

## **Minutes of the Ordinary Meeting of Ampleforth Parish Council held in the Village Hall on Thursday 7 February 2013 at 7.30pm**

**Present:** Councillor C Smith (Chairman), R Lane, T Pite and F Toynbee.

**Also Present:** Three members of the public and Ms V Ellis (Clerk).

### **1. Apologies**

Apologies were received and approved from Councillor Raynar.

### **2. Code of Conduct and the Ethical Framework**

Councillor Pite declared a non-pecuniary interest in St Hilda's Churchyard.

### **3. Minutes**

The minutes of the Ordinary Meeting held on the 10<sup>th</sup> January 2013 were agreed and signed.

### **4. Public Participation**

The following items were raised:

- Service bus provision
- Attendance by a parish council representative at the RDC Planning Committee for the decision on the planning application for the land east of Station Road 2012/00618/MFUL.

### **5. Bolton House**

This agenda item was brought forward.

Mr D Read, of Ampleforth Abbey and College, showed drawings of, and talked to the council about, the plans for the refurbishment of Bolton House.

### **6. Reports for information only**

**a)** Chairman's Report.

**b)** Clerk's Report.

#### **Documents and Correspondence (circulated)**

- Copy of letter written by a resident to David Wilson Homes.
- YLCA/Ampleforth Parish Council correspondence, E-bulletin and White Rose Update Jan 2013.
- NYMNPA – Community Forum – 'social media' topic – October 2013.
- NYMNPA Guidance note on Planning Policies for Residential and Holiday Change of Use Proposals.
- Ryedale Safer Neighbourhood statistics.

#### **Other information**

- Email/thanks from resident about smaller bus in use on the route to Helmsley during the daytime.
- NYCC Highways - Station Road verge water – winter work and 'new' potholes will take priority.
- NYCC - footpath between Mill Farm and West End – update from ranger awaited.
- NYCC – broken noticeboard. Permission to erect it may have been given to unknown owner before area offices were re-organised. Will not remove for free or take the financial risk of a complaint.
- RDC CIF Grant awarded 9<sup>th</sup> Jan - 2 bins, dog bin and towards purchase of noticeboard. Written confirmation awaited as purchase via RDC cannot go ahead without. Not received as of 2<sup>nd</sup> Feb.
- RDC - parish councillor registers of interest forms on RDC website – no progress.
- RDC - agreement with Parish Council about cutting St Hilda's Churchyard grass – no progress. To be raised at YLCA meeting on 5<sup>th</sup> February with Gary Housden of RDC.
- RDC - East End Garage, RDC and the developer are negotiating the S106 for the development.
- RDC - progress of Station Road development application 12/00618/MFUL. No information.
- RDC Litter signs meeting to be arranged in spring-John Brown (RDC), Councillor Pite and the Clerk.

- Oswaldkirk and Ampleforth Educational Foundation Charity - Governing Document requested.
- AONB Log seat application – locations to be chosen in the spring.
- APC Website working group. First meeting held and first RDC training session arranged.
- Millennium Green signs 'dogs must be on leads' ordered. Existing signs renewed.
- Change this agenda item to 'Exchange of information and items for next agenda'.
- Bank reconciliation and budget update to 31/12/12 were on the January agenda.
- Clerk attended free training at Ryedale Voluntary Action on funding applications & RDC schemes.
- A discussion was held about the clerk compiling a statement for RDC Planning Committee based on the council's written responses.

## 7. Planning

### a) The council considered the following planning application.

**Application No:** 13/00038/HOUSE **Applicant:** Mr David Read, Ampleforth Abbey & College

**Proposal:** Erection of two storey extension to side elevation

**Location:** Abbeydale, East Lane, Ampleforth College, York, YO62 4HE

**Decision:** No objection.

### b) The council received the following result.

**Application No:** 12/00761/HOUSE (amendment) **Applicant:** Mr and Mrs Jones

**Proposal:** Erection of single storey detached home office building within the domestic curtilage

**Location:** Spring Cottage, Main Street, Ampleforth, York YO62 4DA

**Decision:** No objection.

## 8. Ryedale Plan: Local Plan Strategy

The council resolved not to respond to the consultation on Proposed Further Changes (Main Modifications).

## 9. St Hilda's Churchyard

a) The council noted advice from the Internal Auditor in 2012 and the YLCA.

b) The council received a verbal report on the YLCA Meeting on the 5<sup>th</sup> February.

c) The council resolved to write to Mr P Cresswell, S151 Officer, Ryedale District Council (copy to District Councillor J Bailey) to request:

- i) that the liability arrangements, first raised by the clerk by email in May 2012, are sorted out promptly, in time for the start of the 2013 grass cutting season, so that Ampleforth Parish Council can appoint a contractor if it wishes. To include Parochial Church Councils in the legal cover (emailed RDC 31/1/13).
- ii) a grant towards the cost of grass cutting in 2013 as it is RDC's responsibility but has been undertaken by the Parish Council for many years.

### d) RDC Special Expenses possibly in 2014-2015

The council resolved to write to Mr P Cresswell, S151 Officer, RDC (copy to District Councillor J Bailey) to ask:

- i) is RDC making arrangements to inform council taxpayers in Ampleforth Parish about the Special Expenses levy and how much they may pay, in advance of the council tax bills being sent out?
- ii) how will RDC show Ampleforth council taxpayers how the money raised by the Special Expenses levy has been spent on St Hilda's Churchyard each year?
- iii) will RDC consider giving an annual grant to Ampleforth Parish Council for cutting the grass, perhaps by setting up a system similar to that operated by NYCC for parish and town councils who cut their verges?

### e) Grass cutting – contract or grant to Parochial Church Council

The council resolved to contract with Mr J Dawson for fortnightly cutting of the churchyard at a cost of £108/time, subject to an agreement between Ampleforth Parish Council and RDC about liability.

#### 10. Meeting dates 2013-2014

The council agreed the timetable for meetings for 2013-2014 and will not have a meeting in August 2013 unless necessary.

#### 11. Litter

The council resolved to advertise for a contractor to pick up litter and inspect the Millennium Green.

#### 12. Newsletter

The council agreed the draft content of the newsletter.

#### 13. Training

- a) The council agreed the clerk could attend the SLCC conference on the 13<sup>th</sup> July 2013 at Harrogate.
- b) The council agreed the clerk could attend the YLCA conference on 15<sup>th</sup> and 16 November 2013.
- c) The council agreed the clerk could apply for a training bursary, one course/event per financial year.

#### 14. Audit

- a) The council considered the letter from the Internal Auditor in 2012 and agreed it had acted on his recommendations.
- b) Review of effectiveness of internal controls: The council agreed that it receives adequate and regular financial information from the Responsible Financial Officer to keep it sufficiently updated, and that said information includes the regular monitoring of payments and receipts against the budget.
- c) The council reviewed the terms of reference and scope of Councillors' Audit and did not make any changes.
- d) The council reviewed the work and effectiveness of Councillors' Audit and noted that Councillors' Audit for Quarters 2 and 3 had been postponed due to illness and bad weather.

#### 15. Finance

- a) Grant: The council resolved to give a grant of £500 to Ampleforth Millennium Sports Field Charity.
- b) The council resolved to donate a flower arrangement to St Hilda's Church for the Flower Weekend during 29<sup>th</sup> and 30<sup>th</sup> June 2013 made up from flowers from councillors' gardens.
- c) Cemetery: The council resolved to accept an estimate of £350 for replacing the cemetery fieldgate and posts to be paid from the 2013-2014 budget.
- d) The council agreed the following payments and the cheques were signed.

100919	RDC	Parish Poll	£6.00
100920	G Thompson	Millennium Green Dog Signs & Water trough	£40.00
100921	V Ellis	Salary and Expenses	£547.26
100922	R Wedgwood	Snow Ploughing	£318.00
		<b>TOTAL</b>	<b>£911.26</b>

**Chairman**

**Date**