

MINUTES - KILLINGHALL PARISH COUNCIL MEETING 05/12/2018
VENUE: Methodist Chapel, Ripon Road **TIME: 19:30**

The Chairman opened the meeting.

1 AUDIO OR VISUAL RECORDING

Reminder by the Chairman of the Council's expectations for the audio or visual recording of this meeting.

2. ATTENDANCE

Cllr Holdsworth (Chair), Cllr Blackburn (Vice-Chair), Cllrs Lynn, Hall, Donnelly, Clarkson, Moretta and Littlefair.

Outgoing Clerk Mrs Greenwood and new Clerk Miss Strachan.

APOLOGIES

Apologies were received and accepted from Cllr Rev Dixon and County & District Councillor Harrison.

3. DECLARATIONS OF INTEREST – To receive and record any declarations of interest not already declared under the Members Register of DPis.

Item 7.1 – Declarations received from Cllr Holdsworth (Chair), Cllr Blackburn (Vice-Chair), Cllrs Lynn, Moretta and Littlefair.

Item 8.1 – Declarations received from Cllr Holdsworth (Chair), Cllr Blackburn (Vice-Chair), Cllr Littlefair and Cllr Moretta.

Item 8.2 – Declarations received from Cllr Holdsworth (Chair), Cllr Blackburn (Vice-Chair), Cllr Littlefair and Cllr Moretta.

Item 8.6 – Declarations received from Cllr Holdsworth (Chair), Cllr Blackburn (Vice-Chair), Cllr Littlefair and Cllr Moretta.

4. APPROVAL OF MINUTES OF LAST MEETING

Minutes of the Meeting held on 7th November 2018 were accepted as a true and correct record and signed/dated by the Chair.

5. CLERK'S REPORT

The Clerk gave the following report:

5.1 County Councillor Community Budget Grant

The £2,000.00 grant arranged by County & District Councillor Harrison has now been received.

It was RESOLVED: that the information be noted.

5.2 Crag Lane Signs

Following work carried out to the hedge, this matter has now been resolved and the signage is visible once again.

It was RESOLVED: that the information be noted.

5.3 Enforcement Action – Otley Road

The work to carry out re-planting to two gaps in the hedge boundary between new Miller Homes and Otley Road has still not taken place; this matter has again been reported to the Enforcement office.

It was RESOLVED: that the information be noted.

6. COUNTY & DISTRICT COUNCILLOR'S REPORT

The County & District Councillor was unable to attend and had not submitted a report.

7. BUSINESS FORWARD – To receive information on the following ongoing issues and decide further action where necessary:

7.1 Linden Homes Site – Ripon Road/Moor Close Conditions – to discuss and agree actions.

To be discussed again at the next meeting.

It was RESOLVED: that this item be discussed at the next meeting.

7.2 Section 106s – to discuss and agree actions.

As this topic was due to be discussed with the County & District Councillor, it was agreed that he be contacted by email, requesting some clarity about where S106 money is spent and whether there is a possibility that some of these funds – which are not normally released until new houses are occupied – might be made available to the Parish Council, to make improvements to recreational area to provide for increased usage from planned development and thereby make it fit for purpose. Work would include security 'tennis court' fencing and improved hardwearing surface.

It was RESOLVED: to seek clarification from the County & District Councillor.

7.3 Precept for 2019/20 – to receive proposal and agree.

Two proposals were put forward, regarding the £20,000 expenditure for improvement works to be undertaken and the Parish Council could request this in the precept as a single sum in 2019/20, or in two £10,000 tranches over two years. The Parish Council could make a case for S106 funding, via the County & District Councillor and, if nothing was forthcoming, then an amount could be included in the Precept. It was proposed and seconded that it would be best not to go over the Parish Council's £25,000 annual operating threshold and to put in a figure of £10,000 for Glebe expenditure, for the year 2019/20.

It was RESOLVED: as above item, to seek guidance from the County & District Councillor.

7.4 Trees in the Glebe requiring annual survey – to discuss and agree actions

Arboriculturist PC to be requested to carry out a further survey in February 2019, based on his previous recommendations for trees identified as needing to be checked annually, and also check the large oak tree in the corner, adjacent to the area formerly occupied by the sub-station.

It was RESOLVED: to contact PC and make the necessary arrangements.

7.5 Glebe Equipment Repairs, Fencing & Surfacing – to receive information and agree

Following the foregoing discussion and a request for further information, it was felt that estimates should be sought, in respect of new posts, equipment repairs, etc.

It was RESOLVED: that the Clerk obtain estimates for parts and repairs

7.6 Recycling and Waste Satisfaction Survey – to give any comments.
Individual Councillors had completed the survey from a householder's point of view but it was felt that comments from the Parish Council were not required.

7.7 Stray Act Consultation – to give any comments
There were no comments.

8. PLANNING APPLICATIONS – To consider and decide upon the following planning applications:

8.1 02/11/18 **18/04102/FUL DCPARISH 6.93.13840. FUL.** Erection of single storey extension. Somercotes, 28 Moor Close, Killinghall HG3 2DZ. E428534 N458179

Comments: The Parish council has no objections.

8.2 07/11/18 **18/04604/FUL DCPARISH 6.93.13841.** Erection of a two-storey extension, installation of roof light, formation of doorway and alterations to fenestration. Rensan, House 5 Moor Close, Killinghall Harrogate North Yorkshire HG3 2DY. E 428395 N 458172

Comments: The Parish council has no objections.

8.3 13/11/18 **18/04616/FUL DCPARISH 6.93.419.B.FUL.** Demolition of conservatory and erection of single storey extension. 14 Borage Road, Harrogate HG3 2XG. E428177 N 456385

Comments: The Parish council has no objections.

8.4 15/11/18 **18/04691/ADV DCPARISH 6.93.548.A.ADV** Display of 1 no. non-illuminated, free standing, pole mounted sign. Land Adjacent to Lions Gate, 4 Ripon Road, Killinghall, Harrogate, North Yorkshire HG3 2DF

Comments: The Parish Council objects on the following grounds:

The proposed sign is too large and out of character for the area.
It could restrict the view of motorists.

Due to the proposed material, lights will reflect on it, on three sides, potentially causing distraction/confusion to motorists and annoyance to occupants of the neighbouring properties.

8.5 19/11/18 **18/04051/FUL DCPARISH 6.93.509.A.FUL.** Erection of single storey extension; installation of dormer 3 Teasel Grove Harrogate, HG3 2XF. E428147 N 456357

Comments: The Parish Council does not object to or support the application but wishes to make comments as follows:

It constitutes over-development of the plot.

It does not fit in with the existing street scene.

8.6 20/11/18 **18/04749/FULMAJ DCPARISH 6.93.13842.FULIMAJ.** Erection of 56 No. dwellings; Formation of access and car parking; Landscaping. Land Comprising Field At 428602 458151 Grainbeck Lane, Killinghall, North Yorkshire. E428602 N 458151

Comments: The Parish Council strongly objects on the following grounds:

In no particular order:

(a) The proposal includes 10 more properties than The Paddock, on a steep gradient – members consider this is an over-development.

(b) Lengthy straight stretch of road through development site would lead to vehicles speeding.

- (c) Access via Moor Close is unacceptable – trebling the number of properties using the access and creating a major road which fails to meet the criterion of 5.5m.
- (d) The Local Plan stated that access to the site was to be from Grainbeck Lane; following the public consultation period, the Final Local Plan was mysteriously amended to deny access from Grainbeck Lane - thus providing no opportunity to object and believed to have misled public. A representative of Linden Homes has stated that they are happy to have an entrance via Grainbeck Lane, for construction traffic. By putting a curve onto this it would reduce the incline, making it perfectly suited for an entrance into the development and obviating the need to utilise Moor Close as the entrance.
- (e) The angles of junctions within Moor Close are too acute. If permitted, then amendments to splays essential.
- (f) To permit this development would create unacceptable levels of additional traffic onto Otley Road.
- (g) Traffic accidents already occurring close to Moor Close junction with traffic from 6 directions within short distance at this point of access. Otley Road – west and east bound; Crofters Farm access serving several residences; Miller’s new development; Grainbeck Lane and Moor Close. A need anticipated for traffic management and/or mini roundabout in early edition of Local Plan.
- (h) The additional traffic to be introduced from development accesses on Otley Road close to Spring Well Roundabout and travelling north/east should be borne in mind.
- (i) The increase in crime levels would likely be exacerbated. As stated in Police Report on this application.
- (j) The Harrogate Environmental Officer’s report is against this development and makes particular reference to excessive levels of lead being present.
- (k) Parish Council agrees with the detailed letter of objection from residents, Mr & Mrs C L, which has been received by HBC Planning.
- (l) Proposed drainage and water storage is considered to be in conflict with outfalls from Pumping station (Moor Close) and additional drainage outlet from the Glebe piped underground along the western boundary. Final destination, Oakbeck – already overloaded and known to cause flooding further downstream and on Grainbeck Lane.
- (m) There is no footpath on Grainbeck Lane and creation of a pedestrian/cycle access will encourage more footfall on a ‘lane’ where there is fast moving traffic.
- (n) This new proposed development is in addition to one that is yet to be completed, which is for 43 houses. The impact on the existing cul-de-sac and the entry/exit onto the already busy B6161 has yet to be assessed before even more houses are added to the junction.

9. PLANNING DECISIONS/ENFORCEMENTS – FOR INFORMATION –

The Councillors received the following planning decisions/information:

- 9.1 05/11/18 **18/03747/TPO 6.93.392.E.TPO** Felling of 2 no. Larch and 1 no. Sycamore trees within G2 of Tree Preservation Order 13/1996. Land Adjacent To Addison House 2A Ripon, Road, Killinghall, Harrogate, North Yorkshire HG3 2DF. E428717 N 458303 **APPROVED** subject to conditions.
- 9.2 06/11/18 **18/03709/FUL DCPCDEC 6.93.13836.FUL** Conversion of garage to living accommodation and alterations to fenestrations. 51 Strawberry Drive Harrogate, HG3 2UF. E 428237 N 456660 **APPROVED** subject to conditions.
- 9.3 09/11/18 **18/03748/TPO 6.93.407.F.TPO** Crown lift (to 3m) and Crown lift (to 4.7m over car parking area only) and dead-wooding of 1no. Ash tree (T2) in Tree Preservation Order 13/1996. 44 Cautley Drive Killinghall Harrogate North Yorkshire HG3 2DJ. E 428334 N 458769 **APPROVED** subject to conditions.
- 9.4 12/11/18 **18/03879/TPO DCPCDEC 6.93.407.G.TPO** Felling of 1no. Ash tree (T4) within Tree Preservation Order 13/1996. 44 Cautley Drive Killinghall

Harrogate North Yorkshire HG3 2DJ. E 428334 N 458769 **APPROVED**
subject to conditions.

- 9.5 13/11/18 **18/00626/PR15** Enforcement - Land Comprising Field At 427500
457832 Lund Lane, Killinghall, North Yorkshire. Possible breach of planning -
Siting of caravan & creation access/driveway. Planning Ref: 10/00567/FUL
- 9.6 27/11/18 18/03889/FUL 6.93.709.FUL Change of use of paddock (use class
sui generis) to residential (use class C3), erection of replacement gates and
stone pillars, resurfacing of tarmac entrance with block paving. Oak Beck
House Lund Lane Killinghall Harrogate North Yorkshire HG3 2BG E 427121
N 457830 **APPROVED** subject to conditions.
- 9.7 28/11/18 18/01603/REMMAJ 6.93.665.A.REMMAJ Reserved matters
application for appearance, landscaping, layout and scale under outline
permission 18/03162/DVCMAJ for erection of up to 73 dwellings with access
considered. Land Off Ripon Road Killinghall North Yorkshire E 428651
N458562 **APPROVED** subject to conditions.

Comments: The Parish Council has no comments on the above items.

10. PARISH COUNCILLORS' REPORTS – to receive information from Councillors:

10.1 Glebe Information

Reported that the £7,080 grant had now been received from Awards For All, which has approved the budgets for the adult equipment. RoSPA safety report indicates that everything re existing play equipment is low risk, with the only issue being the durability of the posts.

It was RESOLVED: that the information be noted.

10.2 Traffic Management

The Parish Council now has full details of the NYCC 's transport proposals – against building any new roads in the area emphasis on deterring people from using their cars, wherever possible. Relief Road proposals going to public consultation.

10.3 Gullies in Ripon Road and Cautley Drive – the promised un-blocking/cleaning has not been carried out and pedestrians are getting soaked.

Work to Ripon Road gullies is being investigated by the County & District Councillor – who had forwarded letter to Area 6 previously – to chase up. Work needs to be done soon as weather is becoming icy.

11. FINANCIAL MATTERS

11.1 Payments – to approve the following accounts for payment:

11.1.1	Prink Ink	Set of Cartridges	£9.85
11.1.2	Farm & Land Services	Grass cutting	£170.40
11.1.3	Farm & Land Services	Grass cutting	£177.60
11.1.4	Farm & Land Services	Grass cutting	£158.40
11.1.5	Harrogate Borough Council	ROSPA Report	£66.00
11.1.6	Councillor expenses	Travel expenses	£19.80

It was RESOLVED: that the accounts presented for payment be approved.

- 11.2** To approve the following payments:
- 11.2.1** Clerk's salary and expenses 01.11.18 - 30.11.18
- 11.2.2** Payment for hours worked by New Clerk 01.11.18 - 30.11.18
- It was RESOLVED: that the above payments be approved.**
- 11.2.3** Confirm purchase of equipment and signage
- It was RESOLVED: that payment be approved for the equipment, the order to be placed imminently, for delivery and installation in March 2019. Wording for sign to be finalised, prior to ordering.**
- 11.3 Receipts** – to receive Killinghall Parish Council Receipts information.
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|---------------|---------------------------------------|------------------|
| 11.3.1 | County Councillor Budget grant | £2,000.00 |
| 11.3.2 | Awards For All Grant | £7,080.00 |
- It was RESOLVED: that the information be noted.**

- 11.4 Bank Reconciliation** – to receive a bank reconciliation and budget comparison to 30th November 2018.
- It was RESOLVED: that the information be noted.**

- 11.5 Bank Forms for new Clerk** – to receive, agree and sign.

RESOLUTION for NatWest Banking Single Mandate form, Item 2, was passed at this meeting.

RESOLUTION for NatWest Banking Business Debit Card application form, Item 3b, was passed at this meeting.

The outgoing clerk to complete with incoming clerk the following NATWEST Bank forms:

Form for the new Clerk to become a signatory on the PC's accounts and to change the signing rules.

Form for the new Clerk to hold a Debit Card on the Current Account, under the conditions defined in the Financial Regulations.

Form to change the address for bank statements

To complete at the December meeting and return to the bank.

It was RESOLVED: that the forms be agreed and signed.

- 11.6 Handover arrangements – Agreement of hours** – to receive and agree.
- HS will take over as Clerk & Responsible Finance Officer from JG.
- An interim period has been agreed between the present and the new Clerk by the Chair of the Parish Council.
- HS attend the monthly meeting on 07/11/18.
- During November, JG will continue to perform her duties.

From 19/11/18 the new Clerk will meet with the existing Clerk, in order to have the duties explained and training given. Frequency of training sessions deemed necessary agreed between the Clerks.

On the 01/12/18 the new acting Clerk took over from former Clerk with the latter staying on stand-by until the end of December.

- Details of pay settlement for new Clerk, HS

Hours worked and recorded during November - paid December Meeting.

From 1st December agreed monthly salary paid in January and at monthly meetings thereafter.

- Details of pay settlement for former Clerk, JG

After 1st December hours worked and recorded during December – paid January Meeting.

It was RESOLVED: that the handover arrangements be agreed.

12. NEW CORRESPONDENCE –

There will be a discussion with the developers for the proposed Otley Road site on 12th December at 2.00pm, in the Methodist Chapel.

13. ITEMS FOR NEXT AGENDA –

No items were requested for the next meeting:

14. DATE OF NEXT PARISH COUNCIL MEETING – The next meeting of the Parish Council is to be held on Wednesday 6th February 2019 at 19:30.

The meeting closed at 21:40.