

## **Agenda for an Ordinary Meeting of Ampleforth Parish Council to be held in the Village Hall on Thursday 7<sup>th</sup> March 2013 at 7.30pm**

### **1. Apologies**

To receive apologies for absence.

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

To receive any declarations under the code of conduct.

### **3. Minutes**

To agree and sign the minutes of the Ordinary Meeting held on the 7 February 2013.

### **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. Exchange of information and items for next agenda**

To include the Chairman's Report and the clerk's report

#### **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**

- APC – Annual Parish Meeting to be arranged.
- APC - Website working group. 1st training session 18<sup>th</sup> 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 app, parish council statement, traffic surveys, affordable housing and corncrakes.
- RDC - CIF Grant £1229 awarded to APC on 9<sup>th</sup> 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.
- RDC - Litter signs meeting to be arranged in spring-John Brown(RDC), Cllr Pite and the Clerk.
- RDC – email from APC re large dead tree in churchyard – RDC will report before meeting.
- 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.

### **6. Planning**

#### **a) To consider 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.

##### **ii) Application No NYM/2013/0105/FL      Applicants Mr & Mrs Scillivan**

**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.

**b) To receive 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 12<sup>th</sup> 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**

**c) RDC Planning Committee on the 12<sup>th</sup> March 2013 Application No 12/00618/MFUL**

- i) To agree a statement for the committee or to delegate to 2 councillors or the clerk its composition.
- ii) To appoint a representative to read the statement on behalf of the council

**7. Community Governance Review**

To note 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) To consider the agreement with RDC about liability cover for cutting the grass. (not received as of 1 March 2013)
- b) To note the response from Mr P Cresswell, RDC, following the council's request for a grant for cutting the churchyard grass and other matters.
- c) To note that Special Expenses have not been introduced for 2013-2014 by RDC (26 Feb Full Council budget meeting)

**9. Police and Crime Plan Consultation**

To consider a response to the consultation from the Police & Crime Commissioner.

**10. Common Shares 2 and 3**

- a) To note 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 to consider further action.
- b) To consider a request from Kitching Walker Solicitors to transfer Common Shares 2 and 3 to a member of the late Mrs Todd's family. Details requested by clerk from Kitching Walker.
- c) To note that notice has to be given of rent increases to the tenants of agricultural shares and to consider if the council would like the council's advisors to look into a rent increase for the agricultural tenancy/tenancies held by the Todd family.

## 11. NYCC Archive and Ampleforth Parish Council records

- a) To agree to accept the terms and conditions of NYCC Archive.
- b) To consider archiving documents at NYCC as per the attached list. Endnote<sup>i</sup>
- c) To note 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

To consider taking legal 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) To consider an estimate for removing the broken noticeboard.
- b) To consider paying most of the Barclays current account funds into the HSBC current account in advance of closing the current account at Barclays.
- c) To consider issuing a post-dated cheque (21 March) so that the clerk's March salary is paid within the current financial year.
- d) To receive a bank reconciliation and a budget update to 31 January 2013.
- e) To agree payments and to sign cheques.

**Clerk**

**Date**

i

File/Document Name	Document Date (s)	Details	Copy kept 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 NYMNPA Article 4 Direction confirmed December 2006, with RDC 2006x5	
Correspondence	1980s to 1990s	Village Hall accounts and access road correspondence with NYCC re repairs	
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	
	part 1910, 1911, 1912,	4 single maps	
2 Maps booklets	1965	Definitive Maps - Parish of Ampleforth & of Oswaldkirk.	
Minutes Book	<b>DATES tbc</b>	1 minutes book	Being copied
Streetlights	various	letters, maps, bills,	
Insurance Booklet	1964		

---

Footpath Birdforth Way	2011	Documents supporting claim for public right of way	
---------------------------	------	--	--