

Thorpe on the Hill Parish Council

Minutes of the meeting held 04 September 2024 at 19:00 at The Oliver Roper Village Hall

24.09.01 Councillor Bindley chaired and welcomed everyone to the meeting and reminded everyone of the Standing Orders relating to the public time.

24.09.02 Public time

i. A member of the public raised questions regarding the section on the Clerk's report regarding the positioning of the fence between the playground and the adjoining property and submitted a site layout plan. The query was regarding the ownership of the fence and the member of the public stated that it was their fence on their land.

The Chair directed that a written response be provided to this query.

ii. A member of the public raised concerns regarding the proposed relocation of the playground gate and produced a petition signed by neighbouring residents stating that the proposed position would be on a blind corner from the perspective of vehicles driving out of West Field Lane and could lead to impaired vision of any child running out onto West Field Lane from the park.

The Chair advised that the item was on the agenda to be discussed in the meeting and that the resident's concerns would be taken into consideration.

iii. A member of the public raised concerns regarding photos being taken of their property by a member of the Parish Council. The member of the public was assured that any photographs taken by the Parish Council were of the Parish Council fencing.

iv. A member of the public raised concerns regarding the cost of the village hall renovations.

The Chair advised that this was being addressed in the further correspondence section of the meeting.

v. A member of the public asked the Parish Council how many accidents have occurred whilst the playground gate has been in its current location.

The Chair responded that there had been no accidents.

vi. A member of the public raised concerns about the lack of recent information from the District and County Councils regarding the proposed solar farm.

The District and County Councillors present advised that everything was very quiet at the moment and that comments cannot be made about applications that have yet to be received.

The member of the public asked if the Parish Council would be mindful of the lack of information currently available from the District and Council Councils and stressed that the proposal ought to be a regular feature of any newsletters.

vii. A member of the public reported the overgrown hedges/trees on Station Road making it difficult for pedestrians to stick to the pavements and asked if traffic calming measures could also be considered.

Action Parish Clerk

24.09.03 District/County Council Updates

County Councillor Briggs advised that he had received correspondence regarding vehicles causing difficulties whilst parked on Fosse Lane on the corner near the Church and the garage but unfortunately, as the vehicles were parked legally, there was nothing the County Council could do to alleviate the issue. He added that he would take another look at the problem during office hours.

Councillor Briggs also advised that he had received a request from a resident asking that the 30mph speed limit on Fosse Lane be extended but had been advised that data results have shown that the reduction is not necessary.

District Councillor Elliot advised that the new bus schedules have been released but were not clear and that he had raised a query regarding this.

District Councillor Overton asked the Parish Council if they had received any complaints regarding the Lost Village Festival and was advised that no complaints had been received.

Formal Session Commenced at 19:30

24.09.04 Parish Council – Members, present, apologies for absence, declarations of interest, declarations of gifts/hospitality, training.

1. Membership: Cllrs Mark Bindley (Chair), Jason Bramford, Zoe Ives, Nick Lyons (Vice Chair), Charlotte Owen, Bob Sheldon MBE, Neville Williams.

2. Present: 1.Councillors (Cllrs) Mark Bindley, Jason Bramford, Zoe Ives, Nick Lyons, Charlotte Owen, Bob Sheldon MBE. Kerrie Vickers (parish clerk)

3. Apologies: Councillor Williams

4. Declaration of interest: none

5. Declaration of gifts and hospitality over £25: None

24.09.05 - The minutes of the Parish Council meeting held 10 July 2024 were unanimously agreed as a true record by the members and signed by the Chair.

24.09.06 - To consider whether the Council will move any items on the agenda to the closed session in accordance with the Public Bodies (Admission to Meetings) Act 1960 as per Standing Order 7h.

No items were proposed, and it was resolved to discuss all items in the open session.

24.09.07 Financial matters – The previously circulated items of payment and income were authorised and noted. Appendix A

24.09.08 Budget Position - The financial report for this financial year to date was noted with no queries. Appendix B.

24.09.09 – The quarterly internal finance report was noted and available to view on the website here.

24.09.10. – The Clerk advised that she had received notification about an error on form Section 2 Box 9 of the AGAR where a figure had been transposed. This has now been rectified and the form signed and available to view on the website here.

24.09.11 . Discuss and review the Parish Clerk report on ongoing/outstanding actions. Appendix C

24.09.12 . Hall Bookings. Following the renovations, the Clerk has asked the Parish Council for additional guidance on the hall bookings and the following points were agreed.

i. The Oliver Roper Village Hall exists for community benefit

ii.The Parish Council expects that, charges for hall will be set at a level to at least ensure that the hall does not run at a loss and require a subsidy from the precept.

iii. The charge for ‘all others’ will be raised to £15 per hour for all new bookings.

vi.The listed criteria for deciding whether a booking should be accepted were agreed as presented.

v. In general, all bookings will be accepted unless the Clerk identifies a reason to refuse them, using the balance between the benefits and drawbacks identified in the accepted list. The Clerk will consult with the Chair and Vice-Chair as and when she feels it to be necessary.

vi. The Clerk will always take a significant security deposit against any party booking or any other booking which has the potential to create extra costs.

vii. The Clerk will accept bookings from non-residents up to a maximum of three calendar months from the date of receiving the booking request.

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viii. The Clerk will report back to the Parish Council at each meeting regarding any problems / issues raised in relation to the ORVH bookings.

24.09.13 – Communications within the PC.

The Parish Councillors discussed the current practices, and it was agreed that when councillors are asked for a response by email, a period of 5 working days will be allowed before a null response is recorded from any individual Councillor, and any consequent decision or action is taken. The Scheme of Delegation is not affected by this decision and stands as agreed.

The question of who on the Parish Council along with the Clerk should have access to the TOTH parish email account was debated and will be decided at the next meeting.

24.09.14 Planning Applications

The following planning decisions were considered.

24/0831/FUL. Addition of 5 caravan or tent spaces to existing campground. Railway Inn, Station Road. TOTH – no comments.

The following planning decisions were noted.

i. 24/0582/PNREN. Installation of roof mounted 30.89kwp solar PV array comprising of 71 panels. Whisby

Natural World Moor Lane Thorpe on The Hill - it was resolved to confirm that **prior approval not required.**

ii. 24/0270/HOUS. Erection of garden room extension and extension to site boundary. The Barn, Jubilee Farm,

Middle Lane – it was resolved to **approve** the application.

24.09.15 – To receive and consider correspondence received that has not been circulated to the wider Parish or is not on the agenda.

i. Correspondence has been received from a resident regarding enlisting the help of the school to create traffic calming posters. The resident was put in touch with Councillor Briggs at County Council.

ii. Correspondence has been received from a resident regarding the cost of the village hall renovation and felt it excessive.

The Parish Council advised that a lengthy tender process had taken place for the renovations and the work consisted of far more than a 27 square metre extension as indicated in the correspondence.

24.09.16- Verbal updates from portfolio holders

Councillor Bramford advised that he had observed that the tennis courts were getting more use of late.

24.09.17 – Future meeting dates

Parish Council Meetings

16 October 2024, 4 December 2024

15 January 2025, 5 March 2025, 16 April 2025, 28 May 2025, 9 July 2025, 3 September 2025, 15 October 2025, 3 December 2025.

Lake Committee Meeting

23 October 2024

24.09.18– Meeting concluded at 8.56pm

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Appendix A

Meeting Date	Power to Spend Category	Date of transaction	Payee/Payer	Details	Amount
04.09.2024	Parish property, maintenance,	28/06/2024	TODDS	VH renovations	-9369.77
04.09.2024	Service Charge	30/06/2024	Unity Trust	Service charge	-18
04.09.2024	Broadband	08/07/2024	BT Group	Broadband	-43.33
04.09.2024	Electricity	09/07/2024	EDF Energy	Electricity	-53.73
04.09.2024	Miscellaneous	10/07/2024	Lloyds Bank	Refund for keys, microsoft, first aid kit, clock, mobile top up, monthly fee	-59.4
04.09.2024	Parish property, maintenance,	12/07/2024	Secure One	Annual service	-196.32
04.09.2024	Parish property, maintenance,	12/07/2024	Steve North	Fence removal, grass cutting, hedge cutting	-1600
04.09.2024	Parish property, maintenance,	12/07/2024	Lindum Fire Ltd	Annual service	-82.74
04.09.2024	Pension	23/07/2024	LCC Pension Fund	Pension	-264.07
04.09.2024	Parish property, maintenance,	23/07/2024	Lindum Fire Ltd	Inspection	-144
04.09.2024	Parish property, maintenance,	23/07/2024	Arbuthnot Latham	Playground inspection	-200.64
04.09.2024	Salary	23/07/2024	Ms K Vickers	Salary	-779.09
04.09.2024	Salary	23/07/2024	Mr J Burden	Salary	-172.8
04.09.2024	Salary	23/07/2024	Mr F Taylor	Salary	-88.2
04.09.2024	PAYE	23/07/2024	HMRC	Tax/NI	-75.15
04.09.2024	Parish property, maintenance,	29/07/2024	Mr M Murray	Gardening services	-165
04.09.2024	Broadband	07/08/2024	BT Group	Broadband	-43.33
04.09.2024	Miscellaneous	09/08/2024	Lloyds Bank	Projector, Microsoft, monthly fee.	-523.39
				Total expenditure	-13878.96
04.09.2024	Hall Hire	28.06.2024	Ashaye AO	Hall hire	78
04.09.2024	Hall Hire	08.07.2024	B Bond	Hall hire	64
04.09.2024	Hall Hire	08.07.2024	Ashaye AO	Hall hire	130
04.09.2024	Hall Hire	09.07.2024	Mrs AR Peacock	Hall hire	52
04.09.2024	Hall Hire	09/07/2024	K White	Hall hire	60
04.09.2024	Hall Hire	15/07/2024	Murray JY	Hall hire	16
04.09.2024	Hall Hire	15/07/2024	NKDC	Hall hire	50
04.09.2024	Hall Hire	17/07/2024	NKDC	Hall hire	250
04.09.2024	Miscellaneous	22/07/2024	Greensit	Tennis Court Key	10
04.09.2024	Hall Hire	30/07/2024	Positive Independence	Hall hire	312
04.09.2024	Hall Hire	14/08/2024	Mrs AR Peacock	Hall hire	39
04.09.2024	Licence fee	14/08/2024	Scout Groups	Annual lake licence fee	100
04.09.2024	Hall Hire	14/08/2024	Scout Groups	Hall hire	12
04.09.2024	Hall Hire	14/08/2024	Scout Groups	Hall hire	32
04.09.2024	Hall Hire	15/08/2024	B Bond	Hall hire	36
04.09.2024	Feed in Tariff	23/08/2024	Offgem	Feed in tariff	9.52
04.09.2024	Hall Hire	23/08/2024	Murray JY	Hall hire	16
				Total income	1266.52

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Appendix B

	Budget 2024/25	Actual
Precept	25,350.00	25,350.00
VAT Refund	1,500.00	8,783.06
Allotments and lake	1,100.00	1,439.00
ORPMR	5,000.00	2,511.16
Other income	130.00	549.83
Transfer		
Interest from Skipton BC		
Interest from Unity Trust		40.95
Total income	33,080.00	38,674.00
Transfer from Skipton Building Society		121,166.11

Salaries	18,000.00	(6,994.22)
Insurance	1,800.00	(1,947.50)
Audit	600.00	0.00
Expences, training	300.00	0.00
Subscriptions	280.00	0.00
Eric East Lake - repairs/maintenance	2,000.00	(175.00)
Repairs & maintenance of other assets	2,000.00	(1,512.86)
ORPMR recreational site - repairs/maintenance	5,000.00	(4,443.21)
Stationery/office running costs	500.00	(266.00)
Grants and donations (Section 137/S111)	2,600.00	(1,189.56)
Payments from reserves		(125,176.28)
Total Expenditure	33,080.00	(141,704.63)

Campaigning/planning issues	4,000.00	
Election	3,000.00	
Legal fees	5,000.00	
Purchase of additional/replacement play equipment	20,000.00	
Provision of additional recreational equipment	20,000.00	
General reserves	25,000.00	
	77,000.00	

Balance Sheet

1. Balance Carried Forward		200,248.98
2. Precept		25,350.00
3. Other receipts		13,324.00
4. Staff costs		(6,994.22)
6. Other Payments		(134,710.41)
7. Carry Forward		
Unity Bank Current Account		19004.48
Unity Trust Instant Access		6014.03
Skipton BS		72199.84
Total in bank		97,218.35

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Appendix C – Outcomes of meeting in italics

Date raised	Issue	Status
July 2024	<p>Positioning of play area gate.</p> <p>Several concerns regarding the current positioning of the play area gate have been received.</p>	<p>Parish Council looking at an alternative location for gate /additional safety measures.</p> <p><i>It was agreed to leave the gate in the current location and to get quotes to remove the hedge inside the metal railings to improve vision from both sides of the gate; an area in front of the gate to be cross hatched painted with the stencilled words 'playground exit'; signs to be purchased with a suitable warning message to be displayed on either side of the gate.</i></p>
July 2024	<p>Positioning of new fencing between play area and neighbouring property.</p> <p>Following the installation of the new fencing, a complaint has been received from a resident regarding the positioning of the new fence.</p>	<p>Correspondence sent to the neighbouring property to advise that the fence has been installed on Parish Council land and request the ownership of the fence be agreed in writing with no further action to be taken by the Parish Council.</p> <p><i>The Parish Council believes that ownership of the fence resides with 2 Westfield Lane and there is no ongoing boundary issues as indicated in the public session of the meeting. Matter closed.</i></p>
July 2024	<p>Acoustics in hall</p> <p>Issues regarding the acoustics in the hall have been raised by the user groups following the renovations.</p>	<p>Meeting held with acoustic expert and alternative solutions sought from Todd's (original contractor).</p> <p><i>It was agreed to order the high quality acoustic tiles from Advanced Acoustics and accept the quote from Todd's to fit them.</i></p>