

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

Present: Councillors M Raynar (Chairman), R Lane, T Pite, C Smith, and F Toynbee.

Also Present: County Councillor Clare Wood and Ms V Ellis (Clerk).

1. Apologies

None.

2. Code of Conduct and the Ethical Framework

Councillor Pite declared a pecuniary interest as she owns and lives in the house next door to Fossil House, Agenda Item 7 a) ii planning application.

3. Minutes

The minutes of the Ordinary Meeting held on the 7 February 2013 were agreed and signed.

4. Public Participation

County Councillor C Wood spoke about her recent work, the budgets for roads and pothole repairs, and her role as chairman of the AONB Committee.

5. Exchange of information and items for next agenda

Documents Circulated

- APC - Newsletter March 2013 published.
- APC – lawn treatment email re verges in village.
- Ryedale Safer Neighbourhood statistics - January 2013.
- Oswaldkirk and Ampleforth Educational Foundation Charity - Governing Document.
- RDC/YLCA Number of Councillors and Community Governance Review Report.
- Foston Parish Council – information about their Community Governance Review.
- NY&York Forum – Rough Sleeping and Streetlink contact.

Other information

- Apologies received from District Councillor J Bailey.
- Letter received from resident about refusal of their planning application. Letter will be circulated for the next meeting.
- APC – Annual Parish Meeting to be arranged.
- APC - Website working group. 1st training session 18th Feb 2013 attended by Jon and Sue Shepherd and the clerk. Website name will be <http://www.ampleforth.ryedaleconnect.org.uk>.
- APC - Millennium Green signs 'dogs must be on leads' will be up soon.
- APC – emails about Station Rd planning application - parish council statement, traffic surveys, affordable housing and corncrakes.
- RDC - CIF Grant £1229 awarded to APC on 9th Jan - 2 bins, dog bin and towards purchase of noticeboard. APC Bins ordered. Noticeboard research underway by clerk.
- RDC - parish councillor registers of interest forms on RDC website – not done yet.
- RDC - East End Garage, RDC and the developer are negotiating the S106 for the development. Decision notice requested by clerk, not received. Tree consents checked in light of felling on site. Trees behind surgery must stay.
- RDC - Litter signs meeting to be arranged -John Brown(RDC), Cllr Pite and the Clerk.
- RDC – email from APC re large dead tree in churchyard – RDC will report before meeting – no report received.
- NYCC - steps outside Village Shop and steps outside Central House are not on the highway and are not maintainable by NYCC.
- NYCC - Station Road verge water – installed a filter drain in the verge and out falled it into the live drain in the road. Also cleaned gullies on West End of leaves.
- NYCC - footpath between Mill Farm and West End – update from ranger awaited.
- AONB - Log seat application - locations to be chosen in the spring.
- Barclays – APC Deposit Account mandate changed 27 Feb 2013.
- PCSO Tracy Brown is now working in the Malton area.
- The clerk was asked to find out if the sycamore tree south of St Benedict's Churchyard was on the NYCC verge, to report potholes at Watergate Farm and water at East End coming from the field near the water trough onto the road.

6. Planning

a) The council considered the following planning applications.

i) Application No 13/00178/73A Applicant Mr D Chase

Proposal Variation of condition 02 of approval 08/00711/FUL to state in part (i) "have been constructed in accordance with the submitted drawing - 1:500 plan Rev B 17/12/12" - replacement of 1:500 plan Rev A 17-08-08 to allow amendment of the curtilages of the two dwellings.

Location The Ark Main Street Ampleforth Helmsley YO62 4DU.

Decision No objection

ii) Application No NYM/2013/0105/FL Applicants Mr & Mrs Sullivan

Proposal Construction of single storey extension and 3 no. dormer windows to rear, conversion of domestic outbuilding to form additional bedroom together with formation of patio and construction of retaining walls.

Location Fossil House, West End, Ampleforth YO62 4DS.

Decision No objection

b) The council received the following results.

i) Application No 12/00618/MFUL Applicant David Wilson Homes Ltd

Application Site Land At OS Field No 4848 Station Road Ampleforth Helmsley

Proposal Erection of 6no. five bedroom detached dwellings, 3no. four bedroom detached dwellings, 8no. four bedroom semi-detached dwellings, 2no. three bedroom detached dwellings, 3no. three bedroom terraced dwellings and 8no. two bedroom dwellings and associated garaging, parking and amenity space and formation of vehicular access

Decision In accordance with the condition of the terms of reference of the Planning Committee, this item was deferred at the request of the Head of Planning and Housing for a 'cooling off' period following refusal contrary to the officers recommendation. The matter now stands referred to the next meeting on 12th March.

ii) Application No: 12/01231/HOUSE Applicant: Mr and Mrs Thompson

Proposal: Erection of single storey extension to the rear.

Location: Stone House Main Street Ampleforth YO62 4DA **Decision: Refusal**

iii) Application No: 12/01240/HOUSE Applicants: Mr D Thompson & Miss S Peckitt

Proposal: Installation of 1no. dormer with 2no. windows to the rear, 1no. dormer with 2no. windows to the front and 1no. window to the gable end.

Location: 18 Fairfax Close Ampleforth Helmsley YO62 4DW **Decision: Refusal**

iv) Application No 12/01215/FUL Applicant: Ampleforth Abbey & College

Proposal: Erection of a general purpose storage shed (Use Class B8)

Location: Scott Farm East Lane Ampleforth Helmsley YO62 4HE **Decision: Approval**

b) RDC Planning Committee on the 12th March 2013 Application No 12/00618/MFUL

i) The council agreed that Councillors Raynar and Pite would compile a statement for the planning committee.

ii) The council appointed Councillor Pite to read the statement on behalf of the council at the planning committee.

7. Community Governance Review

The council noted that petition slips are on the March 2013 newsletter and that by kind permission voting boxes and petitions have been placed in the Village Shop and Ample Hamper and that the petition has been emailed to Ampleforth College.

8. Churchyard

a) The council could not consider the arrangement with RDC about liability cover for cutting the grass as it had not been received.

b) The council noted the negative response from Mr P Cresswell, RDC, following the council's request for a grant for cutting the churchyard grass.

- c) The council noted that Special Expenses have not been introduced for 2013-2014 by RDC (26 February 2013, RDC Full Council budget meeting).

9. Police and Crime Plan Consultation

The council decided not to respond to the consultation from the Police & Crime Commissioner.

10. Common Shares

- a) The council noted that the clerk was informed by Kitching Walker Solicitors in February of the death of Mrs Todd, tenant of Common Shares 2 and 3, in November and resolved to seek professional advice.
- b) The council agreed that a request from Kitching Walker Solicitors to transfer Common Shares 2 and 3 to a member of the late Mrs Todd's family be referred to a solicitor.
- c) The council noted that notice has to be given of rent increases to the tenants of agricultural shares and agreed that the council's advisors look at the rents and tenancies for all the Common Share tenancies.

11. NYCC Archive and Ampleforth Parish Council records

- a) The council resolved to accept the terms and conditions of NYCC Archive.
- b) The council resolved to archive documents at NYCC as per the attached list. Endnote¹
- c) The council noted that the clerk has not found any Ampleforth Parish Council title deeds when sorting out documents for archiving except 'Mrs D Wallinger - Abstract of Title 1959' (copy for archive).

12. Deeds and Land Registry

The council resolved to seek legal and other assistance to check if the Common Shares and the Cemetery are registered with the Land Registry and to instruct a solicitor to assist with their registration if necessary.

13. Finance

- a) The council resolved to accept a quotation of £15 for removing the broken sports noticeboard.
- b) The council agreed to pay £10,000 of the Barclays current account funds into the HSBC current account in advance of closing the Barclays current account.
- c) The council resolved to issue a post-dated cheque (21 March) so that the clerk's March salary is paid within the current financial year.
- d) The council received a bank reconciliation and a budget update to 31 January 2013.
- e) The council agreed the following payments and the cheques were signed.

100923	Paul Gamble	Dogs Signs Mill. Green	£30.00
100924	Ryedale Group	Newsletters & copying	£199.72
100925	Amp. Mill. Sports Field Charity	Grant	£500.00
100926	V Elis	Feb Salary + Exp (+12hrs archive)	£662.78
100927	V Ellis	March Salary + Exp (+ 12 hrs cemetery)	£644.83
100928	Ampleforth Parish Council	APC HSBC Current Account	£10,000.00
100929	Gerard Thompson	Cemetery Hedge, old sign	£110.00
		TOTAL	£12,147.33

Chairman

Date

Documents for North Yorkshire County Council Archives

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File/Document Name	Document Date (s)	Details	Copy in filing cabinet
Churchyard (NB: includes cemetery)	03/12/05	National Girobank Current Account and Deposit Accounts opened - letter	
Churchyard	29/04/01	Letter to YLCA and a reply	
Churchyard	26/10/04	Churchyard and cemetery - monuments inspection	yes
Churchyard	18/11/04	Correspondence re help with memorial maintenance costs	
Churchyard	14/09/01	Churchyard memorials inspection report	
Churchyard	20/06/01	Letter re no payment of burial fees	
Churchyard	04/07/58	Letter from RDC re sale of churchyard and invoice	yes - letter
Churchyard	11/08/04	permission from relative for removal of small tree planted in cemetery	
Churchyard	25/11/10	Churchyard monument works estimate 2010	
Churchyard	05/12/01	Letter to APC about unstable churchyard memorials	
Churchyard	07/06/12	RDC Closed Churchyard Consultation - APC response	
Churchyard	27/07/04	Guidelines letter to undertaker about procedures	
Churchyard	31/07/85	Notice of Order in Council for 18 Sept 1985 to close St Hilda's Churchyard and associated correspondence between relevant authorities, and Closure Order (13 letters, guidance and maps)	
Churchyard	21/01/86	Letter from Ryedale District Council to APC accepting notice to District Council about closure of St Hilda's Churchyard	yes
Churchyard	28/07/95	3 letters re Beechwood Cottage opp. Cemetery field re boundary and the bank being cut without permission and copy of deeds which were enclosed showing boundaries of properties on this lane ref the cemetery.	1 letter and plan of proposed house
Churchyard	19/09/59	Mrs D Wallinger Abstract of Title - copy archived	original kept
Correspondence	1990	Correspondence about spot listing South View Farm (9)	
Correspondence	1980s	With RDC re drainage, public health matters, sports contacts, byelaw straw & stubble burning, off-road motor cycling, byelaws	
speed limits and Wass Bends	1970s to 1990s	Speed limits campaigns 1970s to 2000, Wass Bends 1980s	
Correspondence	1980s to 1990s	School Governor appointments	
Correspondence	1980s to 1990	Tip at Common Share Quarry opp. Beacon Farm	
Correspondence	1981	NYCC re stoppng up Tom Smith's Cross	
Tree & Hedgerow notices	2000s, 2010s	Ryedale District Council and North York Moors National Park Authority	
Traffic Calming	1990s, 2000s	NYCC, residents correspondence, parish council	
Correspondence	1080s to 2012	United Charities correspondence and reports from council representatives	
Correspondence	1980s	workshop units programme	
Correspondence	1995 (3), 2012 (3)	Ryedale Village Nature Trails Competition Runners Up Certificate and part of leaflet	
Correspondence	1980s, 2006, 2007, 2012	Planning - 1980s x 3, 2012 x 3, letter 2007 re NYMNP Article 4 Direction confirmed December 2006, with RDC 2006x5	
Correspondence	1980s to 1990s	Village Hall accounts and access road correspondence with NYCC re repairs	

File/Document Name	Document Date (s)	Details	Copy in filing cabinet
Correspondence 2	various	Playing Field letters, bins, fund raising, Ampleforth United Charities Governing Document, hedge ownership Geldgate correspondence, footpath correspondence, newspaper cuttings - Millennium Green x 2, Booklet Ampleforth Then and Now, NYCC speed limit correspondence, etc.	
Correspondence 2 - planning matters	2009, 2010	Planning/housing letters x 2 - 2009, Design Statement Steering Groups & Conservation Area Leaflet, Conservation Area Assessment and Management Plan SPD 2008, bundle of Conservation Area correspondence 1978, Conservation Area map, LDF sites consultation 2009, APC publications - 1 newsletter, undated, 2006 Annual Report, Sept 06, April 2010, May 2011, Annual Report 2011, Newsletter March 2012, Annual Report and 2 Surveys Aug 2012	Cons Area Plan 2008
Exception Site Planning App	2008, 2009	File - Exception Site opposition, parish poll attempt, standards committee complaint dismissed	
Emergency	1986, 1994, 1995	Ampleforth Community Emergency Plans 1986, 1995, Civil Protection Booklet 1986, Rural Services Survey 1994 Ampleforth	
Book - Parish Councillors Declarations on Acceptance of Office	December 1894 to 14 May 2007	Signed declarations of acceptance of office	
Records Book	2 Feb 1978 to 22 Dec 08	Hand-written record of planning applications and decisions	
Receipts and Payments Book	July 2005 to July 2006	Accounts Book plus loose sheets	
Parish Council - Blue card file	1996 to 1967 and other years	Correspondence 1996 and 1967, 1941 re Back Lane military requisition of land on Back Lane, 1962 and 1965 letters re Back Lane,	
Ampleforth United Charities Governing Doc	Maps	Ampleforth United Charities Governing Document	
Maps	part 1910, 1911, 1912,	4 single maps	
2 Maps booklets	1965	Definitive Maps - Parish of Ampleforth & of Oswaldkirk.	
Minutes Book	Feb 1996 to Dec 2011	1 Minutes Book	Copy kept – in 2 parts
Streetlights	various	letters, maps, bills,	
Insurance Booklet Footpath Birdforth Way	1964 2011	Documents supporting claim for public right of way	