

**Minutes of the Meeting of Stainforth Parish Council held in Stainforth Village Hall on Tuesday, 10 July 2018 at 7.00pm.** The public and press were invited and parishioner participation was at 7.00.

*Present:* Cllrs Blackburn (Chairman), Sharp (Deputy Chairman), Millen, Otway and Warren. Also, one parishioner and the Clerk.

During parishioner participation, various matters were raised including the placing and later removal of rocks on the green outside Holly House; the condition of the give way sign near the vicarage; volunteer grass cutting and the removal of a fallen tree from the allotments.

**1 Apologies - none**

**2 Code of Conduct - Localism Act 2011**

- a) To record any Councillor's Disclosable Pecuniary Interest (DPI) and other Interests in relation to items on this agenda - *none*
- b) To consider any changes in members' register of interests - *none*
- c) To consider any dispensations - *none*

**3 To approve the Minutes of the Meeting of the Parish Council held on Tuesday, 12 June 2018**  
**Resolved: That the Minutes be approved as a true and correct record and signed by the Chairman.**

**4 Matters Arising - none**

**5 Policing**

- i) To receive the monthly report. The report had been received by email as follows:  
8/7/2018 - Anti Social Behaviour Personal x2  
1/7/2018 - Suspect Circumstances.  
23/6/2018 Civil Dispute
- ii) Police & Crime Commissioner – Neighbourhood Policing Survey. This had been circulated and was discussed. The Chairman suggested that, having received a copy of the letter, members should respond individually if they so wished.

**6 Finance**

- i) To authorise payment of accounts as per schedule, including the Clerk's remuneration and his expenses for the quarter ended 30 June 2018

**Resolved: That the accounts be paid as per schedule, including the Clerk's remuneration and expenses for the quarter ended 30 June 2018.**

**7 Planning**

**a) To consider applications received**

**C/64/79D & 79E/LB** Application of render to south and west walls & Listed Building Consent Knight Stainforth Hall and Gable End, Knight Stainforth, Settle. Received too late for formal inclusion on the agenda hence the Council had no comment to make.

**b) To note any decisions received - none**

**c) To receive any planning correspondence and to consider response - none**

**8 Land adjoining Holly House, Stainforth**

- a) To consider response received from Land Registry and forwarded by NYCC, Legal & Democratic Services to the effect that if a Note was to be added to the Register, there would be the potential for objections and adjudication. Formal application would be needed together with payment of a fee of £50 following which notice would be served on the proprietors. Cllr Warren produced an email received from Mr David Bowe, Corporate Director of NYCC, advising that he would arrange for the land in question to be designated as highway, the Land Registry being requested accordingly. From other correspondence received, it was clear that this had not been done and the council had been informed of the process – and the cost, of correcting the register. However, it was felt that the provision of a single white line on the part of the highway under dispute, would suffice and ensure that the highway in question remained public highway.

**Resolved: That NYCC be contacted accordingly.**

**9 To discuss provision of bus stop – vicinity of Holly House, opposite the vicarage**

This matter had been raised by Cllr Warren as she had received requests of the location of a bus stop. There is no formal bus stop in the village, buses stopping on request where it is safe to do so, To provide a bus stop could result in busses not stopping upon request and travellers could be inconvenience as a result. The council was asked if a bus timetable was on display in the village. Enquiry would be made.

**Continued/**

**10 General Data Protection Regulations - Policy**

- i) Records Management - to adopt a policy as recommended by the National Association of Local Councils (NALC) and to publish on the village website

**Resolved: That the Records Management Policy be adopted and published on the village website.**

- ii) Data Audit – to adopt a policy for the ongoing processing of information and to publish on the village website. This had been prepared from guidance received.

**Resolved: That this be adopted and published on the village website.**

- iii) Recognition and report of security incidents - to receive guidance on action required.

**Resolved: That the guidance be received and acted upon as and when required.**

**11 Settle & District Aid in Sickness Fund**

- a) To discuss the status of the Council's representative. A letter had been received from the fund regarding the status of representatives as trustees. The clerk had called upon and discussed the implications of being a trustee with the Council's appointed representative who understood her position and was agreeable to continue.

**Resolved: That the nomination form detailing Mrs Hewitson as the council's trustee be completed and returned.** Additional trustees were being sought. Cllr Blackburn, Chairman, volunteered to undertake this role in addition to Mrs Hewitson.

**Resolved: That Cllr Blackburn be appointed a trustee accordingly.**

**12 Street Lights**

- i) To receive any reports for action - *none*

**13 Highways**

- i) To receive any reports for action – none as such but problems with the installation of posts on Dog Hill to regulate traffic, were reported. Evidently, the posts are too high and are being removed from their location by drivers. The posts are to be reduced in size and reinstalled.

**14 Repairs and Maintenance**

- i) To receive any reports for action - *none*

**15 To respond to correspondence received**

- i) NYCC - Vehicle Activated Signs Review. This was a follow-up to the earlier letter. As the council had not felt that it had a requirement for any signs, it had not responded. The situation had not changed.
- ii) Enquiry from Mr Jonathan Crewdson of the Neighbourhood Project as to the availability of community grants. The Clerk had already forwarded the council's information on its grants scheme and a response was awaited.

**16 To receive any items of information**

- i) Opens Spaces Society – copy of magazine 'Open Space', Summer 2018 & Annual Report and Accounts, 2017. Also, notice of AGM to be held on 5 July 2018
- ii) YLCA – Annual Review 2017/2018 and Notice and Agenda for the Joint Annual Meeting to be held on Saturday, 14 July 2018 at Wetherby
- iii) Craven DC - Seminar 'Find out about Community Led Housing' - Skipton – 19.7.18 – 6pm – 8pm
- iv) YLCA – list of available publications
- v) YLCA – advice of Thanksgiving Service for the life of Barry Dodd CBE, HM Lord-Lieutenant for North Yorkshire – York Minster – Friday, 20 July 2018 at 11.30am
- vi) Rural Services Network – Funding Digest – July
- vii) Clerks & Councils Direct magazine – July 2018

**Resolved: That all items of information be received.**

**17 To arrange the next meeting of the parish council.**

**Resolved: That the next scheduled meeting of the Parish Council be held in Stainforth Village Hall on Tuesday, 14 August 2018 at 7pm.**

There being no further business, the meeting was closed at 8.00pm.

PFL  
10.7.18

