

Wath and Norton Conyers Parish Council

**Minutes of the meeting held at 7.00pm on
Monday 21 November 2016 at Samwaies Hall**

1. **Present:** Cllr J Graham (Chairman) Cllr J Clarke (Vice Chairman), Cllr G Peace, Cllr S Taylor, Cllr T Blake and S Hare (Clerk).
2. **Apologies:** None
3. **Declaration of interest in items in the agenda.** None
4. **Minutes of the meeting** held on 31 October were approved and signed. (Cllr Clarke proposed and Cllr Blake seconded)
5. **(a) Planning applications received up to the date of meeting:** None

(b) Any other planning applications received after the posting of the agenda: None
6. **Planning decisions:** Harrogate Borough Council approved the demolition of stables and garage, erection of double storey and single storey extensions, alteration to fenestration, including insertion of bifolding door (revised scheme) at Church Cottage, Main Street, Wath
7. **Planning appeals/withdrawn/enforcement:** None
8. **Other planning matters:** None
9. **Village Enhancement**
 - **Grass Maintenance Contract:** The contract has been advertised in Village life and on the village notice board. Closing date for applications being 31 December 2016. **(Action: Clerk)**
 - **Lime Trees:** Cllr Graham to meet with ArborTech on Monday 28 November to discuss the lime trees. **(Action: Cllr Graham)**
 - **Christmas Lights:** The lights to be switched on Thursday 1 December at 6.45pm. The Clerk to circulate leaflets to households. Notices to be placed around the village. Mulled wine and mince pies to be served on the evening. **(Action: Cllr Blake/Cllr Clarke/ Clerk)**

10 **Dog Fouling:** Nothing to report

11 Highways

- **Road Closure Signs:** The Clerk contacted Highways regarding the diversion and road closure signs. These will be removed by Highways once the work is fully completed in November.

12. **Parish Council Website:** The Clerk has completed the application form which will now be submitted to the Yorkshire Local Council Association to request funding.

(Action: Clerk)

13. **Recording of Meetings:** The Rules for the Effective Management of Recording at Local Council and Parish Meetings was reviewed. **(Action: Clerk)**

13 **Accounts:** No cheques were issued:

14 Financial Report:

- The Bank Reconciliation dated 1 November 2016 was circulated
- **Parish Precept 2017/18:** After considering the budget report and the planned expenditure for 2017/18 the PC agreed not to increase the precept. The Clerk to notify Harrogate Borough Council. **(Action: Clerk)**

15 **PAYE:** The Employer Payment submission to 5 November 2016 was submitted to the HMRC.

16 Correspondence:

The following correspondence was circulated by email:

YLCA update re council tax referendum principles and parish polls

The following correspondence was circulated at the meeting:

Ripon District Plan

17 **Items for next agenda:** Standard items plus Village Enhancement, Highways, Dog Fouling, Parish website.

18 Dates of the next meeting: Monday 19 December 2016

The meeting closed at 7.45 pm.