

## TOPCLIFFE PARISH COUNCIL

Minutes of the meeting held on Monday April 20th, 2009 in the village hall

Councillors present G. Key (Chair), D. Bowman (Vice-chair), A. Jameson-Allen, M. Bowen  
HDC Cllr. N. Huxtable, NYCC Cllr. W. Barton

Apologies: J. Heidstrom

**09/025** It was resolved that the minutes of the meeting held on Monday March 16th, 2009 be accepted as true record and be signed by the Chairman.

Proposed by MB, seconded by DB

**09/026 PLANNING**

- i) First floor extension to existing office building at Cleveland Steel and Tubes, Dalton Ind. Est. for Cleveland Steel and Tubes - EXTRAORDINARY MEETING on 27/03/09 council had NO OBSERVATIONS proposed by JH, seconded by MB
- ii) Change of use of agricultural land to mixed use agricultural and equestrian. Construction of a barn and stable block at Thornhill, Station Road for Mr J Dodsworth. NO OBSERVATIONS proposed by DB, seconded by AJ. The parish council think this a reasonable development but would like the opportunity for a site visit with the planner.

**09/027 PLANNING PERMISSION APPROVED**

- i) Single storey extension to form a garden room at Park Lodge Farm, Station Road for Mr and Mrs Fothergill. NOTED
- ii) Revised application for a single storey extension to existing dwelling at 4 East Lea for Mr John Pearson. NOTED
- iii) Change of use from industrial estate office to a cafe as amended by plans received by Hambleton District Council on 3 March 2009. NOTED

**09/028 PLAYING FIELD SUB-COMMITTEE**

- i) The big mower needs new belts and we are currently awaiting them.
- ii) A rota will need setting up for the mowing. MB will cut the grass on Wednesday.
- iii) The grant for the playfield equipment was submitted 3 weeks ago. The application was for a £25,000 grant and result will be known at end of May. The new equipment will need insurance, which will be attended to when installed.
- iv) The portakabins need discussion.

**09/029 OPEN SPACES MAINTENANCE**

- i) D. Bowman has been assured by Highways that the dying tree will be attended to when there is enough work to employ the tree surgeon for one day. Another tree has already been reported so this should be attended to shortly.
- ii) Lights 7 to 14 continually lit down Station Road (NYCC) - will be reported again Clerk
- iii) Broadacres say they are responsible for East Lea/Back Lane and will get a scheme running and tidy the road up as soon as possible. A letter will be sent to Broadacres asking them to confirm this. Clerk

**09/030 VILLAGE PROJECTS**

- i) GK helped in the cleaning of the Topcliffe school's playground equipment and woodtreating the pavilion last Thursday. The headmistress wishes to thank the parish council for their donation of the school greenhouse.

**09/031 FINANCES, CHEQUES AND COUNCIL ADMINISTRATION**

- i) Community Account - £1,159.39
- ii) Business Reserve Account Statement - £8,122.92
- iii) Next year's insurance policy renewal is for £1,696. It has to be paid by June 1st. Items with their values need adding to asset list- Concrete bench in playing field, two lawnmowers (Ransom and John Deere), push mower and strimmer. (Last year's policy was £1,552.46). Clerk will be in contact with insurance company to negotiate the lowering of the bill.
- iv) Cheque for £61 was written for SLCC membership (EXTRAORDINARY MEETING proposed by JH, seconded by DB)
- v) Cheque for £20 was received from Asenby parish council (contribution towards SLCC membership)
- vi) Cheque for £8.07 was written to David Bowman for water bill. Proposed by MB, seconded by AJ
- vii) Cheque for £206 was written to YLCA for 2009/2010 membership. Proposed by MB, seconded by

AJ

viii) Mazars - deadline of Annual Return is 30th June 2009 (one month earlier than last year).

ix) Cheque for £14.95 was written to Garry Key for purchase of cemetery dustbin. Proposed by DB, seconded by AJ

**09/032 GOVERNANCE**

- i) Asset list was updated April 15 2009
- ii) Terms of reference will be approved in June 2009

**09/033 CORRESPONDENCE**

- i) NYCC re: Urban grass cutting - this year's County Council contribution will be £767.61
- ii) FOI instructional DVD will be distributed
- iii) There was a motion to adopt a Protocol on Gifts and Hospitality. Proposed by AJ, seconded by DB. This will be annexed to the general standing orders
- iv) Remaining correspondence was distributed

APM and AM: Monday May 18th, 2009 at 7.30 pm