

**Agenda for an Ordinary Meeting of Ampleforth Parish Council to be held in the
Village Hall on Thursday 7th February 2013 at 7.30pm**

1. Apologies

To receive apologies and to approve reasons for absence.

2. Code of Conduct and the Ethical Framework

To receive any declarations under the code of conduct and the ethical framework.

3. Minutes

To agree and sign the minutes of the Ordinary Meeting held on the 10th January 2012.

4. Public Participation

To allow members of the public to make representations, answer questions and give evidence in respect of any item of business on the agenda.

5. 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 9th 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 2nd 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 5th 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.
- Consider changing 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.

6. Planning

a) To consider 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

b) To receive 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:** Approval.

7. Bolton House

To receive information from Mr D Read, Ampleforth Abbey and College, about the plans for the refurbishment of Bolton House.

8. Ryedale Plan: Local Plan Strategy

To consider the consultation on Proposed Further Changes (Main Modifications).

9. St Hilda's Churchyard

- a) To note advice from the Internal Auditor in 2012 and the YLCA.
- b) To receive a verbal report on the YLCA Meeting on the 5th February. 2013.
- c) To consider writing to Miss J Waggott, Chief Executive, 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. Add that Parochial Church Councils are included 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**
To consider writing to Miss J Waggott, Chief Executive, RDC (copy to District Councillor J Bailey) to ask, for example:
 - 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 consider whether to award the contract for grass cutting for 2013-2014 subject to an agreement with RDC about liability **or** to give a grant using s137 of the LGA 1972 to the Parochial Church Council for grass cutting to an agreed standard and subject to the legal liability cover being arranged with RDC (under s137 Local Govt. Act 1972)

10. Meeting dates 2013-2014

To consider the draft timetable for meetings for 2013-2014.

11. Litter

To consider advertising for a contractor to pick up litter and to discuss the requirements.

12. Newsletter

To consider the content of the newsletter.

13. Training

- a) To consider attendance by the clerk and any councillors at the SLCC conference on the 13th July 2013 at Harrogate.
- b) To consider attendance by the clerk and any councillors at the YLCA conference on 15th and 16 November 2013.
- c) To agree to the clerk applying for a training bursary, one course/event per financial year.

14. Audit

- a) To consider if the council has acted on the recommendations of the Internal Auditor.
- b) Review of effectiveness of internal controls: To consider if the council receives adequate and regular financial information from the Responsible Financial Officer to keep it sufficiently updated, and if said information includes the regular monitoring of payments and receipts against the budget.
- c) To review the terms of reference and scope of Councillors' Audit.
- d) To review the work and effectiveness of Councillors' Audit.

15. Finance

- a) Grant: To consider an application from the Ampleforth Millennium Sports Field Charity.
- b) Grant/Donation: To consider donating a flower arrangement to St Hilda's Church for the Flower Weekend during 29th and 30th June 2013 (use s137 Local Govt. Act 1972).
- c) Cemetery: To consider a quotation for replacing the fieldgate (2013-2014 budget).
- d) To agree payments and to sign cheques.