

PATRICK BROMPTON PARISH COUNCIL

**MINUTES OF THE MEETING HELD ON  
WEDNESDAY 4 OCTOBER 2017**

**Present**

Councillor A Bull (Chairman)  
Councillor R Hudson  
Councillor R Ormston  
Councillor P Philpott  
Councillor G Shepherd

J MacNamara (Clerk)  
5 Parishioners were also present  
1 Representative was also present

**041.2017      Apologies and Reasons for Absence**

There were no apologies for absence

**042.2017      To receive **Declarations of Interest** in items on the agenda**  
There were no declarations of interest.

**043.2017      To approve the **minutes** of the meetings held on the:**

17 July 2017

Cllr Shepherd asked whether the wording of minute 039.2017 with regards to correspondence received from a member of the public to Cllr Ormston was an accurate record.

Cllr Bull asked Cllr Ormston whether or not he thought the minute was an accurate reflection of what was said throughout the meeting. Cllr Ormston confirmed that he felt it reflected the matter discussed.

It was raised whether or not a meeting had been held with the Parishoner following the last meeting. The Parish Clerk confirmed that the meeting had not been held at this stage.

The minutes of the meeting were **approved** and signed to be correct.

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**044.2017          Planning Matters – Presentation from Developer re:- Land adjacent to Oak View**

Cllr Bull invited Mr Peter Broome from Python Properties to give a presentation with regards to proposed development at Oak View.

Mr Broome outlined he did have plans to show Members and was happy to take questions. The Clerk suggested that a table be erected for the plans so that it would facilitate Councillors and members of the public being able to see the proposals more clearly.

Mr Broome outlined that his company (Python Properties) had now bought the property at Oak View. He outlined that Oak View had outline planning permission and since purchasing the development they had been engaged in a pre-planning application process with RDC about submitting a new planning application and was grateful for the opportunity to speak to Parish Council with regards to the proposed development before formal application.

Mr Broome stated the basis for the application was to convert the property into a six-bedroomed property, add a balcony to the property and make some other changes to the quarter acre site.

Mr Broome outlined that their agent had identified a need for properties of this size and type within the local area.

Following the presentation Cllr Bull invited Councillors and Members of the Public to put forward questions and make comments with regards to the proposal.

Cllr Ormston informed the meeting that he would make no comment as a Member of the RDC Planning Committee and make no predetermination ahead of the planning application being submitted.

A number of questions and comments were put with regards to the proposed development in which there was a consensus that the new application appeared to not differ from the previously submitted application and in some instances, was infinitely worse as it was now proposed to be a six-bedroomed property as opposed to a four-bedroomed property. It was also questioned whether or not there was a need for six-bedroomed properties of the type proposed within the Parish as outlined in the presentation.

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Following the discussion Cllr Bull thanked Mr Broome for his presentation and following advice from the Parish Clerk offered to send a copy of our previous response to the Planning Application to the applicant.

N.B. Following receipt of an e-mail the applicant confirmed that their agent had already obtained a copy of the Parish Council's formal objection to the previous Planning Application at Oak View.

The Clerk read an Application received from RDC with regards to the installation of a skylight at Meadowfield Barn, Butterwell Farm, DL8 1LN.

The Council **Resolved** that there were **no Comments or Objections** to the proposed Application.

**045.2017****Standing Order Review**

The Clerk reported that a Sub Committee of the Council met on 6 September to go through the Council's current Standing Orders. Councillors Bull, Ormston, Philpott and Shepherd met to consider the changes.

The Clerk summarised the proposed changes and advised that all members had been circulated with a new copy of the Standing Orders.

It was **Agreed** that the Standing Orders be accepted.

**046.2017****Appointment of Data Protection Officer**

The Clerk reported that changes to the current 1998 Data Protection Act were due to be enacted on 1 April 2018.

The Clerk outlined that whilst at this stage it was unsure whether the changes to the law would affect Parish Councils at the Sub Committee meeting on 6 September the Parish Council agreed that it would be good practice to appoint the Parish Clerk as the Data Protection Officer for the Parish Council.

It was **Agreed** that the Parish Clerk be appointed as the Data Protection Officer.

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**047.2017 Appointment to the Atkinson & Clarke Trust**

The Clerk reported that Mrs Gwyneth Endersby had been appointed as the Parish Council representative on the Atkinson and Clarke Trust.

**048.2017 Queen Elizabeth II Bus Shelter Renovations**

The Clerk outlined that a Tender Document had been circulated to Councillors to address the Council need to invite Tenders to undertake work to the Queen Elizabeth II Bus Shelter.

The Clerk outlined that as a result of the Meeting on 20 September 2017 having to be postponed there was a requirement to change the schedule for tenders and circulated an addendum to the report which extended the process to include determination of the preferred tenderer by 8 November 2017.

It was **Agreed** to accept the Tender Document and to start the process according to the schedule to undertake work at the Queen Elizabeth II Bus Shelter.

**049.2017 Newton Le Willows & Patrick Brompton Village Hall Trustee Appointment**

Cllr Andrew Bull reported that he no longer wished to serve as the Parish Council's representative on the Newton Le Willows and Patrick Brompton Village Hall Trust due to other commitments.

Cllr Bull courted opinion on a replacement on the Trust from within the Parish Council.

Throughout the discussion Cllr Philpott expressed concern that there was a need to make the appointment at the meeting, when there had not been clarity on the duties and obligations relating to the post of Trustee.

Cllr Shepherd identified that if the Council could not agree a representative then a similar process of appointment to that of the Atkinson and Clarke Trust would have to be undertaken, but that in the interim he would be prepared to attend a meeting on the basis that he would be acting as the Council's interim representative.

Cllr Bull and a member of the public stated that in order for the Parish Council to have full voting rights on the Trust then the appointment of a Trustee would have to be for the full term (one year) from the AGM.

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It was **Agreed** that the position be advertised by leaflet to members from across the Village and that Cllr Philpott undertake this task. Following this a process of appointment would be undertaken.

**050.2017**            **Defibrillator Rota** – to agree the forthcoming rota

October – Cllr R Hudson  
November - Cllr R Ormston  
December – Cllr P Philpott

**051.2017**            **Updates**

RDC Ward Boundary Review

The Clerk outlined the Parish Council's response to the Boundary Review currently being undertaken to District Council ward boundaries.

The Clerk outlined that the next stage of the process would be the Local Government Boundary Commission's own proposals on 31 October which the Parish Council would have the opportunity to comment upon and that he would schedule a discussion on this matter for the November meeting.

**052.2017**            **Reports of previous month's meetings etc.** - to hear from Town/District/County Councillors on any meetings attended or other information of interest to the Parish Council

Cllr Bull reported that the next meeting of the YLCA would be taking place on 12 October in Patrick Brompton.

Cllr Ormston reported that RDC was launching a new website.

Cllr Hudson had no matters to report.

Cllr Philpott reported on the recent Village Events Committee.

Cllr Philpott reported that there would be: -

Bulb Planting – 29/10/17  
Ceilidh – 14/10/2017  
Quiz & Carol Singing in November and December.

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Cllr Philpott asked about displaying notices in the Telephone Box.

Following a discussion with regards to the matter it was determined that the item should be placed on the Agenda for the next meeting.

At the end of Cllr Philpott's report he was asked by Cllr Bull about the current balance of funds being held by the Village Events Committee.

Cllr Philpott reported that he was not aware of the current position.

Cllr Shepherd reported that the Atkinson and Clarke Trust had met and determined not to award any grants at this stage as it was continuing to invest in the fabric of the Old School Room.

**053.2017****Correspondence**

The Parish Clerk read a letter from Mr and Mrs David Chapman of Kirkpatrick, Patrick Brompton which is appended to the Minutes of the Meeting as Appendix A.

Cllr Bull invited a discussion on the prospect outlined in the letter from Mr and Mrs Chapman to make the narrow strip of grass either a gravel or concreted area.

As part of the discussion the Clerk confirmed that determination was in the permission of the Parish Council.

Following a discussion on the matter it was Agreed to grant the request by Mr and Mrs Chapman and allow them to gravel the identified strip of land.

**Finance****054.2017****Receipts & Payments**

Council resolved to accept the bank reconciliation the community account balance standing at £2,038.37 and the savings account balance standing at £3,059.69. The Council resolved to accept the receipts and payments as set out in the Responsible Financial Officer's report.

Cllr Hudson apologised with regards to the late payment to the YLCA.

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The Financial Report is Appended to the Minutes as Appendix B.

**055.2017**      2018/19 Precept Arrangements

The Clerk read a letter that he had received from RDC with regards to the forthcoming Budget and Precept arrangements for the 2018/2019 financial year.

The Clerk announced that he had agreed with the Responsible Financial Officer (Cllr Hudson) that like in recent years the Budget and Precept would be the subject of a detailed discussion at the November meeting.

**056.2017**      **Date of next meeting**

Cllr Bull asked that in principal that all Parish Council meetings be held on the second Wednesday of the month and that forthcoming meetings be held in November, January, March and May.

It was agreed that this be accepted and that the Clerk distribute a schedule.

The next meeting would therefore be on Wednesday 8 November at 7.30pm at The Old Schoolroom, Patrick Brompton.

**057.2017**      **Closure**

There being no further business the meeting was declared closed at 9.00 pm