion.

Merritt

**18.085** Items for the next agenda.

None

**18.086** It was confirmed that next meeting of the Council will be on Tuesday 15<sup>th</sup> January 2019 starting at 19:30 in the Sports Hall.**Abbreviations**

|                                                 |                                                   |
|-------------------------------------------------|---------------------------------------------------|
| E&VCF – Easingwold and Villages Community Forum | SHSGAG – South Hambleton Shale Gas Advisory Group |
| HDC – Hambleton District Council                | NYCC – North Yorkshire County Council             |
| M&WJP – Minerals and Waste Joint Plan           | YLCA – Yorkshire Local Council Association        |

## APPENDICES

### CRAYKE DEFIBRILLATOR - Report for Parish Council November 2018

#### Introduction

A defibrillator was purchased in November 2017 with local donations and fundraising together with a grant from Easingwold Lions. It was installed onto the wall of the Durham Ox Inn, a central village location. The electricity supply costs are met by the proprietors of the Inn.

General up keep and checks with regard to the battery and supplies are now undertaken by a team of 4 villagers, weekly.

The Parish Council holds the balance of the account for the defibrillator's re-stocking after use and replacement of batteries. The defibrillator will eventually need replacing but has a warranty of 7 years i.e. to 2024. The pads are replaced every 3 years (approx. £40 including VAT & delivery). The main battery has a life of approximately 5 years (to 2022) and will cost approximately £150.

A second defibrillator is proposed for the social club and village hall site. The committee of this club is considering its funding.

Lifesaving skills training were provided by Ambulance personnel but the defibrillator is designed for use by those without any training. However, the defibrillator needs to be deployed quickly (within minutes) in order to get positive results in resuscitation. It is felt that local training would increase confidence in defibrillator use and be an asset to the village.

#### Progress Report

The team share the checks on the machine and cover times when team members are away. They organised a fundraiser in conjunction with the Durham Ox, comprising of a Pie & Peas supper with a £5 per ticket donation to the defibrillator fund. Some villagers also offered donations.

Raffle and Quiz prizes were purchased and the raffle tickets contributed to the net fund. All 60 tickets were sold. The net total raised was about **£300**

A lifesaving skills training pack has been identified that would enable us to provide training when we wished and at no further cost from outside providers. The pack would cost £400. It is our view that this would benefit the village, bringing groups together e.g. the staff of the Durham Ox, young people etc. Details about this will be in the next Parish Magazine.

The team would offer to maintain a second defibrillator should it be acquired.

The purchase of replacement pads and equipment for the defibrillator falls to the Parish Council as an account with the supplier needs to be in place. Therefore a system needs to be responsive enough that we can order as needed and not wait for a quarterly meeting. In general defibrillators are seldom used but this is impossible to predict. It is not desirable to hold a large stock of supplies as they are time limited as medical devices, expensive, and need to be stored with the machines.

It may be desirable to build up the reserve account by 2024 should we need to replace the machine.

The Parish Council manages the defibrillator funds and reports on them at each Council meeting.

**Jane Porter (Coordinator)**

## Crayke Village Appraisal

Responses received up to October 2018

### Castle

- Can it be open to the public for events
- Get it back to its best
- Relationship between village and castle used to be better
- Concern about current condition

### Green environment

- Hedges removed, concerns
- Wildlife, conserve and encourage, wildlife review - *Y. Wildlife and AONB*
- Trees, management and options to plant

### Sports club

- Use as a village centre
- Let VX use tennis courts / don't let VX use tennis court
- New play area- *some work done recently*
- Better link to parish council, encourage cooperation
- Teenagers, club and/or volunteers to help e.g. elderly
- Fish and chip van weekly evening
- Community cafe-weekly, could rotate around charities as fund raiser option
- Book exchange
- Hobby groups or activities

### Amenities

- History, explore, advertise, utilise
- Shop
- Village viewpoint, use app to explain view and highlights
- Lollipop person for school
- Milk vending machine
- Residents association to prevent increase in rental properties
- Mobile phone signal
- Village website and coms. channels
- Church congregation and better link to parish council
- Bus service
- Policing

### Roads and footpaths

- Speed bumps on Westway
- 20mph zone

- Speed signs and flashing signs- *NYCC will be introducing a new scheme offering parishes the opportunity to buy signs*
- 75 t limit on Brandsby Street
- Potholes
- Poor state of roads in the area
- Increased traffic volume and perceived speed - *speed studies have been performed on Brandsby Street and Easingwold road, a study on Stillington road will follow; report for Brandsby Street has been released*
- Parking: if reduced would speeding increase?
- Inadequate footpaths

### Parish land

- Repair hill, erosion of Green-*should we consider an audit, photographic evidence and measurements?*
- Community garden
- More innovative volunteer opportunities
- Hilly, restricted access, can this be improve - *accessibility study possible?*
- Better use of Green, idea to mow paths like a maze

### Housing

- Limited affordable housing
- Rental number increasing, both holiday lets and private rentals, detrimental to village, *liaise with landlords or residents in private rentals to inform about village opportunities*

### Other

- Litter
- Dog waste- *two additional bins have been purchased, one located on the sewerage lane and the other at the Ox*
- Reducing accessibility for doctors, dentist, etc., outreach opportunities?

**BUDGET FOR 2019/20**

| <b>Income</b>      |       |                                               |                                       |
|--------------------|-------|-----------------------------------------------|---------------------------------------|
| 2018/19 Precept    | 3,089 |                                               |                                       |
| % increase         | 2     |                                               |                                       |
| 2019/20 Precept    | 3,151 |                                               |                                       |
| <b>Expenditure</b> |       | <b>Notes</b>                                  | forecast of<br>2018/19<br>expenditure |
| Clerk's salary     | 1,602 | this yr. +2%; est., awaiting advice from NALC | 2,019                                 |
| Clerk's expenses   | 60    | as last budget (for travel and stationery)    | 44                                    |
| Insurance          | 364   | this year + 4% (inflation + ins. tax)         | 350                                   |
| Meeting facilities | 60    | as previous budget                            | 60                                    |
| YLCA subscription  | 134   | this year + 3.4% as per YLCA notice           | 130                                   |
| Web hosting        | 122   | this year + 2% for inflation                  | 120                                   |
| Grass cutting      | 300   | as previous budget                            | 300                                   |
| ICO                | 35    | as previous year's charge                     | 35                                    |
| Library            | 50    | agreed amount                                 | 50                                    |
| Int. Audit         | 92    | this year + 2% for inflation                  | 90                                    |
| Other              | 200   | unplanned expenditure                         | 568                                   |
|                    | 3,019 |                                               | 3,766                                 |
| Balance            | 132   |                                               |                                       |