

Kirkby Fleetham with Fencotes Parish Council

Minutes of meeting – 16 March 2023 at 7.30 pm.

Present: Parish Councillors: Mr Jones, Mr Walker, Mrs Herbert, Mrs Edwards-Heathcote, District Councillor Phillips and 1 Resident.

There were no issues raised by residents

1. Apologies

County Councillor Wilkinson

2. Minutes of the Parish Council Meeting held on Thursday, 16 February 2023 were accepted as an accurate record of the meeting proceedings and signature agreed upon.

Acceptance was proposed by Cllr Jones and seconded by Cllr Walker.

3. Matters to Report

Highways

Cllr Jones has engaged with Bedale Neighbourhood Police Team, inviting them to address the Parish Council at the Council's April meeting. Subject to priorities a PCSO is scheduled to attend and will provide a police report prior to the meeting.

NYCC Urban Grass Cutting

The Clerk has informed Highways Asset Management, North Yorkshire County Council of the Parish Council's decision to accept the transfer of Urban Grass Cutting for the 2023/24 season. A purchase order facilitating the Parish Council to invoice North Yorkshire Council for the urban grass-cutting is to follow.

Chapel Crescent, Great Fencote

Broadacres continue to attempt engagement with the tenant at Chapel Crescent regarding the pavement obstruction. The Parish Council is seeking to confirm the ownership of and responsibility for the pavement; should this be Highways, North Yorkshire Council then the Parish Council will escalate the complaint to them to seek a resolution.

Trees on Kirkby Lane

Cllr Herbert is continuing to investigate the landowner of the overhanging trees on Kirkby Lane. With a view to crown lifting the trees to facilitate high-sided HGV and agricultural vehicles.

Community Emergency Plan

Cllr Herbert will evaluate the content of the Community Emergency Plan. The Parish Council is to arrange a meeting in the medium term, with all local parties included within the plan, to talk through responsibilities and to better understand the concept of the plan.

Defibrillator

Cllr Herbert has arranged for a local charity to meet the Councillors before April's Parish Council meeting to discuss possible options and costs. The Clerk will confirm the date and time with the charity.

4. Co-option of Parish Councillor

The Parish Council were in a position to receive another written application for the office of Parish Councillor and to co-opt a candidate to fill an existing vacancy.

Cllr Jones welcomed Mr Lamperd. The written application had been circulated to Councillors ahead of the meeting. Mr Lamperd introduced himself, gave information on his background and experience, and explained why he wished to become a Parish Councillor.

Cllr Jones proposed Mr Lamperd's application and it was seconded by Cllr Herbert. The Councillors voted in favour of Mr Lamperd's application, and then signed a Declaration of Acceptance of Office. The Parish Clerk is to notify the Electoral Services Officer at Hambleton District Council of the council appointment.

Cllr Jones will create a notice for the local Social Newsletter to publicly welcome Mr Lamperd to the team as our 5th councillor.

5. Burial Grounds

a) Parish Cemetery

The Clerk has received outline costs to complete the schedule of works for the 2023/24 season from two contractors. The Councillors discussed both contractor submissions. Cllr Jones proposed to accept Contractor 2. The Councillors resolved to accept the proposal. The Clerk will contract Contractor 2 to start the work from April 2023.

A number of molehills have reappeared at the Parish Cemetery, and the Clerk has organised for a pest controller to resolve the infestation.

A pothole at the entrance of the cemetery is progressively getting worse and is a safety concern for vehicles entering/leaving the cemetery. The Clerk will report the issue to Highways.

Four heaped graves remain in the cemetery after twelve months plus of internment. The levelling of graves will normally be done by natural settlement. After a period of twelve months, the Clerk will contact the Funeral Directors to inform the families of those graves and is to coordinate grave levelling, to better assist grave maintenance.

Bulbed flowers have been planted on a burial plot. The Clerk will contact the family to remind them that this is against the burial authority regulations. As the seasonal grass cutting commences imminently, the grass burial plots will be cut and maintained as short grass.

b) St Mary's Churchyard

The fence alongside the churchyard and parallel to Kirkby Fleetham Hall has been established by the contractor.

The Schedule of Work for St Mary's churchyard has been published and accepted by the contractor – Glade Trust. The Councillors resolved to award the contract to maintain the churchyard to Glade Trust with immediate effect.

c) St Andrew's Churchyard

Cllr Phillips provided the Parish Council with an update on the corrective actions to counter the outcomes of the headstone stability test. Hambleton District Council staff have put 7 of the larger headstones upright that had been toppled over previously. Dales of Thirsk has been commissioned to repair and reposition an additional 28 headstones.

6. Correspondence

NALC Chief Executives Bulletins (0103/23), Health & Safety in the Workplace Webinar (0203/23), The Rural Bulletins (0303/23), NYCC bulletins (0403/23), White Rose Updates (0503/23), Training E-Bulletins (0603/23), NALC Parliamentary Briefing - Levelling Up and Regeneration Bill (0703/23), Headstone Stability Test Update (0803/23), The Role of the Principal Authority Monitoring Officer Webinar (0903/23), Agenda for Hambleton & Richmondshire Rural Transport & Access Partnership meeting (1003/23), YLCA Law and Governance Bulletin (1103/23), 38521 - A684 Bypass (1203/23), 3852 - A68 Bypass (1303/23).

These were all circulated via email.

Also circulated 'Clerks and Councils Direct March 2023 Issue 146 (1403/23).

7. Parish Charter Consultation

Each Councillor has reviewed the draft Parish Charter and compiled an individual response to the Chairman. Cllr Jones has collated the responses and created a single response from the Parish Council which was circulated prior to the meeting.

The Councillors discussed the response and agreed upon it. Cllr Jones is to submit the online Parish Council response by the 12 April 2023 deadline.

8. Finance

a) It was resolved to pay the following and the payments were signed accordingly:

Chq	Amount	Payee	Service
BACS		N.Lowe	Wages for Mar
BACS	£42.00	Kirkby Fleetham Village Hall	Village Hall hire - Inv KFVH 161
BACS	£200.00	HMRC	Qtr 4 Income tax
45	£87.00	Hambleton DC	2x green bin licences

This was proposed by Cllr Walker and seconded by Cllr Herbert.

b) Income:

There have been £605.00 income received for the Burial Authority account.

c) Bankline - Online Banking Systems

The Clerk has completed the application for Cllr Edwards-Heathcote to become a signatory for the Parish accounts.

9. Planning

a) Application

Proposal: **23/00432/FUL:** Part retrospective planning application for proposed 28no. pitch extension to caravan site, construction of a detached washroom, and reconfiguration of the existing reception building to accommodate separate toilet and shower facilities for the existing glamping pitches

Location: Stonebridge Trout Lake, Little Fencote, Northallerton

Applicant: Mrs Jane Whiting

The Council had no objections to the infrastructure improvements recorded within the application. However, the Council would like to see increased screening to ensure that park residents cannot be viewed from residential and public areas.

Noting that the capacity to host touring caravans is to double in size, the Council does have considerable concerns about the capacity of the local highways network to accommodate the increased traffic flows. Given the narrow width of the immediate access road, Fleetham Lane, between the villages of Scruton and Little Fencote. For this application to go ahead, we would like to see improvements to Fleetham Lane; improved road surface and drainage, the widening of the lane where hedgerow boundaries permit and the positioning of new overtaking spaces.

Proposal: **23/00289/FUL:** Extension of existing village hall to provide a meeting/local history room for use by the community.

Location: Village Hall, The Green Kirkby Fleetham, North Yorkshire

Applicant: Mrs Lesley Bottomley

The Council had no objections, and support the application in principle, but raised the following design observations. The exterior appearance of the extension is out of character with the prevailing Village Hall building, given that this is within a conservation area. We would recommend that the exterior red brick construction is considered for rendering and the raised glazed roof is made from a wood and tile construction. Given that historical artefacts are to be displayed on the interior walls of the extension; direct sunlight through the glazed

roof should be avoided. Ultraviolet rays from the sun would be responsible for damage to displays if left exposed. Cllr Herbert abstained from the discussion.

b) Outcomes

None

10. Playground

Cllr Jones finalised and posted the letter to Mr Lawson to seek permission to establish outdoor play equipment on the village green. It is hoped that a written response is received by 15 April 2023, to allow the Parish Council the opportunity to discuss further at the April meeting. The Clerk has yet to receive a reply.

Cllr Edwards-Heathcote will attempt to secure an email address for Mr Lawson.

11. Solar Farm Grants

A new application was received from the Kirkby Fleetham and Fencotes History Group. The proposal is to build a small extension at the front of the Village Hall as a History/Admin Room. The designs have now been submitted to planning and the tender costs of the build and fittings are approximately £40,000. The Parish Council have been asked to support the project with a £3000 grant.

The Council discussed the application with Cllr Herbert abstaining. The Councillors agreed to support the application and award the History Group with £3,000. The monies will only be released when the full project funding is achieved.

The Clerk has published a list of applications received with a detailed breakdown of the Parish Council's decision on each application and circulated the list to the Councillors prior to the meeting.

The Clerk will continue to update the document and publish it on the Parish website each month.

12. Any Other business

Bus Service

Cllr Lamperd raised a concern about the potential loss of the Local Bus Service to the parish. As a regular user of public transport, Cllr Lamperd has volunteered to represent the Parish Council on matters relating to this issue.

Neighbourhood Watch

Cllr Jones is currently the Parish's Neighbourhood Watch Coordinator and is looking to stand down in the near future. Work and voluntary commitments have meant that he has not been able to give this post the time it rightly deserves. He will advertise for a volunteer replacement using the parish Social Newsletter and InfoNet.

Annual Parish Meetings

The Annual Parish Meeting and Parish Council Annual meeting are to take place on 18 May 2023. The first item of business at the Parish Council Annual meeting is to elect a Chair and Vice Chair. Councillors and Clerk are to give early thought as to the meeting agendas.

District Councillor Phillips

District Councillor Brian Phillips, is to retire on 31 March 2023 after 22 years of service as a district councillor. This was his last formal meeting with the Parish Council and the Chairman publicly thanked Councillor Phillips for his many years of public service. His knowledge and expertise on planning will be greatly missed, as will his work with the local community.

His retirement is a huge loss to this council and to Hambleton, and we shall miss his good counsel. The Parish Council wished him well for the future.

The meeting closed at 9:28 pm.

Date of Next Meeting: 20 April 2023.