

# **Pannal & Burn Bridge Parish Council**

## **Council Meeting**

**To be held in the Function Room of Pannal Village Hall**

Start Time: 6.30 pm on Thursday 8<sup>th</sup> November 2018

All meetings of the Parish Council are open to the Press and Public

### **Agenda**

1. Apologies for Absence.
2. Declarations of interest.
3. Approval of Minutes of the 11<sup>th</sup> October meeting (at Appendix A).
4. Opportunity for public comment for items not on the agenda.
5. To receive a Local Plan and HAPARA update.
6. To receive an NDP update.
7. To receive a report from the HBC Planning meeting.
8. To be briefed on Armistice Sunday arrangements.
9. To receive a brief on items from the previous meeting:
  - a. VAS Speed signs.
  - b. Dog bin progress including update on the “doodoo watch” scheme website and [possible leaflet drops.
  - c. Parking on CM.
  - d. Assets of community value progress.
  - e. Progress on an alternative allotment site.
10. To receive a briefing on the Clerk recruitment process and timetable.
11. To note the Carols on the Green is scheduled for Monday 17<sup>th</sup> December and to allocate responsibilities.
12. Finance:
  - a. To approve the current account and bank statement as at 8<sup>th</sup> November.
  - b. To approve payment of invoices and expense claims received as at 8<sup>th</sup> November.
  - c. To note the call for Precept demand for FY19-20 and agree actions.
  - d. To process the additional bank account signatory – Cathy Burrell.
13. Date and time of the next Council Meeting – 13<sup>th</sup> December.

Andrew Macdonald  
Parish Clerk  
4<sup>th</sup> November 2018

# Pannal & Burn Bridge Parish Council

## Appendix A

### Pannal & Burn Bridge Parish Council

Draft minutes of a Council meeting held in the Function Room of Pannal Village Hall

at 6.30 pm on Thursday 11<sup>th</sup> October 2018

All meetings of the Parish Council are open to the Press and Public

Present: All Parish Councillors with apologies from Ryan Dall. Councillors Cliff Trotter and John Mann, and members of the public were present.

#### Agenda

1. Apologies for Absence. Ryan Dall sent his apologies.
2. Declarations of interest. There were none.
3. The minutes of the 13<sup>th</sup> September meeting were approved as a true and correct record.
4. Comments for items not on the agenda. There were none.
5. To update on the situation with parking on Crimple Meadows. Mr Hopkinson residing in Crimple Meadows had registered a formal question about parking on Crimple Meadows. He presented some ideas which were discussed by the PC (attached in the minutes' documents on the website). It was agreed by Mr Hopkinson that he would be happy to manage a leaflet drop to all residents in Crimple Meadows and take in the responses. The PC would draft a suitable questionnaire.
6. To update on the Local Plan and HAPARA meetings. Dave Oswin updated the PC on progress with HAPARA and the notes of the last meeting would be added to the PC's website. It was further agreed to add the Flaxby Park Developer's press release to the minutes' documents page.
7. To receive an update on the NDP. Cathy Burrell briefed the meeting:
  - a. Interim reports had been provided by the FGs. Those reports have been sent to the consultant for investigation regarding content and relevance to planning law along with the suggested questions for inclusion in the questionnaire. It was decided to request advice from the consultant before publishing the FG reports, especially if some content were deemed inappropriate. This will not take place until November due to heavy workload at the consultant.
  - b. A survey for local amenities would be published before Christmas with results expected in January 19.
  - c. The Plunkett Foundation grant documents were handed over to Cathy Burrell in case there were any opportunities for seeking funding from this source.
8. To update on the YLCA Branch meeting and VAS/Speeding. The Clerk reported on selected items from meeting which he attended with Dave Oswin. Of most importance was the discussion on VAS and speeding systems. Discussions were in progress with equipment providers as to how the PC would implement its plans for speeding systems in the village should the NYCC solutions not be satisfactory. An update would be provided at the next meeting.
9. To discuss dog bin proposals. Considerable discussion took place on the subject. A number of options were to be investigated.
  - a. It was resolved to authorise expenditure up to £300 (net) for the purchase and fitting of an additional dog bin in the area to the rear of the Church. The emptying process would be discussed at a later date.
  - b. Councillor John Mann recommended that a leaflet could be produced with a view to educating dog owners.
  - c. The Wilmington Village "doodoo watch" scheme was discussed and it was Resolved to try to put this into operation in the village. Ryan Dall was asked, in

# Pannal & Burn Bridge Parish Council

## Pannal & Burn Bridge Parish Council

his absence, to lead on this with a view to engaging some of the residents to help put it in place. Details can be found [here](#) (hyperlink to one of many news items) and Cathy Burrell has further details.

10. To update on registering assets of community value. The Clerk briefed the PC on the system. Details of failed and successful designations were distributed. It was not as easy as had first been envisaged and it was agreed to review the process and decide at a later date what assets should be registered and by whom. It was confirmed that this was a Parish Council responsibility and not part of the Neighbourhood plan.
11. To confirm attendance at the HBC Planning meeting on 15th October. It was confirmed that places had been reserved for Howard West, Dave Oswin, Cath Burrell and Ian Birchall.
12. To approve an amendment to the Council's NDPSPG Committee membership. It was Resolved to amend the NDPSPG membership following Jackie Wootton's resignation and that Ethne Bartup and Geoff Cattley were now appointed as SG members.
13. To brief on the plans for Armistice Sunday and approve the purchase of a Wreath. It was resolved to purchase wreath for the PC to lay at a limit of £30. The Clerk would make the arrangements. Further, details of the Armistice Day arrangements would be published in the next newsletter.
14. From the previous meeting: to review progress on identifying an alternative allotment site.
  - a. A site visit would take place and a short report provided following Steve Cobb's discussions with the owner of a piece of land that might be suitable. The Clerk would report progress.
  - b. There was further discussion on the PC's disquiet about the pre-application fee charged by HBC for the existing Park and Stride and Allotment proposal, and the subsequent costs incurred. It was resolved that the Clerk would draft a letter for the PC to express its displeasure and seek some form of financial redress.
15. Finance:
  - a. The current account and bank statement were approved as at 11th October.
  - b. Payment of invoices and expense claims received were approved as at 11th October.
  - c. To brief on new bank account options. It was resolved not to seek alternative banking arrangements for now but to add Cathy Burrell as an additional authoriser to the current system.
  - d. To receive the closing AGAR report. The Clerk reported that the AGAR report had been published on the website and posted on the PC's notice board as required by the regulations.
16. Date and time of the next Council Meeting – 8<sup>th</sup> November.

Andrew Macdonald  
Parish Clerk  
15<sup>th</sup> October 2018