

Wath and Norton Conyers Parish Council

**Minutes of the annual meeting held at 6.50pm on
Wednesday 27 May 2015 at Samwaies Hall**

1. **Election of Chairman and Vice Chairman** – Cllr Graham was unanimously elected as Chairman. There were no other nominations. Cllr Graham accepted the position and signed the Declaration of Acceptance of Office.

Cllr Clarke (in her absence) was unanimously elected as Vice Chairman. There were no other nominations.

2. **Present:** Cllr Mrs J Graham (Chairman), Cllr A Blake, Cllr S Taylor, Cllr G Peace, County Cllr M Atkinson, S Hare (Clerk).
3. **Apologies:** Cllr Mrs J Clarke.
4. **Register of Interests:** The Clerk to provide a copy of the Register of Interests held at Harrogate Borough Council **(Action: Clerk)**
5. **Declaration of interest in items in the agenda.** Cllr Blake's interest in the planning application for Gyll Cottage Item 7a was declared.
6. **Minutes of the meeting** held on 21 April were approved and signed. (Cllr Taylor proposed and Cllr Peace seconded).
7. **(a) Planning applications** received up to date of meeting:
6.13.50.B.FUL Alterations to front elevation to include installation of replacement windows and re-siting of door at Gyll Cottage, Main Street, Wath. The application was discussed and it was agreed that Harrogate Borough Council be advised:

D The Parish Council supports this application
(Action: Clerk)

6.13.77.FUL Erection of single storey extensions and alterations to fenestration at Station View, Wath to Melmerby, Melmerby. The Parish Council considered this application and agreed that Harrogate Borough Council be informed:

D. The Parish Council supports the application
(Action: Clerk)

(b) Any other planning applications received after the posting of the agenda:
None

8. **Planning decisions:** None.

9. **Planning appeals/withdrawn/enforcement:** No further information has been received from Harrogate Borough Council re Case No: 15/00167/PR15 possible breach of planning control at Greyfriars UK Ltd site by Heck Sausages. County Cllr Atkinson to look into this. It was noted that signs have been placed at the site requesting devehicles to turn left not into the village. **Action: County Cllr Atkinson)**

10. **Other planning matters:** It was confirmed that all planning appeals for the area are re-presented to the PC for consideration.

11. **Village Enhancement:** Nothing to report

12. **Dog fouling:** Notices have been placed at various locations around the village. Mark.lee@harrogate.gov.uk can be contacted for dog fouling notices.

13. Highways

Potholes: Highways Dept to be informed about the pothole on Bedale Lane outside Hambleton View. **(Action: Clerk)**

14 Accounts:

The following cheque payments were made:

- £24 to Samwaies Hall for hire April and May 2015
- £30 to D Box for internal audit of Accounts
- £43.20 to Constandi T/A RGPS for Dog Fouling signs
- £150 to St Mary's Church for donation to Parish Burial Ground
- £253.87 to AON for Insurance renewal

15 Financial Report:

- **Bank Account:** The bank reconciliation to 1 May 2015 and bank statement dated 1 May 2015 were circulated.
- **2014/15 Accounts:** The accounts for the year ended 31/3/2014 have been internally audited by Ms D Box and have been forwarded to the External auditors. The independent examiners statement was circulated.
- **Insurance:** Two quotes for the insurance renewal from June 2015 were invited – Zurich and Aon. Aon has provided insurance cover for a number of years and was able after contact by the Clerk to reduce their quote by almost half. The revised cost being £253.87 instead of £462.79.

- **Transparency Code:** Guidance from YLCA advised that it is the PC's responsibility to establish a website to publicise the required information under the Transparency Code for Smaller Authorities. The Clerk to approach the Samwaies Hall Committee on sharing their website.

(Action: Clerk)

14. PAYE: The monthly Employer Payment Summary has been forwarded to the HMRC

15. Correspondence:

- The Clerk has responded to Harrogate Borough Council Bulb/Wildflower Scheme for daffodil bulbs which can be collected between 19 October and 9 November 2015.
- Good Councillor's Guide: The clerk to circulate my email the revised The Good Councillor's Guide (4th edition) **(Action: Clerk)**

The following correspondence was circulated to Councillors:

- North Yorkshire County Council Bus Subsidy Reductions
- YLCA White Rose Update 27 April 2015
- Clerk and Councils Direct

16. Items for next agenda: Standard items plus Village Enhancement, Highways, Dog Fouling and Defibrillator

17. Date of next meeting: Tuesday 7 July at 7pm

The meeting closed at 7.30pm