

Wath and Norton Conyers Parish Council

**Minutes of the meeting held at 7.00pm on
Tuesday 21 April 2015 at Samwaies Hall**

1. **Present:** Cllr Mrs J Graham (Chairman), Cllr Mrs J Clarke, Cllr A Blake
Cllr S Taylor, Cllr G Peace S Hare (Clerk).
2. **Apologies:** None
3. **Declaration of interest in items in the agenda.** None
4. **Minutes of the meeting** held on 31 March 2015 were approved and signed. (Cllr Taylor proposed and Cllr Peace seconded).
5. **(a) Planning applications:** None

(b) **Any other planning applications** received after the posting of the agenda:
None
6. **Planning decisions**
 - (a) **Police Garages, Bedale Lane:** The planning application was refused. The proposed building would have an adverse impact on the spatial quality of the area and harm the visual amenity of the streetscene. The development, due to its siting and scale would have an adverse impact upon the amenity of neighbouring dwellings.
 - (b) **Conversion of barn to form 1 dwelling, Main Street:** Full planning permission was granted subject to a number of conditions including the works to commence outside the main swallow nesting season.
7. **Planning appeals/withdrawn/enforcement:** A planning enforcement notice 15/00167/PR15 has been received regarding the use of the Greyfriars site by Heck Sausages for maybe the production of sausages and the number of HGV movements generated etc. Cllr Graham has contacted Mr Keeble as the notice was not triggered by the PC. Cllr Graham to contact Pat Costar , the Case Officer at Harrogate Borough Council. Concerns were raised that Heck as the current occupier at the site could set a precedence for the type of business use and number of deliveries for any new business using the site in the future.
(Action: Cllr Graham)
8. **Other planning matters:** None

9. Village Enhancement

- **Play Area:** A designated play area for children was discussed but it was agreed there is currently no appropriate area in the village.

10. **Dog Fouling:** Cllr Blake to create notices asking dog walkers to 'Bag it and take it home'. The notices to be placed y on the 30mph signs. **(Action: Cllr Blake)**

11. Highways

- **Pothole:** The pothole on Bedale Lane opposite The Briars requires attention. **(Action: Clerk)**

12. Accounts:

The following payment was raised:

- £111.00 to YLCA for annual membership 2015/16. The subscription is based on the number of electors in the parish and is split between the NALC and YLCA.

Parish Burial Ground: A request from St Mary's Church PCC for a contribution towards the maintenance of the burial ground has been received. The burial ground is non-denominational and is for all members of the community. It was agreed that a donation of £150 per year towards upkeep.

(Action: Clerk)

13. Financial Report:

13.1 Annual Return for the financial year to March 2015

- **Financial Risk Assessment:** All the Councillors were in agreement that they had maintained an adequate system of internal control, including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.
- **Statement of Accounts:** These were approved by all Councillors and signed by Cllr Graham and the Clerk. The questions contained in the Annual Governance Statement section of the Annual Return were put to the Councillors and all questions were answered in the affirmative. This part of the form was also then signed.
- **Asset Register:** The Register was circulated and discussed and no changes were made.
- The clerk to contact Ms D Box to carry out the internal audit of the accounts.

(Action: Clerk)

- 13.2 **Transparency Code for small authorities:** The Clerk has contacted Harrogate Borough Council regarding the use of their website for publishing PC information. Although they currently list the parish councillors and their business interests they are not able as yet to offer any other service. The Clerk to contact the YLCA for advice **(Action: Clerk)**

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

15. Correspondence: The following correspondence was circulated:

White Rose update April 2015

16. Items for next agenda: Standard items plus Village Enhancement, Highways, Dog Fouling, Transparency Code for Smaller Authorities

17. Dates of next meetings: Wednesday 27 May at 6.30pm – Annual Parish Meeting

The meeting closed at 8. 15pm