

SCOTTON PARISH COUNCIL MEETING
1 Feb 2021
Held Via ZOOM (DUE TO COVID 19 RESTRICTIONS)
AT 7.00PM

	Responsible
<p>Present: Cllr Maggie Smith (Chair) Cllr Julie Greensmith (Vice Chair), Cllr Ian Whitehead, Cllr Gemma Paley, Cllr Truda Hammett, Val Carveth (Clerk & Minutes) & Karen Gregory</p>	
<ul style="list-style-type: none"> • The Chair reminded the Meeting of the Council's expectations for the audio or visual recordings of this meeting. No comments were given. (The Clerk advised she would be using a Dictaphone for this meeting) 	
<ul style="list-style-type: none"> • <u>APOLOGIES FOR ABSENCE</u> Cllr Helen Grant RDC SPCO Paul Fee 	
<ul style="list-style-type: none"> • <u>DECLARATIONS OF INTEREST</u> None declared. 	
<ul style="list-style-type: none"> • <u>APPROVAL OF THE PARISH COUNCIL MINUTES FOR 4 Jan 21</u> The minutes had been circulated to all and were approved. Cllr Greensmith would sign original copy. 	
<ul style="list-style-type: none"> • <u>Play Park/Bench Update</u> Cllr Paley gave an extensive update to the meeting on the completed and current repairs to the Play Parks. Pressure washing is now required and more spare parts still to arrive. Cllr Paley would look into hire of a Pressure Washer (with water supplied). New Play Park report is being chased for inspection. Concrete Base now complete in Scotton Gardens and the invoice was approved for the larger base required. 	
<ul style="list-style-type: none"> • <u>Cllrs Grant/Middlemiss Report.</u> Cllr Grant forwarded her report to the meeting which was read out. The Council Tax levy for both district and county is likely to be significant along with the Police Crime and Fire figures. Attendance at a planning meeting regarding council properties in Hawthorn Ave had been undertaken and issues were addressed. Climate Change Working Group had been attended and progress was now being made. Concerns over Hunton Road Footpath funding had been made and the over hanging trees on Hunton Road had been forwarded to Area 1 Highways. 	
<p>Cllr Middlemiss updated the meeting with her report. There was no reply on any update on the walkabout although the car park in Hawthorn Ave had been cleaned. The tree in Meanne Road Car Park had been removed. At the GAP Partnership Mtg she was assured that 5G was safe for this area. Again, the matter of 2 signs in Curlew Cres and Grebe Ave was mentioned as both remain unrepaired (clerk & Cllr Paley had reported this when originally brought up). Cllr Middlemiss would now check with Richmond District Council (RDC) for an update. No signage update for Scotton Gardens which is urgently needed. Cllr Middlemiss would check for any updates. The new Campus at Catterick had been given the go ahead. Details of who was included in the area for NHS surgeries were being finalised but Catterick Village was confirmed as not being within the</p>	<p>Cllr Greensmith/ Clerk</p>
<p>campus but on its own. On 15th March 21 the Scrutiny External Committee at RDC have the Flood Risk Manager at NYCC addressing flooding & specific issues in the area. Oaktree Ave would be added to the list of issues by Cllr Middlemiss. (Issues with Grit bins would be covered below in Any Other Business).</p>	<p>Cllr Paley</p>
<ul style="list-style-type: none"> • <u>Website Update</u> 	

Minutes Update

Cllr Greensmith had arranged for Website Training to take place on 8th February for all Councilors'. Invites would be sent out this week for access to the training via zoom. Cllr Paley was unable to attend due to work commitments.

Cllr Greensmith

- **Grant Updates** Cllr Smith updated the meeting on the latest details of the grant applied for the Play Park in Mallard Road. Further information had been supplied and a much lower offer had been made from RDC. Cllr Smith would contact RDC again to see where and if the amounts could be increased nearer the amount applied for with the latest information on new grants now received.

The Clerk informed the meeting that no details had been received from the latest grant application and was concerned about the time limits imposed of 31 March 21 for completion, due to obtaining the item applied for and having it in place. The clerk had left a voicemail and sent an email to RDC regarding this. Cllr Greensmith was concerned that the grant approved for Hunton Road Stage 3 Footpath would not be done by end of March after various emails which may affect the funding. Further information was to be made regarding this important point.

Cllr Greensmith

- **Planning Applications.** A Planning Application: Decision No 19/00809/Full had been received and full planning permission granted for the Removal of the Sports Stadium Roof on Leyburn Road.

Cllr Smith

- **Correspondence Received.** There were lots of calls, emails and Facebook entries regarding the grit bins, locations of bins, lack of road gritting when the last snow fall happened. All emails had been answered and Highways at NYCC were informed regarding the roads and gritting. Only Stage 1 roads were priority and Hunton Road was Priority 2. Requests for grit bins to be refilled were made by both the clerk and other members

Cllr Smith

of the parish (see AOB below). Weeds on the roads in Scotton Gardens were reported to NYCC but had not been actioned. It was agreed the area looks very bad.

Clerk

- **Any Other Business.**

- The Bank Reconciliation for Jan 21 was reviewed and agreed. Cllr Smith/Greensmith would sign the original for the file.

Cllr Greensmith approved payment of 4 extra hours undertaken by the Clerk during the month of January 21.

The following payments via BACS had been approved:

BACs 13 & 14	Staff Salaries Jan 21 (2) (Previously Authorised)	£509.56
BACs 15	YCLA (Councillors Training x3) Inv 1228	£144.00
BACs 16	Callum Ferguson Inv 1 Concrete Base	£655.00
BACs 17	Callum Ferguson Inv 2 Play Park Repairs	£370.08
Bank Card	Zoom Meeting License	£14.39

Clerk

- **Business Plan Update/Amendments** Cllr Smith would look at any amendments with the clerk regarding finance figures later. It was discussed that this plan would be printed and distributed around the parish. Both email and other options were requested then discussed due to the large areas involved, costs. An update would be made next month.

- **Signs for Scotton Gardens.** No further information had been received regarding the new signs. Cllr Paley would email the departments to request an urgent update.

Clerk

- **Training Programme for 2021.** It was confirmed that 3 Councillors had attended online training with YLCA during January 21.

- **Allotment Tenancy Agreement/Annual Invoices.** The clerk updated the meeting on the Annual Allotment invoices. There was only 1 outstanding payment (which was now being made tomorrow). A few Tenancy Agreements had still to be returned but members had been prompted for the return of their signed agreements. The clerk and Cllr Paley would plan for the Risk Assessment/ review of the Allotments in March 21 during February 21 to allow the correct notice to tenants.

Cllr Paley

- **Cut Back Letters – Follow Up Action.** Cllr Greensmith updated the meeting on the

Larches. Both Cllr Greensmith and the clerk had been dealing with the daughter of the property in depth and this matter had been successfully sorted after confusion over paths and repairs not completed by paid contractors. Cllr Paley informed the meeting that after further correspondence it had been learnt that the area at Grebe Ave was reported not to be the responsibility of NYCC but Barrett Homes. In depth discussions were made on this regarding tree preservation orders, Land registry details and it was requested that a letter to Barret Homes be made to check this. The Chair confirmed that no amount of money was made to the Parish Council for the upkeep of this area as previously reported.

Clerk/Cllr Smith

Cllr Paley

- Police Report. The latest Police Report for Jan 21 was sent to all councilors before the meeting. No action was required to the report.
- Hawthorn Ave/Car Park Water Issue. Monitoring on the Soak Away and Car Park area had been undertaken by the Vice Chair and photos taken. It was discussed that laying a level of stones to the area would make the area look better. Cllr Smith would enquire to how this could be undertaken with stones laid properly in the area by experts.
- Trees Scotton Gardens. Cllr Paley informed the meeting that some trees had been trimmed but the outcome was unsatisfactory with branches still overhanging onto garages causing H&S issues with children climbing onto these which could result in falling through and damaging existing garages. Cllr Smith would send an email to Mr B Milburn to request more details and look for previous letters sent on this matter to update next meeting.
- Grit Bin Requests. Due to the amount of calls and correspondence on this matter it was agreed at the meeting that an updated list and/or map would be made of where the actual bins were situated throughout the parish. A walk around by Cllrs would be made in each area so discussions could be made for any bins to be moved. Although many requests had been made to have the bins refilled but to-date they had not been. Additional bins will cost the parish £50 per bin and a yearly cost of £75 per bin to refill. An update would be done at next month's meeting re the bins when locations had been confirmed.
- General Power Of Competance. The clerk had been requested to complete a return to YLCA. After discussion it was confirmed the clerk would update the council with our details as requested.
- Oaktree Ave Water Issues. In depth discussions took place regarding the continued water issues and Karen Gregory (the house owner next to the park attended the Meeting). Karen would ring the farmer of the field next to the fence as the developers say the ditch that has been made is on the wrong side of the fence. This matter would be updated at next meeting.

Clerk/Cllr Paley

Cllr Paley

Cllr Smith

Cllr Paley

- **Agenda Items for Next Meeting**
- Play Park – Update
- Website Training Update
- Cllrs Grant & Cllr Middlemiss reports
- Bank Reconciliations/BACS Payments Authorised
- Grant Updates
- Correspondence Received
- Planning Applications
- Scotton Gdns Signs
- Car Park Area - Stones
- Grebe Ave - Update
- Water Issues Oaktree Avenue
- Grit Bins - Update
- Allotment Risk Assessment – Update

Clerk

14. DATE OF NEXT MEETING

The next meeting would take place: 1 March 2021 at 7pm (using Zoom)

The meeting closed (online) at 21:46pm

Chairman signature:

1 February 2021

