

PATRICK BROMPTON PARISH COUNCIL

**MINUTES OF THE MEETING HELD ON
WEDNESDAY 10 JANUARY 2018**

Present

Councillor A Bull (Chairman)
Councillor R Hudson
Councillor R Ormston (arrived at Minute 081.2018)
Councillor P Philpott
Councillor G Shepherd

J MacNamara (Clerk)
4 Parishioners were also present

078.2018

Apologies and Reasons for Absence

The Clerk indicated that he had been informed Cllr Ormston would be late as he was attending another meeting prior to the Parish Council.

Cllr Ormston arrived at agenda Item 4(a) Minute 081.2018.

Following that point All Councillors were in attendance.

079.2018

To receive **Declarations of Interest** in items on the agenda

Cllr Ormston raised at Minute 093.2018 that as a Member of the RDC Planning Committee and an owner of land within the Village he may have an interest in the matters under discussion at this part of the meeting.

080.2018

To approve the **minutes** of the meeting held on the 8 November 2017.

The Minutes were Agreed.

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Finance**081.2018** a) Receipts & Payments

Council resolved to accept the bank reconciliation the community account balance standing at 3,121.95 and the savings account balance standing at 3,085.23. The Council resolved to accept the receipts and payments as set out in the Responsible Financial Officer's report.

As part of the discussion it was noted that the application to the Department for Communities and Local Government Transparency Fund for costs associated with the running of the website and the associated time for the Clerk to maintain the website had been successful and £686.50 had been received.

082.2018 b) Parish Insurance

Cllr Hudson presented the new Insurance quote from Zurich of £180.32 for the forthcoming Financial Year. Cllr Hudson outlined that following the decision of the District Council in the last Financial Year to stop their Parish Council Insurance Scheme a large body of work was undertaken and Zurich were found to be the most competitive and comprehensive in their policy cover.

It was proposed by Cllr Shepherd and Seconded by Cllr Bull that we agree to the proposal to once again engage with Zurich as the insurers for the Parish.

The Council Agreed.

083.2018 c) Appointment of Internal Auditor

Cllr Hudson outlined that there was a requirement at the next meeting of the Parish Council to formally appoint an Internal Auditor ahead of the year-end.

It was proposed and agreed that the Parish Council once again approach Mr Barry Whitfield.

It was agreed that the Clerk would write to Mr Whitfield and that Cllr Hudson would forward all of the necessary contact details.

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084.2018**RDC Ward Boundary Review Update**

Prior to the item being discussed a member of the public raised the point that she wished to thank the Chairman of the Parish Council for convening the meeting prior to Christmas to look into the proposed Local Government Boundary Review. She also thanked the Councillors from the Parish and District in attendance and the Parish Clerk for his presentation and subsequent work on the matter.

The Chairman reported that the public meeting held before Christmas had been attended by over 20 members of the Parish and this had been followed with a further leaflet drop to encourage residents to object to the proposals.

The Chairman also placed on record his thanks to the Clerk for all the work he had done with regard to this matter.

The Clerk reported that some residents had forwarded their objections to him as well as send them to the Boundary Commission.

The Council agreed that the Objection prepared by the Clerk should be approved and sent to the Boundary Commission before the 15 January 2018 deadline.

085.2018**Data Protection Regulations Update**

The Clerk outlined that as part of the Council's review of Standing Orders in the Autumn 2017 the Council had also taken the initiative to adopt the proposed changes to the 1998 Data Protection Act ahead of the implementation of the changes later in 2018.

As part of the changes the Council were required to appoint a Data Protection Officer and had appointed the Parish Clerk.

The Clerk explained that following advice from the YLCA Parish Council's may now be required to appoint an external body to oversee Data Protection matters to ensure that there were no conflicts of interest.

The Clerk stated that further advice was currently being sought and the matter would be brought back to the March meeting.

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086.2018**The Use of the Telephone Box**

The Clerk outlined that this matter had been rolled over from the last meeting and that he had been in touch with both BT and the Community Heat Beat Trust with regards to proposals for the use of the Telephone Box.

The Clerk explained that the Parish Council were the legal owners of the Telephone Box however the decision taken by the Parish Council to install the Defibrillator in the Box and enter into an agreement for a free electricity supply meant that they were now subject to certain conditions as part of that agreement.

The Clerk explained that in his discussions it was clear that all activities should have an adherence to common sense and health safety requirements. He further explained that in his discussions he had highlighted some of the suggestions which had been raised, he outlined that there were no objections to a noticeboard, providing it did not obscure the equipment. There would be no objections to a book loan scheme, but that the Parish Council would be required to give careful consideration to the storage of any books as they would require shelving and a named person(s) to act in the capacity of librarian to ensure that books did not impede access to the defibrillator. The Clerk outlined that there were objections to plants been placed in close proximity to the emergency equipment because of corrosion. The Clerk reiterated that any activity undertaken should be done so, so as not to damage the integrity of the contract and the equipment and all activities should be undertaken in accordance to health and safety as previously explained.

A discussion with regard to the matter was held. It was agreed that as the position was now clearer and a further round of discussions could now be held with Interested Parties from across the Village and that the matter should once again be tabled for a further discussion at the next meeting of the Parish Council.

087.2018**Patrick Brompton Parish Council Website**

Cllr Ormston outlined that he wished to raise 3 points with regards to the website:

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- The Advertisements – the order and size, following a discussion with Democratic Services at the District Council there were issues pertaining to favouritism, there were also issues about had the businesses on the website paid for the current advertising and whether it was appropriate to seek new people to advertise on the website.
- The Blog and Have your Say section of the website as the information there was outdated and rarely used.
- The Community Events Committee Minutes – some appeared, some did not and they appeared not to be up to date.

There followed a wide-ranging discussion with regards to the website which was led by Cllr Shepherd.

Cllr Shepherd outlined the historic position concerning advertising on the website and how we had come to the current position, he also informed the Parish Council that at the outset Mike Catterick had approached local businesses to make a contribution towards the costs of the website. In return for their contributions then an acknowledgement of those businesses has continued to be provided on the website, but that these were one off contributions from the businesses at the outset of setting up the website.

Cllr Shepherd agreed there was a need to look at those pages of the website, he also stated that some issues had been raised about double funding as the website had been funded through the Transparency Fund.

The Clerk outlined that he did not think it precluded the Parish from seeking sponsorship and that as the Transparency Fund was ending on 31 March it may be an opportune time to look into the matter.

There appeared ambiguity in the response received from the District Council to Cllr Ormston about whether or not it was acceptable to receive payment for advertising and it was agreed that the Clerk look into this matter further. Cllr Ormston agreed that if it were deemed appropriate he would not mind contacting suppliers in his network of contacts to advertise on the website.

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Cllr Shepherd agreed to look into matters concerning the Blog and also apologised that the Community Events Committee Minutes were not up to date as that was his responsibility.

It was agreed that Cllr Shepherd look into a policy for the website and the handling of information on there and that the Clerk approach the District Council to ascertain their position on paid advertising for Parish Council websites.

088.2018**Tour de Yorkshire 2018**

Cllr Shepherd explained that the Tour de Yorkshire would be taking place between 3 – 6 May 2018 and that the Tour would be coming through the Village on 5 May 2018.

Cllr Shepherd outlined that the Community Events Committee working in partnership with St Patrick's Church were discussing the possibility of hosting a celebration to coincide with the Tour de Yorkshire. Cllr Shepherd also explained that a Tour De Yorkshire roadshow for business was taking place at Bedale Hall on Thursday 18 January at 7.30pm hosted by Tour De Yorkshire and he and Mrs W Shepherd and Mrs J Cockburn would be attending.

Cllr Ormston also advised that there were other Briefing events taking place across Richmondshire as it was the intention of the District Council to provide some monetary support for the showcase.

089.2018**Reports of Previous Meetings**

Due to the Christmas and New Year period it is was outlined that there had not been many meetings although a number of upcoming meetings were identified which Councillors would be attending, including:

Atkinson & Clarke Trust
Community Events Committee
The Newton-le-Willows & Patrick Brompton Village Hall Committee
YLCA Association Meeting

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090.2018 Correspondence

The Clerk reported that no written correspondence had been received since the last meeting and all e-mail correspondence had been forwarded to Councillors in the interim.

091.2018 Defibrillator Rota

Prior to determining the rota for the forthcoming quarter, Cllr Bull explained that in discussions with the Yorkshire Ambulance Trust he had been able to secure agreement for further training. The training would be provided free of charge and preferably on a Saturday.

It was agreed that Cllr Bull take the initiative forward.

The forthcoming Rota was agreed: -

February – Cllr R Ormston

March – Cllr G Shepherd

April – Cllr P Philpott

Planning**092.2018 a) Planning Applications**

The Clerk reported that no Planning Applications had been received for consideration at this meeting.

093.2018 b) Planning Updates

The Clerk reported that the planning application received for Full Planning Permission for Single Storey Gable Extension at Fairlain, Hackforth Road, Patrick Brompton, Bedale, North Yorkshire, DL8 1JR had not been determined.

The deadline for responses had been 29 December 2017 and that he had forwarded comments to the Planning Authority on behalf of the Parish Council with regards to the need for due attention to be paid to surface water and flooding.

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The Clerk also explained that he had held a discussion with the Planning Officer at the District Council with regards to the status of the development at Oak View.

The Clerk confirmed that Cllr Ormston had requested the matter be referred to the Planning Committee if the application were deemed appropriate by the Planning Department. However, the Planning Authority had been minded to reject the proposal and as such the developer exercised their right to amend the scheme.

094.2018 c) The Clerk had been informed a further determination of the changes to the application were under consideration by the Planning Authority and that the Parish Council would be notified in due course.

Parish Plan

The Clerk reported that it had been requested at the last meeting to place the matter of a Parish Plan on the agenda.

The Clerk outlined that other Parishes had produced a Parish Plan and as such were able to use the document as a mechanism to strengthen their hand in consultation with the planning authority on proposed planning applications within their Parish.

The Clerk outlined that if members were minded to look at a Parish Plan that this could be done as a Sub Committee of the whole Council.

A detailed discussion took place with regards to the merits of a Parish Plan and what could/would be included in such a plan.

Cllr Ormston read out that: - "You could press the local Planning Authority to adopt the Plan as a Supplementary Planning Document that would carry significant weight as a material consideration in the planning decision making process".

A number of points were raised as to whether or not there would be a financial implication and the need to engage specialist advisers to undertake the work with the Parish Council and the length of time the study may require.

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Throughout The discussion it was identified that the work on Parish Plan could take up to the end of 2018 and that it would be important for the Parish Council to work to a deadline, but that, there were no financial implications for the study.

Cllr Hudson and Ormston sought advice as a landowner as to his involvement within the study. The Clerk outlined that he did not believe that being a landowner precluded any member from being involved in the preparation of a Parish Plan. The Clerk explained that he felt the Plan would be unreasonable if it sought to identify sites that should not be built upon and that the Plan should be designed to be a statement of principles by which to help the Council engage with the District Council on planning matters.

It was Agreed that other Parish Plans should be examined before the next meeting and a further determination of how and if to proceed be considered at the March meeting of the Parish Council.

095.2018**Date of next meeting**

The next Ordinary Meeting was set to take place on Wednesday 14 March 2018 at 19:30 at the Old School Room.

096.2018**Closure**

There being no further business the meeting was declared closed at 20:45.