**Pannal and Burn Bridge Parish Council**

**Minutes of a Council meeting held in the Function Room of Pannal Village Hall**

At 6.00p m on Thursday 14th, February, 2019

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

**Present:** Parish Councillors but with apologies from Dave Oswin and Ian Birchall. Pannal resident David Hopkinson was in attendance in addition to Borough Councillors John Mann and Cliff Trotter.

1. **Apologies for absence** – received from Dave Oswin and Ian Birchall.
2. **Declarations of interest** – there were none.

**3. The Minutes of the 13th December, 2018, meeting** were approved as a true and correct record and duly signed.

**4. Opportunity for comment for items not on the agenda**

a) John Mann outlined the bleak financial picture regarding NYCC’s budgets for next year which equated to an approximate loss to HBC of 40% of budget since 2011. The net effect of these cutbacks means that the dire condition of Harrogate and surrounding villages’ roads will remain for some time with only pot hole filling undertaken rather than surface dressing. Necessary gas works to be undertaken during 2020 will mean road repairs will be put back to at least then.

b) Following two complaints, confirmation was given that “pile driving” on the Dunlopillo building site would conclude by week ending 22nd February, 2019

c) Three “dropped curbs” to facilitate disabled access had been made in the area of Crimple Meadows and outside the village hall. Funding was from NYCC and, had this not been affected, the money would have been lost for this financial year

d) Parish Council to inform Cliff Trotter regarding requests for expenditure from the £5,000 Locality Budget.

1. **To update on Local Plan Examination -** Chairman made comment on his and Dave Oswin’s recent and concluding attendance at the Inspector’s examination of the Local Plan. All councillors were in agreement that the Parish Council’s representations (as distributed before the meeting) be submitted (both electronically and by mail) together with the consultant’s report to the Inspector, care of the Programme Officer. Details will be published on our website.
2. **Review of Crimple Meadows parking survey and proposed actions -** The Chairman expressed thanks to David Hopkinson for his organisation and collection of residents’ survey results which had clarified majority opinion on possible actions addressing parking congestion on Crimple Meadows. John Mann, together with Cliff Trotter, were asked to present the findings to NYCC Highways especially on the safety issues involved and progress action based on these concrete results.
3. **Update regarding request for Green Belt review** - Consideration of the green belt was put on hold by HBC pending the final outcome of the Local Plan. The Parish Council acknowledged receipt of a copy of a letter sent on the subject from Daniel Ward of Forward Investments to Wallace Sampson, Chief Executive of HBC, and Mr Sampson’s reply.
4. **Review of actions on dog excrement monitoring and bin provision** – this would be brought forward to the meeting on 14th March, 2019, pending receipt of information from the Information Commissioners Office as to the possible use – or otherwise – of siting camera devices.

Harvey Alexander will obtain details from ICO and submit them at the next meeting.

Following request for additional dog waste bins, consideration was given to the emptying and optimum siting of dog bins given that HBC will not purchase or empty them. As HBC will not fund this provision it would be up to the Parish Council to provide and organise the bin emptying with consideration given to sites on and near the top of Walton Park, Drury Lane, and Follifoot Lane and the footpath between Burn Bridge Lane/Brackenthwaite Lane.

1. **Advice received from Borough Councillor John Mann regarding Community Infrastructure Levy consultation –** current consultation being undertaken confirmed as being £ / square metre raised for new developments by HBC through the planning application process submitted by developers, the funds of which would be designated for funding infrastructure. Recognition was given to the fact that a careful balance would need to be established within the Charging Schedule. John Mann was thanked for his information provision. It was resolved to comment on the charges by 22nd February requesting actions on flexibility, dependence on housing numbers from the final Local Plan and expression that the proposals may be on the high side by around 10 to 15%
2. **To approve training costs for Parish Clerk on 1) planning and 2) clerk’s courses** – It was resolved to approve expenditure for these courses. Cathy Burrell asked for information regarding a Chairperson’s course for which expenditure had already been approved. A suitable date for the chairmanship course for Cathy Burrell will be sought.
3. **To update on Neighbourhood Development Plan (NDP) status** – Cathy Burrell confirmed that the NDP can only be submitted once the approved Local Plan is in place. However, much productive work is being undertaken by the focus groups supported by our consultant. A community consultation will take place on 8th June. Cliff Trotter commended councillors and volunteers on their motivation and progress with the NDP in comparison with other local Parish Councils.
4. **To confirm attendances at YLCA and Parish Consultation (19/3/19) meetings –** It was resolved that the clerk and Howard West would attend. Potential questions for the meeting agenda to be given to the clerk before our next meeting on 14th March.
5. **To decide on format for Parish Meeting in May 2019** – the Chairman confirmed that every Parish Council meeting is open to the public, therefore an additional special meeting to air views is not required. It is however a legal obligation to hold a parish meeting. It was agreed that the previously organised format would be retained in combining it with the Parish Council meeting. Councillor Trotter stated that in most cases attendance at such meetings in his area are from zero to minimal.

It was agreed that Steve Cobb (together with the clerk) would arrange an appointment with Kirbys Solicitors about the allotment. Chairman confirmed that no investigative expenditure would be incurred pending discussion and, if appropriate, agreement at the next meeting on 14th March, 2019. *(Retrospective note: this matter was put on hold for discussion at the next meeting.)*

 **Finance**

1. The current account and bank statements were approved as at 14th February.
2. Payment of invoices and expense claims received as at 14th February were approved.
3. Additional spend of £5,000 for the Local Plan Examination was approved covering Arrowsmith’s recent documentation and attendance at the LP examination: the invoice would be split across this and next financial year. £ 2250 / £ 2750
4. **Date and time of the next Council Meeting** – 14th March, 2019, at 6.30pm.

Jane Marlow

Parish Clerk

22nd February, 2019