

## *Maunby, Newby Wiske and South Otterington Parish Council*

Minutes of the Parish Council meeting held at 7.00pm on Wednesday 22<sup>nd</sup> March 2023 at South Otterington Village Hall, South Otterington, Northallerton, North Yorkshire DL7 9HG

Present: Councillors: E. Branson-Burke (Chairman), C. Cook (Vice Chairman) C. Newton, D. Gillson, J. Cook, S. Bennett, M. Stokes, District Councillor B. Phillips and County Councillor A. Wilkinson.  
Clerk: D. Robson. Attended by two members of the public

Item	<b>Parish Council Minutes</b>	Action
1.	<u>Apologies</u> : None	
2.	<p><b><u>Minutes of Last Meeting</u></b></p> <p>Approval of minutes of last meeting on 15/02/23 by D. Gillson and C. Cook</p>	
3.	<p><b><u>Matters arising from previous minutes</u></b></p> <p><b>a. VAS Signs/Consider Purchasing a Parish Mobile Phone</b> D. Gillson was nominated to collect the data from the signs. The chairman advised to use an android device and should be able to achieve download by standing next to each VAS sign. The chairman advised that downloading the data would be easier if the parish council purchased their own mobile phone without the need for the councillors and clerk using their own private devices.</p> <p>The council approved the cost of purchasing a mobile phone and estimated the expense at £200. Chairman to action.</p> <p><b>b. Action Plans</b> D. Gillson has completed the action plan for the village defibrators. He will complete the action plan for the VAS signs once the data is downloaded.</p> <p><b>c. Training Courses for Councillors and Clerk</b> The chairman urged the councillors to complete some of the training courses available from YLCA and explained it may become mandatory in the future.</p> <p>The chairman asked the council if they had any questions to put forward at the Resolutions for Debate by Member Councils and Parish Meetings to the YLCA Joint Annual Meeting 2023 on 22<sup>nd</sup> July (venue TBC). The chair explained the parish councillor would be invited to ask the question in person. The deadline for submitting questions is 26<sup>th</sup> May 2023. No questions were raised to put forward.</p> <p>The chairman proposed the clerk to increase their knowledge and qualifications which would benefit the parish council. The chair would like the clerk to complete ILCA, an introduction course necessary to complete before Cilca. Introduction to Local Council Administration (ILCA) costs £120 plus vat and is approximately 10 hours learning time. Certificate in Local Council Administration (Cilca) costs £450 non vatable and is 200 hours learning time. Both courses have a time scale to complete within one calendar year.</p> <p><b>d. Consider Electing a Vice Chairman</b> C. Cook will act as vice chair until May. The council agreed.</p> <p><b>e. Draft Parish Council Consultation Paper</b> The chair asked the council if anyone has read it, the chair is reading through it and it is subject to changes. Cllr A Wilkinson advised it will be reviewed every 6 months</p>	

thereafter.

**4. Correspondence for consideration**

**a. Parish Council Police report 1<sup>st</sup> – 28<sup>th</sup> February 2023**

The police report was circulated to councillors and revealed no crimes committed in this time period.

The report warned of scams on cash machines and on 23<sup>rd</sup> February three cash machines in Northallerton were found with scamming devices attached.

The clerk had asked for more information about the Community Messenger Service. The councils PSCO had sent requests for parish councillors to sign up but there is no information explaining what it is and our PSCO has not provided any further information.

**5. Miscellaneous Correspondence for noting –**

**a. Council Starter Pack and Policies Update**

The clerk is in the process of updating the parish council's policies. There is quite a lot that the council need to adopt.

The councillors agreed that the clerk should set up making PAYE payments to HMRC. This is a requirement of employment.

**b. Request from VHC to use the Village Green to host a Classic Car Show (As part of the King's Coronation Celebrations)**

The councillors discussed the village plans to celebrate King Charles Coronation in May. The village hall would like to host a classic car show on Little Otterington village green. The organisers have their own insurance in place. The councillors agreed.

**c. PGL – Issues Raised by Newby Wiske Residents/ Consideration of a Village Liaison Group for Newby Wiske and PGL/Planning Enforcement /PC Response to HDC**

Several residents of Newby Wiske have witnessed a number of breaches of conditions and they have complained to the Enforcement Officer at HDC. These include:

- Construction and traffic entering and exiting the site through South Otterington when they should access the site via Warlaby.
- Damage to resident's trees when passing PGL traffic mounted the pavement and drove over trees. (Resident complained to PGL and they sent someone to sort it out)
- Games played in zones that have time restrictions.
- Permission not obtained for bright lights fitted onto an entrance barrier.
- Flood lights located on the activity field shining into neighbouring properties.
- Work on site undertaken before archeologies report completed.
- Level of noise from screaming children.
- Concern if contractors still working on the site are DBS checked.
- Complained about the staff's personal conduct in the local pub.
- Concern over safety as member of staff asked owner of the neighbouring field if she was walking alone as PGL were about the start archery and didn't want anyone to get hurt.

The residents of Newby Wiske are very frustrated and fear their complaints are been ignored and that no further action will be taken. Cllr B Phillips advised that submitting complaints is the best action. Cllr Phillips suggested the community establish a liaison group with PGL in an effort to become better neighbours.

The chairman advised that all incidents be reported so there is documental evidence.

Clerk to contact PGL inviting them to set up a liaison group.

Clerk to compile a letter to the enforcement officer stating the community's concerns.

	<p><b>d. Residents Request Mobile Post Office Stop at Maunby</b></p> <p>Serval residents have asked the council if the mobile post office is able to stop at the other parish villages. The council agreed.</p> <p>Clerk to contact Royal Mail/Post Office.</p> <p><b>6. <u>Planning Matters – New Planning Applications</u></b></p> <p><b>a. Works to trees with a Tree Preservation, Area Land North Of Mayfield And East Of Orchard House, South Otterington, North Yorkshire. Ref: 23/00257/TPO.</b></p> <p>The application was discussed and the councillors had no objections or comments to make. Clerk to reply to HDC.</p> <p><b>b. Listed building consent for proposed alterations &amp; single-storey extension to rear of existing dwelling, conversion of garage &amp; replacement windows to rear of the house. Yew Trees, Newby Wiske, Northallerton, North Yorkshire. Ref: 23/00293/LBC</b></p> <p>The application was discussed and the councillors had no objections or comments to make. Clerk to reply to HDC</p> <p><b>c. Works to a tree preservation order 1989/08. J Parlour And Son, South Otterington, Northallerton. Ref: 23/00368/TPO</b></p> <p>The application was discussed and the council supported removing the diseased tree and replanting one to replace it. Clerk to reply to HDC and put a note on the notice board informing residents the reason why the tree is getting felled.</p> <p><b>d. Approval of reserved matters considering appearance, landscaping, layout and scale following outline approval 21/03043/OUT. Porch House, South Otterington, Northallerton. Ref: 23/00392/REM</b></p> <p>The application was discussed and the councillors had no objections or comments to make. Clerk to reply to HDC</p> <p><b>e. Application for installation of double glazing and removal of redundant staircase. Removal of redundant staircase. Opening of 2 doorways in existing arches to create one dwelling. 1 Old School House, Newby Wiske, Northallerton. Ref: 23/00389/FUL</b></p> <p>The councillors did not have any objections and commented that it would improve the building. Clerk to reply to HDC.</p> <p><b>f. Outline Application with All Matters Reserved (Considering Access) for the Construction of 3 self/custom-build plots. Land To The North Of Corner House, Station Road, South Otterington, North Yorkshire. Ref: 23/00562/OUT</b></p> <p>The application was discussed and the councillors had no objections or comments to make. Clerk to reply to HDC</p> <p>Going forward the councillors would like the clerk to request an extension on the response time of planning applications when necessary.</p> <p><b>7. <u>Planning Matters – Granted –</u></b></p> <p><b>a. Demolition of existing double garage and construction of new triple garage with first floor one bed ancillary living accommodation. Elm Tree House, North Otterington, Northallerton. Ref: 23/00030/FUL</b></p> <p><b>8. <u>Planning Matters – Refused - None</u></b></p>	
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