

**Minutes of the Ordinary Meeting of Ampleforth Parish Council held in the
Village Hall on Thursday 6 December 2012 at 7.30pm**

Present: Cllr C Smith (Chairman), R Lane and T Pite.

Also Present: Two members of the public, Broadband Champion Ms S Shepherd and Ms V Ellis (Clerk).

1. Apologies

Apologies were received from Cllrs Raynar and Toynbee.

2. Code of Conduct and the Ethical Framework

There were no declarations under the code of conduct.

3. Minutes

The minutes of the Ordinary Meeting held on the 1 November 2012 were agreed and signed.

4. Public Participation

The planning application 12/00618/MFUL for the land east of Station Road was discussed and a statement read out, with a copy provided for the council. Objections as to its unsuitability for the village in size, design and infrastructure were given, and the result of the Parish Poll reiterated.

5. Reports

a) Chairman's Report. Cllrs Smith and Lane and about a dozen others attended a gathering organised by the CPRE to plant a tree and erect a plaque in memory of the late Mr J Farquhar on the Millennium Green. The Station Road water leak was discussed and the County Councillor would be copied into correspondence asking for boarding on the pavement covering possible ice. A streetlight out on St Hilda's Walk was reported. Footpath between Mill Farm and West End now impassable.

b) Broadband Champion's Report. Ms Shepherd told the council that Ampleforth had a 90% chance of highspeed broadband by the end of 2013. The group were maintaining a watching brief for now and in the light of that there was no longer a need for a standing agenda item. Ms Shepherd will report any developments to the council or the clerk and provide updates for the website.

6. Planning

This agenda item was brought forward.

a) The following planning applications were considered.

i) Application No: 12/00618/MFUL (Amended layout and amended designs)

Applicant: David Wilson Homes Yorkshire East Division (Mr Paul Butler)

Proposal: Erection of 7 no. five bedroom dwellings, 9 no. four bedroom dwellings, 6 no. three bedroom dwellings, 7 no. two bedroom dwellings and 1 no. one bedroom dwelling, associated garaging, parking and amenity space and formation of vehicular access.

Location: Land At OS Field No 4848 Station Road Ampleforth

Decision:

- The council reiterates its previous objections to the application
- The description does not match the houses described on the plans. It is inaccurate.
- There are concerns about the buffer which has been introduced - namely the possibility that members of the public will access it, dogs will be allowed in from gardens, it will be a nuisance to neighbours, the new trees will border existing properties and maintenance will need to be undertaken and paid for. Could the buffer be incorporated into the gardens but with covenants about no buildings or structures being placed on them?
- Affordable housing is congregated in one place
- The applicants state the houses are more sympathetic to the village and the council does not consider this is the case.

ii) Application No: NYM/2012/0756/FL Applicant: Mr S Read
Proposal: Proposed ground mounted solar photovoltaic panels
Location: South View Farm, West End, Ampleforth, York YO62 4DY
Decision: No objection. The panels will not be visible to neighbours from the road and they do not make any noise.

b) The following results were received.

i) Application No: NYM/2012/0517/FL Decision: Approval

Proposal: Re-instatement of door in front elevation.

Location: White Horse Cottage, West End, Ampleforth. **Applicant:** Ms K Lawford Davies

Note: The application was amended to remove replacement of 2no. ground floor windows

ii) Application No: 12/00945/FUL Decision: Approval

Proposal: Erection of groundsman's storage shed. **Location:** Ampleforth Abbey And College

Applicant: Ampleforth Abbey & College (Mr David Read)

7. Clerk's Report

Documents and Correspondence (circulated): YLCA White Rose Update Issue 3/12; Ryedale Safer Neighbourhood October statistics; NYMNPA Management Plan summary; NYCC Highways update on Station Road verge water; Mr Ian Waines, Youth Development Worker, North Yorkshire Youth.

Other:

- Bus service on Fridays. Following a complaint from a resident (letter circulated and email) to the parish council, NYCC and Stephenson's have agreed that a more suitable bus will be provided. Standard Low Floor buses cannot be used because of the nature of the route.
- NYCC Highways and RDC attended to East End on Sunday 25th and Monday 26 November following worries about the amount of water flowing across the road and to the pavement on the south side of the road.
- NYCC – stump left on verge near shop, should have been removed by the contractor and verge made good. NYCC have requested removal.
- NYMNPA. Copy of letter to Mr Read, Estate Office re proposed removal of 7 cypress conifers near South View. No objection.
- Barclays: Problems closing deposit account. Ongoing.
- New Homes Bonus Fund meeting (application for 2 bins, dog bin and noticeboard) was postponed on 27 November.
- Email from resident saying how well village was gritted.
- Copy letter from resident objecting to Station Road planning application.
- A discussion was held on articles in White Rose and an agenda item on the Act of Parliament about village greens and development was requested.

8. Litter and Love Where You Live campaign

- a)** A discussion was held about litter in Ampleforth. The council resolved to support Love Where You Live and to ask RDC for some of the free Love Where You Live signs and arrange for a litter clean-up day which could be publicised in the newsletter. RDC will provide equipment and advice. Cllr Pite would provide a list of litter hotspots to the clerk, liaise with various people on the problem of litter, in particular empty alcohol bottles and cans. The clerk advised that she had sought advice from the YLCA on picking up litter on the playing field and had been informed that the council or its volunteers should not be acting without a written agreement with the charity responsible for the playing field.
- b)** The council resolved to place Love Where You Live signs on the dog waste and litter bins and at the Millennium Green.
- c)** The council resolved in principle to employ a litter picker.

9. Speed limit for HGVs over 7.5 tonnes consultation

The council resolved to respond to the Department for Transport consultation as follows:

Ampleforth Parish Council is against an increase in the speed limit as the roads are not suitable for it.

10. Oswaldkirk and Ampleforth Educational Foundation Charity

The council resolved to defer appointing a representative until a copy of the governing document had been received. Cllr Pite informed the council that she had resigned from the charity.

11. Broken Noticeboard near the Millennium Green

The council resolved to ask NYCC to ask the owner of the noticeboard to repair the door so that it closes, and if this is not done promptly, to request that NYCC remove the noticeboard.

12. Cemetery Fees and Common Share Rents

- a) The council deferred agreeing cemetery fees for 2013-2014 until information on St Benedict's fees was received.
- b) The council resolved to have a policy of annually increasing the rent of Common Shares by the October Retail Price Index.
- c) The council agreed the rent for Common Shares for 2013-2014.

13. Millennium Green

- a) The council noted Governance and Accountability for Local Council's, points 1.38 to 1.49 (the council as trustee). (Internal Auditor letter 17 April 2012)
- b) The council reviewed the Risk Assessment Strategy. (Internal Auditor letter 17 April 2012)
- c) The council reviewed the Asset Register. (Reference External Auditor's comments about keeping assets independent of council)
- d) The problem of dog fouling on the Millennium Green was discussed.
 - RDC dog warden has said he will visit
 - New RDC signs about dog fouling will be erected
 - Dogs will still be allowed on the green but must be kept on leads. Signs to this effect will be ordered and erected.
- e) The council resolved to renew Mr R Wedgwood's grass cutting contract for the Millennium Green for 2013-2014 at a cost of £100 per cut.
- f) The council resolved to renew Mr R Wedgwood's contract for maintenance of the Millennium Green (hedge cutting, spraying, ditch, spraying/pruning etc) for 2013-2014 at a cost of £18/per hour (approx. 10 hours)

14. Churchyard

The council discussed the current arrangements for grass cutting and risk management in respect of the lack of any legal agreement with RDC which is responsible for the maintenance of the churchyard. (Internal Audit letter and YLCA verbal advice received December 2012). The council noted that the clerk has made various requests for a written agreement since May 2012, and a verbal one at a RDC Parish Liaison meeting.

15. Standing Orders

- a) The council resolved to adopt a new Standing Order (as drafted by the YLCA below) which will, for example, enable all councillors who own a property in the parish to vote on setting the precept as under the Localism Act 2011 they have a Disclosable Pecuniary Interest.

"Where a council member wishes to apply for a dispensation in any matter, he/she will do so on the form specifically provided by the council for the purpose. The completed form must be sent to the Clerk and be in his/her possession within three clear days of the council meeting at which the dispensation will be considered. Upon receipt of the application the clerk will ensure that an acknowledgement is sent to the councillor. In this standing order reference to 'clear days' does not include the day on which the request is submitted, the day of the meeting, Sundays or Bank Holidays."
- b) The council resolved to adopt the YLCA model form 'Application for a Dispensation'.

16. Precept Setting

The council were informed that no information was available on a council tax freeze for local councils or the possible change to the precept base. Parish councils had been advised by the YLCA to delay setting a precept.

17. Audit

- a) The council considered if it had acted on all the recommendations and comments of the External Auditor and agreed it had.
- b) The council resolved that the Audit Plan is adequate for the council's needs.
- c) The council agreed the terms of reference for the Internal Auditor.
- d) The council reviewed the effectiveness of Internal Audit and agreed it was effective in that it highlighted areas of governance and management of risk which needed to be addressed by the council and suggested how this be done.

18. Staff matters

- a) Cemetery: The council resolved that the clerk could work up to 12 additional hours, to be paid from reserves, to check the cemetery records and fees paid in light of the 2 most recent queries that referred to the burial of cremated remains and the erection of a headstone, and to update the cemetery policies and procedures.
- b) Archiving: The council resolved that the clerk could work up to 12 additional hours, to be paid from reserves, to sort and list the parish council documents to be archived, with final council agreement, at NYCC at Northallerton.

19. Finance

- a) The council resolved to renew the Mr J Dawson's contract for cutting the cemetery grass for 2013-2014 at a cost of £54/month in the grass cutting season.
- b) The council resolved to renew Mr R Wedgwood's contract for cutting the village grass for 2013-2014 at a cost of £2,200.
- c) The council resolved to renew Mr R Wedgwood's contract for winter maintenance and gritting for 2013-2014 at a cost of £18/hour (approx. 3 hrs per time).
- d) The council received a bank reconciliation and a budget update to the 31 October 2012.
- e) The council agreed the following payments and the cheques were signed by the one signatory present, Cllr Lane, it was agreed that Cllr Raynar would sign the cheques following the meeting.

100912	Ryedale Printing	Ink	39.06
100913	Vision	Website 1 yr	216.00
100914	DMD Contracting	Millennium Green Path	950.00
100915	NYCC	Salt	180.00
100916	V Ellis	Nov Salary + Expenses	521.51
		TOTAL	£1,906.57

Chairman

Date