

# BROMPTON-ON-SWALE PARISH COUNCIL

Clerk: Shireen M Rudge, 58 Brompton Park, Brompton on Swale, Richmond DL10 7JP

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## Minutes of the Parish Council Meeting Thursday 5 March 2020

**Present:** Cllrs D Sharp, A Guest, H Frankland, C Birch, B Woodley  
District Cllr Ian Threlfall  
County Cllr Carl Les  
The Clerk

1. **Apologies for absence:** District Cllr L Rowe, Cllr I Threlfall, Cllr D Dempsey

2. **Open Forum**

A resident of Curteis Drive was concerned about a dog, not on a lead, regularly using the grass at the front of his property as a 'dog toilet'. He said it usually happened in the evenings. The resident said there were already signs regarding dog fouling close by. The Chairman said RDC Dog Warden would be contacted in the first instant.

**Action – The Clerk**

A resident of Wellington Way mentioned a letter she emailed to the Parish Council regarding the purchase of land adjacent to her property. She was concerned this particular land was often overgrown and they had been maintaining this for some time. The Chairman said purchase of the land would be considered when adoption is complete. The Chairman summarised an onsite meeting/walkabout which took place on 17 January 2020. The meeting was attended by The Chairman, The Clerk, a representative of Persimmon Homes and RDC.

A resident of Stephenson Road is concerned about football being played on the green to the front of their property. The resident said there were originally 6 trees in this location, only 4 remain. The children are using the trees as goal posts. This results in damage to the residents' property (car, house and front garden). The Chairman said we would write to Persimmon Homes to ask whether the Parish Council could replace the missing trees.

**Action – The Clerk**

3. **Minutes of the Last Meeting**

The minutes of the meeting held on 5 January 2020 were approved

Proposed: Cllr Guest                          Seconded: Cllr Frankland

4. **Matters Arising**

- 4.1 **Red Telephone Kiosk/British Cycling Bid (Minutes 9 January, Item 4.4)** The Chairman has completed a draft planning application for the Cycle Hub. He requires £234 for the planning application.

Proposed: Cllr Birch                          Seconded: Cllr Woodley

The telephone kiosk will need to be purchased from BT for £1.00 to transfer ownership to the Parish Council

Proposed: Cllr Guest                          Seconded: Cllr Woodley

The Chairman confirmed £650 will be received from Carl Les through his Locality Budget. £1000 has already been received from Stronger Communities. The cost of the project will be approx £5000. Up to 50 % match funding is required by British Cycling. A contractor is still being sought for quotes to complete the installation of the hub.

- 4.2 Basketball Hoop, Augustus Gardens (Minutes 9 October, item 4.5)** Persimmon have been asked if they can replace the basketball hoop and backboard. There will be funding available from other sources if Persimmon are unable to assist.
- 4.3 Riverside Footpath – (Minutes 9 January, item 4.6)** Cllr Frankland has spoken to the tenant who said Highways England agreed with the position of the fence posts. Cllr Frankland said that some of the path has eroded due to recent floods, noting a particular section under one of the stiles. The tenant said he would be happy to build the footpath back up but was unable to pay for work to be completed. Cllr Guest said the style was very close to the riverbank and was always liable to be eroded. NYCC would prefer a kissing gate rather than a style which would make it more accessible. A kissing gate and labour is estimated at £1600. Cllr Guest asked whether the Parish Council could provide the materials if the tenant could complete the work. Cllr Frankland will discuss with the tenant.  
**Action – Cllr Frankland**
- 4.4 Cemetery Gates – (Minutes 9 January, item 4.7)** Cllr Guest has visited two contractors and is awaiting their response.  
**Action – Cllr Guest**
- 4.5 Grass Verge behind Bus Shelter on River Lane and corner of Curteis Drive (Minutes 9 Jan, item 4.8)**  
There is no further update at this time.  
**Action - Cllr Threlfall**
- 4.6 Redmond Review/Financial Regulations (minutes 9 Jan, item 4.9)** Cllr Woodley summarised details in the Redmond Review. He believes the consultation is aimed at tightening up the audit procedure. Cllr Woodley compared the details in the Redmond Review with the current Parish Financial Regulations and those of NALC. He suggests updating regulations to reflect those provided by NALC to ensure all areas in financial reporting/procedures are covered. There were no immediate concerns. Cllr Woodley and the Clerk will look at regulation wording and the financial review – any changes will be brought to the next meeting.  
**Action – Cllr Woodley & The Clerk**
- 4.7 Contract of Employment, Job Description – Clerk and RFO (Minutes 9 Jan, item 4.1)** No further update at this time.  
**Action – Cllr Frankland**
- 4.8 Village Society – Boundary Fencing and Soft Landscaping (Minutes 9 Jan, Item 4.1)** No further update at this time.  
**Action – The Clerk**
- 4.9 Augustus Gardens transfer plan (minutes 9 Jan, item 6.4)** – On 17 January The Chairman and Clerk attended an onsite meeting/walkabout with a representative from Persimmon Homes and RDC. Discussions took place regarding the grass areas, trees and the large wooded area to the south of the estate to ascertain what work the Parish Council expected to be undertaken prior to adoption of the land. The Chairman asked Persimmon to create a pathway through the large wooded area where trees would be thinned out and hedges and shrubs cut back to create a useable walkway through this area. Walking through the estate all areas were discussed and work expected to be completed by Persimmon Homes was noted.  
The Chairman and Clerk confirmed they had discussed the trees to the front of the estate which needed attention. They asked Persimmon to move the boundary line so the large number of trees would remain on the Persimmon owned land. The Chairman confirmed all fence lines would be repaired/replaced, the stream and bridges over it would remain in ownership of Persimmon.

**4.10 Cemetery Maintenance (minutes 9 Jan, item 6.5)** Notices have been put around the village, included on the noticeboard and in the newsletter. Some families have been in contact with details and any concerns they might have. The Clerk intends to collate all information received then visit the cemetery to look at those particular graves. Cllr Frankland agreed to assist. The Clerk will meet with the contractor to discuss what work needs to be carried out and will ask for a quotation.

**Action – The Clerk**

**4.11 Parish Resilience Plan (minutes 8 Jan, item 6.6)** – No further update at this time.

**Action – The Clerk**

**4.12 RDC Local Plan Review: Preferred Options Workshop (minutes 9 January, Item 8.5)**– Attended by the Chairman and Cllr Guest. The Local Plan will be sent out for consultation in April/May 2020. Cllr Guest said there were some changes such as the red line marking the area for development. You can develop beyond the line if there is a physical connection, such as building an extension. However, if an area is a designated green space it will be protected. The Chairman said it was important to complete the consultation as individuals as well as a Parish.

## **5. Reports**

### **5.1 Report from NYCC – Cllr Les**

It is likely council tax will be increased by 3.99% (Band D £50 increase). Locality Budgets are still available. There are two consultations out at present, home to school transport and another because some monies have been made available for bus services and consultees have been invited to make suggestions to NYCC for new bus services.

The Chairman asked why Fort Bridge Road was closed for roadworks and Leeming Lane (close to the racecourse) had roadworks at the same time. Cllr Les will investigate however it is a possibility the contractors in Leeming Lane had not consulted NYCC highways prior to works taking place.

The Clerk mentioned to Cllr Les she had reported the blocked drains to the north of Gatherley Road, due to folding issues. The drains/gulley's on the western side of Gatherley road have been cleaned out but the drains on the eastern side had not. Cllr Les will investigate.

**Action – Cllr Les**

The Clerk mentioned the pot holes in Brompton Park she had reported on the NYCC portal. She had been informed the potholes were not at the necessary intervention level. The Chairman mentioned the pothole in the centre of the road at the Scorton Road traffic lights. Cllr Les will investigate.

**Action – Cllr Les**

### **5.2 Report from Police**

The report had been received this morning, prior to the meeting. The report was read to the Councillors. The Chairman mentioned the What Three Words App and explained how it worked.

## **6. Current Issues**

**6.1 To discuss/agree additional Grass Cutting costs (safety areas) at Scorton/ Brompton-on-Swale traffic lights.** The Parish Council must take responsibility for cutting the grass verge at the traffic lights. The additional cost from the current contractor will be £5.00 per cut. Total cost for grass cutting in the village will be £310 per cut in total.

Proposed: Cllr Frankland                      Seconded: Cllr Birch

**6.2 To discuss/agree Chairman training and mileage allowance.** The Chairman has asked to attend a Chairmanship Skills training event hosted by the YLCA. The cost is £115 per delegate. The Clerk has calculated the mileage to be 120 miles return and suggested a mileage allowance of 45 pence per mile (cost £54.00). The Vice Chairman, Cllr Guest said this training would be invaluable. No training costs were used in 2019/2020. A training allowance is included in the budget for 20/21.

Proposed: Cllr Frankland                      Seconded Cllr Birch

**6.3 To discuss/agree on submission re NYCC Better Deal For Bus Users.** Cllr Guest put a proposal for a bus service From Brompton-on-Swale to Catterick Garrison/Tesco forward to Councillors. He suggested various routes to take into account other villages on a possible route. Councillors were in favour of putting the proposal to NYCC. Further routes were discussed including a dedicated service from Northallerton to James Cook Hospital and an 'on demand' service in the Dales. The Clerk will send an email to Cllr Les about provision of the service to Catterick Garrison.

## **7. Parish Finances**

**7.1 To receive and note the payments previously authorised and receipts (circulated prior to the meeting).**

7.1.1 To note the cost of emergency riverside tree maintenance. Agreed by Council majority prior to commencement of work at a cost of £380.00.

Invoice for sports field grass cutting received and under budget. The Clerk had estimated the cost of replacement of the riverside gatepost at this time but would update the financial documents once all invoices were received.

Proposed: Cllr Woodley                      Seconded: Cllr Frankland

**7.2 To receive a Bank Reconciliation and Budget Comparison for the year to date (circulated prior to the meeting).**

The Clerk was confident that spending would be under £25000 for 19/20 and therefore under budget. No questions were raised

Proposed: Cllr Guest                      Seconded: Cllr Birch

**7.3 The following payments were approved.**

There were no new accounts for payment.

## **8. Correspondence**

**8.1 Email & letter received regarding free trees from the Woodland Trust** – An email was received from the riverside volunteer asking the Parish Council to support a new planting initiative along the old railway line and contribute towards costs, est £200. Cllrs agreed to the initiative in principle. RDC are the landowners and must be consulted prior to commencing the project. The Chairman will add something to the next newsletter calling for volunteers to assist with any associated tasks, including digging and planting.

Proposed: Cllr Woodley                      Seconded: Cllr Frankland

**8.2 Email & letters from residents in Augustus Gardens re land transfer** – One resident attended the meeting and discussed their proposal and issues in the Open Forum, item 2, paragraph 2.

A second resident mentioned land adjoining their property which was poorly maintained. The resident has asked if there is an option to purchase this land they would be interested. The Chairman said once adoption of the estate was complete the Parish Council would be able to discuss purchase of land with residents.

**8.3 Email re football outside residential property at Augustus Gardens** – The resident of Stephenson Road attended the meeting and discussed their issues in the Open Forum, item 2 paragraph 3.

**8.4 Email from family regarding Bridge Road cemetery** – An email had been received from a member of the public whose mother is buried in Bridge Road Cemetery. She had seen the notices regarding forthcoming maintenance and the new rules for the cemetery. She has asked if it would be possible to place a wreath at Christmas time on the grave since there is no grass cutting at this time of year. Councillors agreed this would be allowed at this time of year but must be removed once the festive period was over.

**8.5 Email from Resident of Pembury Mews regarding school parking/traffic** – A resident has written to the Head Teacher at School re inconsiderate parking and has received a response. He has forwarded this to the Parish Council on for further discussion. The Chairman suggested we ask the local constabulary to show a presence during the school drop off and pick up times.

**8.6** Cllr Birch has been approached by local residents of Brompton Court regarding two properties that had new windows installed in their properties. The residents asked whether the windows should have had planning permission because they were not in keeping with the local area. The Parish Council said it would write to RDC Planning Department to ask whether planning permission would be required.

**Action – The Clerk**

**9.** To consider and decide upon the following **Planning Applications**

**9.1 20/00073/FULL** – 30 Honey Pot Road, B-O-S, DL10 7HT – No comments or objections

**Action – The Clerk**

**10.** To receive the following **Planning Decision/Information**

**10.1 Email received from the owners of Sundial House, Brompton-on-Swale.** A letter to support their planning application (19/00860/FULL) was received. After discussion Councillors who agreed no further action was necessary at this time.

**Action – The Clerk**

**11. Minor matters**

**11.1** Cllr Birch mentioned the street lights at North Yorkshire Timber. Cllr Threlfall will be asked for an update. Cllr Les said it was a possibility the light belongs to NYCC. He will follow up.

**11.2** The Chairman mentioned the parking issue in Stephenson Road. A vehicle is regularly parked on the public footpath close to the roundabout. This will be followed up with parking enforcement and/or police.

**13. Date of next meeting, Thursday 16 April at 7.00pm**

Signed: .....

Date: .....