

Pannal and Burn Bridge Parish Council

Minutes of a

Pannal and Burn Bridge Parish Council Meeting

HELD REMOTELY DURING THE PRESENT CORONAVIRUS SITUATION

At 6.00pm on Thursday 14th May 2020

Present: Cllr Howard West (Chairman), Cllrs Dave Oswin, Ian Birchall, Steve Cobb, Ryan Dall, Cathy Burrell and Harvey Alexander in addition to Ward Cllr John Mann, Cllr Cliff Trotter, Mr Mark Siddall and Mrs Jane Chung

- 1) **Apologies for Absence** – all present
- 2) **Declarations of interest** – there were none
- 3) **Approval of Minutes of 9th April 2020 meeting** – these were approved as a true and correct record and would be retrospectively signed.
- 4) **Opportunity for public comment for items not on the agenda** – Cllr John Mann updated the meeting with regard to HBC's Parameter Plan in the Western Arc of Harrogate confirming the sites that would be included in the approximate 3000 house settlement and which would include plans for access / transport / cycling. Councillors were disappointed not to have been included in recent HBC discussions with a local group, considering their involvement and input imperative and particularly so when the Government Inspector – together with HBC – had made recognition of the collaborative work undertaken by the Parish Council in addition to neighbouring Parish Councils and local groups in representing a solid and cohesive stance. Councillors determined to address and rectify this situation with HBC once relevant email information received from Cllr John Mann.
- 5) **To approve any actions taken by the Parish Council / clerk since the last meeting** including ratification of a) addendum to the Council's Standing Orders regarding the holding of "remote" meetings and b) in line with L01-20 | THE LOCAL AUTHORITIES AND POLICE AND CRIME PANELS (CORONAVIRUS) (FLEXIBILITY OF LOCAL AUTHORITY AND POLICE AND CRIME PANEL MEETINGS) (ENGLAND AND WALES) REGULATIONS 2020: ratification that the Annual Parish Council Meeting together with the Annual Parish Meeting be postponed until May 2021 with the continuation of the current Chairman and Committees until that time (unless the Council decides to hold a meeting / elect a Chairman earlier) – councillors RESOLVED to ratify both a) and b) above.
- 6) **To decide on the purchase of Speed Indicator Device(s) (SIDs) for temporary siting on private land** – the £5,000 previously ratified spend decision was confirmed with Mark Siddall being thanked for his investigative work and recommendations regarding potential purchase of two SIDs. Mark Siddall was asked to negotiate for two SIDs around the agreed budget. Additional costs for posts and installation would be borne by the Parish Council. Dependent on delivery information, the order would be placed by the clerk.
- 7) **To consider quotation for further Neighbourhood Plan work in conjunction with updated master plan** – Jane Chung's input was very much appreciated with some discussion ensuing on the way forward. Cathy Burrell will email those previously involved in the Focus Groups and their work seeking their forward commitment and status on work to-date and, once this was established, the (DP) consultant would be contacted to provide a quote for specific "milestone" items to be undertaken which would include the aspirations of a Park and Stride and establishment of allotments.
- 8) **To update on the presentation of a common approach with Pannal School to HBC regarding future use of PN20 site** – a detailed email had been sent to HBC (4th May) setting out the Parish Council's and Pannal School's joint approach regarding usage of the land for allotments and a Park and Stride facility; to-date no response has been received from HBC.

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9) To update on Thirkhill Drive situation – no further useful information had been received or (enforcement) action taken regarding the a) overwhelming Bellway signage adjacent to the Dunlopillo building or b) traffic calming measures. Cllr John Mann was asked for progress information on both these points before the next meeting.

10) To update on Coronavirus help actions – the support systems set-up were working well with the telephone Helpline continuing to be volunteer-manned every day. The situation had settled to become fairly quiet with the majority of the fantastic and considerable volunteer base not yet being called upon for support.

11) To consider any follow-up actions in relation to the report from Burn Bridge residents regarding speeding through Burn Bridge and via Yew Tree Lane – it was resolved to acknowledge receipt of the Burn Bridge residents' submission and suggest they send their report to NYCC. It was noted that CSW (Community Speed Watch) figures show there doesn't appear to be so much of a speeding problem on Burn Bridge Road but one of increased traffic flow. It was agreed that pavement widths – especially on Yew Tree Lane – are inadequate for the safety of pedestrians. However, NYCC Highways have already been informed of the congestion problems throughout the parish, rather than just one section of road. Significant infrastructure changes were deemed to be the only solution to the problem which would only be exacerbated by more housing on Harrogate's "Western Arc". NYCC are charged with solving the overall problem.

12) To confirm volunteers for Neighbourhood Watch – clerk to advise PCSO (Police Community Support Officer) of all GDPR approved contacts. Neighbourhood Watch would then be co-ordinated between the PCSO and volunteers.

13) To consider suggestions for Community Expenditure:

- Suggestion made for a footpath to be established across Crimple Meadows Recreation Ground to the playground equipment – cost would be prohibitive given the current NYCC financial situation given that footpaths are the responsibility of the County Council.
- Repair / restore parish benches / seating – majority owned by HBC: approach to be made as to their undertaking the work. The Parish Council will undertake actions to maintain the three Pannal Green benches through Cllr Steve Cobb.
- Assortment of bird boxes - £500 maximum expenditure RESOLVED with Mick Phipps to provide guidance and installation support.
- Planters – considered to be a good idea with further local enquiry / advice to be sought via Cllr Dave Oswin.
- Circular tree seat on Pannal Green with two park benches on Crimple Meadows Recreation Ground and close to beech hedge – HBC approval required with £2,000 expenditure RESOLVED to set against purchase
- Provision of adult gym equipment – maximum of £10,000 budget RESOLVED pending HBC's agreement for siting on Crimple Meadows Recreation Ground.
- Total maximum budget for Community Expenditure £12,500.

14) To consider / approve choice of internal auditor for Annual Report process – RESOLVED to use Mr I Scott, Horsforth, as previously.

15) To consider clerk's contract – RESOLVED to adopt the (YLCA recommended) contract which is now a mandatory requirement.

16) To consider (annual) clearance of parish's footpaths / overgrowth of vegetation – RESOLVED to spend up to £250 to cover the clearance as last year. It was noted that there are a number of self-seeded young trees requiring removal on the roadside of Spring Lane towards Rosedale which are the responsibility of NYCC.

17) Finance:

- a. Remote approval of the current account and bank statement up to 14th May

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b. Remote approval of payment of invoices and expense claims received up to 14th May which included Lanyards for volunteer badges / IT support for clerk and Chairman / purchase of new adult defibrillator pads / clerk's May salary / clerk's additional hours in support of the parish volunteer group set up / website domain renewal / purchase of Zoom facility for unlimited use for remote meetings

18) Date and time of the next Council Meeting –11th June 2020 (anticipated to be by electronic medium)

Jane Marlow
Parish Clerk
18th May 2020

DRAFT