

**MINUTES OF MEETING OF POTTO PARISH COUNCIL HELD ON
MONDAY, 19 JANUARY 2015 AT 7.15 PM IN THE VILLAGE HALL**

Present: Councillor Mr A Wilde (Chairman), Councillor Mrs E Griffin, Councillor Mrs V Williams, Councillor Mr C Courtman-Stock, District Councillor Mrs B Fortune and County Councillor Mr T Swales.

Meeting Open To The Public

Mr Steve Agar was present.

PCSO Georgina Lodge was present.

Parish Council Meeting

There were no apologies for absence.

The minutes from December's meetings had been circulated and were signed by the Chairman after being agreed as a correct record.

Co-option of Parish Councillors

The Parish Council has previously advertised the vacant councillor posts with no response; the Parish Council are now able to co-opt another new councillor. Mr Steve Agar has expressed an interest in joining Potto Parish Council.

Mr Agar was interviewed by councillors; Mr Agar has lived in Potto for 14 years with his family. He has been involved in various village activities and was previously on the Potto Village hall committee for 7 years. He is a retired architect so is familiar with planning processes and passionate about the countryside and about the village of Potto. Councillor Fortune discussed about the openness of the Parish Council, and how councillors should not have personal agenda's rather they should represent the views of the whole community.

Councillors discussed that Mr Agars knowledge of planning would be a good help to the Parish Council as more responsibilities will be handed down to us in the future.

It was proposed to Co-opt Mr Agar onto Potto Parish Council, the motion was unanimously agreed.

Mr Agar signed the appropriate forms for registration.

Police Report and Neighbourhood Watch

PCSO Georgina Lodge was present to give a report from Stokesley Police;

- 27/12/2014 – There had been reports of possible poachers on Parsons Back Lane. Police attended and conducted an area search with no trace of the individuals, there was a vehicle in situation and details were taken. It is good for people to report these incidents on 101, only call 999 if it is an emergency.

- 17/01/2015 – Report of erratic driving on an oily road, details were passed to Police, a vehicle check was conducted and noted. It was a horse rider who fortunately saw the vehicle approaching and had moved out of the way as the driving manner was inappropriate on the small road.
- PCSO Lodge gave the following advice;
 - Leave a light on – dark nights to make house look like it's occupied.
 - Bogus callers and distraction burglary in surrounding areas, be aware.
 - Sheds and garages, make sure they are locked shut.
- **RURAL WATCH**

We are still looking for more volunteers to join our Rural Watch patrols. The patrols take place two / three times a month involving volunteers from the local farming and rural community, these can be run locally or as part of a cross border operation with other police forces. Each volunteer is double crewed in one of their personal vehicles and they have a police radio which gives them direct instant contact with dedicated police officers who are also conducting rural patrols. Anything suspicious is reported straight to the dedicated officers who can then attend the area and carry out any enquiries or enforcement that may be appropriate. It is difficult to measure the success of our Rural Watch patrols, or to provide any figures, as so much of it is proactive and it is very difficult to measure the success of preventative work. We regularly get reports of suspicious vehicles and people on rural land from members of our community and there is marked reduction in these reports on evenings when the Rural Watch patrols are active. Our volunteers are our eyes and ears on these patrols and their help, enthusiasm and proactive approach is always welcomed and very much appreciated

Planning Decisions of Hambleton District Councils

None

Planning Applications

- a) 14/02526/FUL Conversion and extension of garage at Lane House. Councillors Mr S Agar and Mr C Courtman-Stock declared an interest and left the room while the application was discussed.

Mr & Mrs Thompson are wanting to convert their garage at Lane House on Butcher Lane into a holiday let. The councillors discussed possible dangers associated with the 'kink' in the road outside the house. It was noted that people renting would bring money into the local economy. Queried if there is enough

parking at the property and if a mirror would make getting in and out a little safer. Unanimously accepted passing our comments onto the planning section.

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Matters Arising from last month's meeting

- a) Un-surfaced portion of Cooper Lane – The ramp from onto the main road work still needing to be completed, however the weather is too cold at the moment, and will re-start when the weather is warmer.
- b) The Parish Council appeal against the decision of the Information Commissioner has been refused as it is unlikely to succeed. The result was a split 2:1 split decision on our original appeal.
- c) Footpaths – See Item below.
- d) Stell System – Letter received from Nigel Darling at the Environment Agency regarding the condition of the stell in Mr Tarrens field, they are endeavouring to resolve this issue – not heard anything further at this moment.

Finance

- a) Un-surfaced portion of Cooper Lane – Budget has been fully used. We will discuss with the residents representative Tim Carvell regarding completion of the work.
- b) The Parish Council has requested a precept of £5000 for 2015 to allow for increased costs and additional village improvements. This has been acknowledged as received and we will hear in the next month or so.
- c) Two official complaints have been sent to Barclays, following the problems with the bank accounts. We have received a £85 cheque as compensation.
- d) Current Account £ 1,592.53
- e) Business Account £ 3,004.53

Reports from County and District Councilors

County Councillor Mr T Swales discussed the notification of road closure for tree felling on Goulton Lane near the bridge.

There are lots of changes for the schools in the area; we will see what happens after the election in May.

There is a consolation in Stokesley tonight regarding the Library, they are wanting volunteers to help with running the library.

Developments in Northallerton were discussed including, the railway crossing, the shops in Northallerton, a new larger M&S is to be built and the car parking charges on the high street are being reviewed.

District Councillor Mrs B Fortune discussed that Northallerton is a 'market town' there is a town advisor appointed for each market town to promote them and make them more vibrant. There is a big shopping centre proposed to be built at Scotch Corner.

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Email from [REDACTED]

A letter from [REDACTED] has been received by email entitled "Letter to PPC following Guilty Verdict of Commissioner and Tribunal January 2015"

The content of the letter were discussed at length and it was agreed that the Parish Council should take advice on the correspondence.

It was also noted that [REDACTED] had emailed a correspondence to Potto residents regarding the above.

Footpaths

We have been contacted by Mr Macpherson regarding the amount of dog fouling on the footpath/bridleway to Gold Hill Loop Road. District Councillor Mrs B Fortune has some signs that can be displayed, they will be brought to the next meeting.

We were also contacted by Mr Ian Wray stating that he was walking down the bridleway and he was faced by a horse galloping towards him. The bridleway is used by all users, including children and bikers, users should be aware of other users. A discussion followed on ways to regulate speed on the bridleway, including putting a gate part way down the bridleway to slow people down, it was also agreed to look into appropriate warning signs.

Mr Preston

Mr Richard Preston sadly passed away, the chairman attended the funeral on behalf of the Parish Council. The church was full and many were stood outside where there were speakers supplied outside the church. A number of residents have asked about some form of remembrance, some suggestions included: Bench, Trees, Road name change etc. It was agreed to consult the parishioners in the next Potto Newsletter, also to contact family on what their wishes are.

New Bench in Potto

Mrs M Stones wishes to put up a bench for her late husband outside Mr Shinwell's house on the Gold Hill Loop Road. Mr Shinwell is fine with this, it is his land, and not owned by the council so it is OK to place one there.

Village Hall

No minutes have been received; will circulate once we have received them.

There is a 'trustees' to Potto Village Hall meeting in the first quarter of this year, we currently have 4 trustees, but when the clerk of PVH retires, we will need a replacement.

Correspondence

Received 3-4 emails from Aimee Blanchard, whose father owns land between Preston's and the traveller site. They wanted to put up a log cabin as a permanent home and some smallholding buildings. They were advised to read the local development Plan and Parish Plan. They said they would attend tonight's meeting.

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Any Other Business

The Chairman officially welcomed Mr S Agar to Potto Parish Council.

Potto Parish Council would like to wish everyone a Happy New Year for 2015.

The Chairman declared the meeting closed at 8:20 pm.

Next month's meeting date Monday 16 February 2015 at 7.15pm

**MINUTES OF MEETING OF POTTO PARISH COUNCIL HELD ON
MONDAY, 16 FEBRUARY 2015 AT 7.15 PM IN THE VILLAGE HALL**

Present: Councillor Mr A Wilde (Chairman), Councillor Mrs E Griffin, Councillor Mrs V Williams, Councillor Mr C Courtman-Stock, Councillor Mr S Agar and District Councillor Mrs B Fortune

Apologies for absence were received from: County Councillor Mr T Swales.

Meeting Open to the Public

Councillor David Hugill was present, due to the upcoming changes to Hambleton wards Potto would no longer come under District Councillor Fortune and Rudby Ward, it will be realigned along with Swainby, Faceby, Bilsdale, Carlton, Osmotherley etc. The council was unaware of the change.

Councillor Hugill discussed having a defibrillator at the Village Hall, Ingleby Arncliffe already have one; it is only accessible via a key pad and to get the code, for access the unit when you call 999. District Councillor Fortune and Councillor Wilde have both registered Potto for a Defibrulator.

Parish Council Meeting

The minutes from January's meetings had been circulated and were signed by the Chairman after being agreed as a correct record.

Police Report and Neighbourhood Watch

PCSO Georgina Lodge provided a report from Stokesley Police;

- 17/01/2015 – Report of erratic driving on an oily road, details were passed to Police, a vehicle check was conducted and noted. It was a horse rider who fortunately saw the vehicle approaching and had moved out of the way as the driving manner was inappropriate on the small road.
- 28/01/2015 – Reports of three males trespassing on land on Potto Carr Farm. Officers attend and conduct an area search with no trace.
- PCSO Lodge gave the following advice;
 - Leave a light on – dark nights to make house look like it's occupied.
 - Bogus callers and distraction burglary in surrounding areas, be aware.
 - Sheds and garages, make sure they are locked shut.

Planning Decisions of Hambleton District Councils

14/02526/FUL Conversion and extension of garage at Lane House - Approved

Planning Applications

None

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Matters Arising from last month's meeting

- a) Emails from [REDACTED].

The Parish Council has liaised with the FOIC regarding responding to [REDACTED] and they have confirmed that the case is now closed.

Chairman has been overwhelmed by the number of residents contacting him to give their support to both the Chairman and the Clerk regarding this matter.

A further complaint has been received from [REDACTED], the Chairman declared an interest at this point. The matter was discussed in detail, Councillors noted that the issues had been addressed in detail at Standards Board meetings, FIOC and at length in many Parish Council meetings and nothing further could be gained in pursuing this matter.

From consultation it had been confirmed that Parish Council meetings can be cancelled if required, and there was nothing wrong with cancelling the December 2013's meeting.

Councillor Williams stated that all our meetings are open to the public once a month and any Potto residents are more than welcome to attend. Our members are open and transparent and follow the rules laid out.

It was agreed to contact the HDC legal department for advice on this matter.

Councillor Griffin proposed a vote of confidence in both the Chairman and Clerk, this was unanimously agreed.

- b) Footpaths – Following being contacted by Mr Macpherson regarding the amount of dog fouling on the footpath/bridleway to Gold Hill Loop Road. District Councillor Mrs B Fortune has some signs that can be displayed.
- c) Mr Preston – We will canvas the Potto residents for their opinions on how best to remember Mr Preston E.g. Bench, Trees, Road name change etc

Finance

- a) The Parish Council has requested a precept of £5000 for 2015 to allow for increased costs and additional village improvements. This has been acknowledged as received and we will hear in the next month or so if it has been approved by HDC.
- b) PKF Littlejohn have sent us a bill for late return of audit, we had previously been told this was not needed – chairman will chase up.
- c) Current Account £ 1,592.53
- d) Business Account £ 3,004.53

Reports from County and District Councillors

District Councillor Mrs B Fortune discussed the upcoming elections in May and she will be absent from April's meeting due to the elections.

Councillor Fortune had registered Potto for a Defibrulator following discussions in previous council meetings.

Village Hall

No minutes have been received; will circulate once we have received them.

There is a 'trustees' to Potto Village Hall meeting will be in the first quarter of this year, we currently have 4 trustees on the board.

The forties themed annual New Year's dinner went well, the quiz and entertainment were great.

The next event will be a village Quiz on Saturday 14th March.

Correspondence

Discussed the development of a neighbourhood development plan, It was agreed to seek advice from a 3rd party.

Discussions around getting the community together. We have done some great projects recently including the stell systems, Flood alleviation and the road to the village hall.

The Chairman declared the meeting closed at 8:15 pm.

Next month's meeting date Monday 16 March 2015 at 7.15pm

**MINUTES OF MEETING OF POTTO PARISH COUNCIL HELD ON
MONDAY, 16 MARCH 2015 AT 7.15 PM IN THE VILLAGE HALL**

Present: Councillor Mr A Wilde (Chairman), Councillor Mrs E Griffin, Councillor Mrs V Williams, Councillor Mr C Courtman-Stock, Councillor Mr S Agar, District Councillor Mrs B Fortune and District Councillor Mr D Hugill.

Apologies for absence were received from: County Councillor Mr T Swales.

Parish Council Meeting

The minutes from February's meetings had been circulated and were signed by the Chairman after being agreed as a correct record.

Police Report and Neighbourhood Watch

PCSO Peter Lewis provided a report from Stokesley Police;

- 26/02/2015 – Reports of suspicious males in a field in Butcher Lane. Police attend the location and conduct an area search with no trace.
- 07/03/2015 – Reports of two males with a dog on land Trenholme Bar. Officers attend and conduct an area search with no trace.
- PCSO Lewis also discussed RURAL WATCH. They are still looking for volunteers who are willing to assist with our Country Watch Patrols. If anyone is interested please could you contact PC1557 Skelton at Stokesley Police Station or email me on Catherine.Skelton@northyorkshire.pnn.police.uk
- Phone call received from Mr Porrit to Chairman, someone had fly tipped rubbish on his land. PCSO Lewis informed to contact Environmental services, not the police, and they will remove the rubbish. Contact Hambleton District Council, Do not move or touch the rubbish, as people have successfully been prosecuted when the rubbish has been 'sifted through'.

Planning Decisions of Hambleton District Councils

14/02526/FUL Conversion and extension of garage at Lane House - Approved

Planning Applications

None

3 caravans have recently been sighted at the site on Goulton Lane, there are now only two, which is the maximum number allowed on-site.

Matters Arising from last month's meeting

- a) Emails from [REDACTED]
The Parish Council has been reported to the FOI (Freedom of Information) again by [REDACTED] as he is not happy with the response received to his email in January.

Reports from County and District Councillors

District Councillor Mrs B Fortune discussed the defibrillator, we are on the list for one at Potto Village Hall.

This will be Councillor Fortune's last meeting with us, under the revised Ward Boundaries Potto will come under the Swainby and Osmotherley ward after the elections in May. Letters of thanks were handed to the councillors, which are extended to the villagers who have been proactive in such projects as the Stell system, flood alleviation system and surfacing the road to the village hall. The letter will be displayed on the notice board.

Village Hall

Minutes from the Village Hall meeting minutes have been circulated.

The quiz was held on Saturday night, which was very successful.

The next event will be a village is 'The Unlikely Dads' on Saturday 21st April 2015.

Correspondence

- 1) The clerk attended a meeting and has received the elections pack. Councillors to complete and return these before 9 April at 4pm.
- 2) Posters received regarding advice on staying warm this winter.
- 3) 2 emails received from Mr Stéphaney.
 - i) Council Tax – discussed the 49% increase. The Chairman compared the precepts of other similar councils, we are not the highest, and not the lowest i.e. Carlton has a precept of £6,100. We get a lot of value for money. A lot of responsibilities will be handed down to Parish councils; we will need the extra money in the precept. A letter to be sent to Mr Stéphaney showing where money was spent in financial year 2014/15. The precept was less than £1,000 for a long time, and nothing was ever done in the village.
 - ii) Conservative Candidate – Mr Stéphaney, along with all other villagers, received a leaflet from District Councillor Mr D Hugill, stating that he will be the new conservative representative for Potto after the elections in May. District Councillor Fortune was unaware of the change until after Councillor Mr D Hugill attended last month's meeting. She had not been aware that she had lost Potto Village. A letter to be sent to Mr Stéphaney informing him of this.

The Chairman declared the meeting closed at 8:10 pm.

Next month's meeting date Monday 20 April 2015 at 7.15pm

**MINUTES OF MEETING OF POTTO PARISH COUNCIL HELD ON
MONDAY, 20 APRIL 2015 AT 7.15 PM IN THE VILLAGE HALL**

Present: Councillor Mr A Wilde (Chairman), Councillor Mrs V Williams, Councillor Mr C Courtman-Stock, District Councillor Mr D Hugill and County Councillor Mr T Swales.

Apologies for absence were received from: Councillor Mrs E Griffin, Councillor Mr S Agar and District Councillor Mrs B Fortune.

Parish Council Meeting

The minutes from March's meetings had been circulated and were signed by the Chairman after being unanimously agreed as a correct record.

Police Report and Neighbourhood Watch

Disussed in AGM

Planning Decisions of Hambleton District Council

None

Planning Applications

15/00608/FUL Alterations to 31 Cooper Lane Potto.

The council was happy to see this approved, we received an email from the new residents thanking for our comments on the planning application.

Matters Arising from last month's meeting

- a) Emails from [REDACTED] - The Parish Council has been reported to the Informtion Comissioner (ICO) again by [REDACTED] as he is not happy with the response received to his email in January. An email has been sent to [REDACTED] [REDACTED] stating that PPC will not respond to any more emails regarding this matter.
- b) Footpaths – Dog fouling signs have been placed along the footpaths around Potto, asking people to pick up after their dog.

The street signs on Cooper Lane (houses with no numbers) Hambleton District Council were not aware they this had been missed and a new sign will be in place in a few weeks.

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- c) A copy of the latest Potto Newsletter will be published in the coming weeks.
- d) The defibrillator will be in place at Potto Village Hall shortly; it is being collected this week, but will need installing by a professional, as it requires a power supply.
- e) Emails received from Mr Stéphaney.
 - i) Council Tax – discussed the 49% increase.
A letter was sent to Mr Stéphaney explaining the increase. He thanked us for our response.
 - ii) Conservative Candidate – Mr Stéphaney was unaware of the change to Councillor Mr D Hugill. A letter was sent to Mr Stéphaney explaining we were also not aware of the change; he thanked us for our response.
- f) Complaint from [REDACTED], regarding Councillor Wilde, tribunal is in May.

Finance

- a) Community Account: £ 1,592.53
- b) Business Account: £ 3,004.88

Reports from County and District Councils

Discussed in AGM.

Village Hall

Minutes from the Village Hall meeting have not been recieved.

Correspondence

- a) Letter stating that all PPC candidates, need to submit their expenses, even if they are £NIL.

- b) Letter from RAF - An increase in air traffic from RAF Leeming from 13 – 24 April 2015.

The Chairman declared the meeting closed at 8.05 pm.

Next month's meeting date Monday 18 May 2015 at 7.15pm

**MINUTES OF THE ANNUAL ASSEMBLY FOR THE ELECTORS
OF POTTO HELD ON MONDAY, 20 APRIL 2015 AT 7.15 PM
IN THE VILLAGE HALL**

Present: Councillor Mr A Wilde (Chairman), Councillor Mrs V Williams, Councillor Mr C Courtman-Stock, District Councillor Mr D Hugill and County Councillor Mr T Swales.

Apologies for absence were received from: Councillor Mrs E Griffin, Councillor Mr S Agar and District Councillor Mrs B Fortune.

The minutes of last year's meeting had been signed as a correct record on 28 April 2014.

Matters Arising from the Minutes

None.

Police Report and Neighbourhood Watch

PCSO *** came and presented the below report:

Over the last month the following incidents have been reported –

30/03/2015 – Report of suspicious circumstances Cooper Lane Potto lights seen in fields. Police attend with negative gain of any suspects.

02/04/2015 – Report of the theft of Paraffin heaters in Potto. Police attend with negative gain from enquirers made.

OTHER BUSINESS –

PLEASE BE AWARE OVER THE LAST MONTH WE HAVE RECEIVED CALLS FOR 12 BURGLARIES FROM FARM PROPERTIES.

We urge all residents to keep buildings and outbuildings safe and secure at all times. PLEASE report any suspicious activity or vehicles to us on 101.

Financial Statement

- A statement of accounts for the year ended 31 March 2015 was presented by the Financial Officer as of the end of the financial year PPC had £6478 in its funds which included £3000 for Election contingency, £3000 for the unsurfaced portion of Cooper Lane and £450 in Grants etc for Cooper Lane. We spent more this year than had come in, however this was all budgeted for.
- Discussed possible village projects to make use of the excess money we have in our account.
- Roger Briesley has kindly agreed to carry out the internal audit again this year.

Chairman's Report

The Chairman read out his annual report. A copy will be circulated to councillors and posted on the website.

Annual Reports from County and District Councillors

County Councillor Mr T Swales reported that the North Yorkshire County Council (NYCC) has saved £96,000 over the past year, unfortunately this has meant a loss in staff. There is another £74,000 to be saved this next financial year.

Consultation between 3 local schools (Osmotherley, Swainby and Ingleby Arncliffe) to try keep all 3 open, this is including sharing a school name and uniform.

There are still 72 county councillors in North Yorkshire.

£160 was received from NYCC for grass cutting, even though PPC pays for this ourselves, this is the start of money being passed down to local parish councils.

Village Hall

The Village Hall Committee AGM will be held on 11 May 2015.

AGM CLOSED 7.45PM

**MINUTES OF MEETING OF POTTO PARISH COUNCIL HELD ON
MONDAY, 15 JUNE 2015 AT 7.15 PM IN THE VILLAGE HALL**

Present: Councillor Mr A Wilde (Chairman), Councillor Mrs E Griffin, Councillor Mrs V Williams, Councillor Mr C Courtman-Stock, Councillor Mr S Agar and County Councillor Mr T Swales.

Apologies for absence were received from: District Councillor Mr D Hugill.

Election of Officials

County Councillor Swales chaired the meeting, nominations for Councillor Wilde to continue as Chairman were received seconded and unanimously carried.

Nominations for the Clerk to continue as Financial Officer were received seconded and unanimously carried.

It was agreed that the Vice Chair role would be taken on a rota basis.

Parish Council Meeting

The minutes from April's meeting and AGM had been circulated and were signed by the Chairman after being agreed as a correct record.

There was no meeting in May due to the absence of councillors.

Police Report and Neighbourhood Watch

No report has been received from Stokesley Police. We will ask Mark Hardy for an update on the neighbourhood watch.

Planning Decisions of Hambleton District Councils

15/00608/FUL - Alterations to 31 Cooper Lane Potto – passed.

Planning Applications

15/00862/FUL - 9 Cooper Close replacement of existing conservatory.

Following discussions it was unanimously voted to recommend the application for approval.

Matters Arising from last month's meeting

- a) The Chairman has attended a tribunal of the Councils Standards Hearings Panel following a complaint made by [REDACTED]. The panel concluded that there had been no breaches of the Code of Conduct been found, and [REDACTED] allegations were not upheld. The Parish Council was to reach a final conclusion.

Councillor Wilde declared an interest and left the room.

The council discussed the case, and unanimously agreed that the Standards Panel's findings are true, and that the findings of the tribunal were accepted in full by Potto Parish Council.

- b) [REDACTED] has made a complaint to the ICO, he was referred him to the website as all minutes and agendas can be found on there.
- c) Footpaths – We have received a complaint from Mr Hardcastle stating that people are letting dogs off their leads on the footpath in his field. Someone has also broken the dog signs at either end of the footpath. Signs have since been replaced.
- d) Mr Preston – We will canvas the Potto residents in the newsletter for their opinions on how best to remember Mr Preston E.g. Bench, Trees, Road name change etc.
- e) The defibrillator is now working and is on the side of Potto Village Hall. Training courses have been offered in July for anyone who wishes to do it. The battery lasts 2 years, and monthly visual checks are to be carried out by PVH users. Thanks to Mr Elliott for sorting this for us.
- f) The grass verges have become very overgrown; Andrew Hutchinson has kindly cut them for us. We are rotating local contractors to keep things fair in the village.

Finance

Annual return

- a) Audit is kindly currently being carried out by Roger Briesley, which will then be sent off to PKF Littlejohn as soon as it is completed.
- b) Annual Governance – the annual governance statement was reviewed and agreed.
- c) YLCA renewal received £114.00 – agreed to renew.
- d) Insurance renewal received £193.34 – agreed to renew.
- e) Councillor Griffin has done some research on clerk’s salaries. Need to look at job description to investigate further and will liaise with the Chairman or other councillors.
- f) Current Account £1,592.53
Business Account £3,005.28

Reports from County and District Councillors

County Councillor Mr T Swales discussed the confederation of schools in the local area (Swainby, Ingleby Arncliffe and Osmotherley) they all have to few numbers and support is needed to keep all three open, the new confederation name will be Mount Grace Primary, with one head teacher.

North Yorkshire has 426 youngsters in care at the present time, this is the lowest number in a long time.

Village Hall

Minutes from the Village Hall meeting minutes have been circulated.

The next event will be a village is the Wine Tasting evening on Saturday 4 July 2015.

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Correspondence

a) Email from Mr Walker – the chairman will speak to him personally to discuss the sign.

Any Other Business

Councillor Courtman-Stock and Mark Hardy have been strimming the local footpaths. Apparently the footpath from next to Ann Wilsons to the bridleway is very overgrown and could do with strimming, one of the styles is very dangerous with barbed wire etc. It was agreed to contact the footpaths warden.

Councillor Courtman-Stock agreed to strim the bench on the way to Prestons. Discussed contributing to petrol costs as this is for the community and agreed that this was to be proposed.

The Chairman declared the meeting closed at 8:20 pm.

Next month's meeting date Monday 20 July 2015 at 7.15pm

**MINUTES OF MEETING OF POTTO PARISH COUNCIL HELD ON
MONDAY, 20 JULY 2015 AT 7.15 PM IN THE VILLAGE HALL**

Present: Councillor Mr A Wilde (Chairman), Councillor Mr S Agar and District Councillor Mr D Hugill.

Apologies for absence were received from: Councillor Mrs E Griffin, Councillor Mrs V Williams, Councillor Mr C Courtman-Stock and County Councillor Mr T Swales.

Parish Council Meeting

The Parish Council was not quorate.

The minutes of last month's meeting had been circulated, and will be proposed at next month's meeting if sufficient councillors are present.

Police Report and Neighbourhood Watch

Report from Stokesley Police;

There is nothing to report on over the past month. Noted about not leaving windows open on your cars when parked.

Planning Decisions of Hambleton District Councils

None

Planning Applications

None

Matters Arising from last month's meeting

- a) [REDACTED] –
- a. FOI complaint from [REDACTED], this has been resolved by the FOIC
 - b. Another request has been submitted for information on the times and dates of when agendas have been emailed out to councillors in the past 12 months.
- b) Street house number sign – Email from Mr Walker – He has asked the District Council take down the new house number sign.
- c) Footpaths – Councillor Courtman-Stock has kindly strimmed the grass around the bench on the road down to Prestons. The chairman has spoken to Hambleton District Council regarding the footpaths and is waiting to hear back.
- d) Register of interest forms have been completed by all councillors and returned to the council.

Finance

- a) Letter received by PKF Little John, regarding the returns, unfortunately our internal auditor has had a bereavement in the family and is away until further notice, so we

have no access to our documents at present and have informed them of the situation.

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- b) Invoices to be agreed at next month's meeting, as we are not a quadrate.
Grass cutting £172.80 and Potto Village Hall £180.00
- c) Councillor Griffin has done some research on clerk's salaries. Need to look at job description to investigate further and will liaise with the Chairman or other councillors. - ongoing
- d) Community Account £ 3,692.53
- e) Business Account £ 3,005.28

Reports from County and District Councillors

Discussed the confederation between Swainby, Ingleby Arntcliffe and Osmotherley Schools – it is the best way or all schools to survive.

District Councillor Mr D Hugill is a school governor at Bilsdale and Carlton Schools who are also run as a confederation, he was at a meeting last month and there is to be a full council meeting tomorrow.

Discussed the closure of Northallerton prison, the wall will come down and discussions are on-going for possible uses for the site. A consultation will happen in due time, however; two of the buildings on the site are listed and will have to stay as they are listed structures.

David has also been involved with the planning application process for the new potash mine.

Village Hall

The village hall has been approached by Hutton Rudby Scouts. They would like to have a permanent scout group at the village hall on a Monday evening. This will bring a lot of money into the village hall and fill the gap left by the closing of Swainbees Nursery.

The parish Council have been asked if they would change their meeting night – initial thoughts are for a Wednesday evening, however will email all the absent councillors to ask for their opinions.

The next Village Hall event will be the Potto Barbecue held on Sunday 30 August, and Pudding Fest will be on again this year in October.

Any Other Business

We are currently experiencing major problems with the TalkTalk email. The clerk is having to conduct emails solely on her mobile phone, as this is the only way to send, reply and forward emails.

Discussed an IT strategy for the Parish Council including, website, emails, computers and possibly putting internet into the Village Hall. Potto has high speed internet. Asked District Councillor Hugill if there are any grants for such things. He will look into this for us.

Discussed storage of information, iPads, printers 'cloud' technology etc as Hambleton District Council are asking everyone to upload minutes etc to their website – Will discuss further at next month's meeting.

The Chairman declared the meeting closed at 8:00 pm.

Next month's meeting date Monday 17 August 2015 at 7.15pm

**MINUTES OF MEETING OF POTTO PARISH COUNCIL HELD ON
MONDAY 17 AUGUST 2015 AT 7.15 PM IN THE VILLAGE HALL**

Present: Councillor Mr A Wilde (Chairman), Councillor Mrs E Griffin, Councillor Mrs V Williams and District Councillor Mr D Hugill

Apologies for absence were received from:, Councillor Mr S Agar, Councillor Mr C Courtman-Stock and County Councillor Mr T Swales.

Parish Council Meeting

The minutes of June and July's meetings have been circulated, the minutes of June's Meeting was signed and agreed as a true record. July's minutes will be signed at next month's meeting as councillors who were present at the meeting, are not present today.

Police Report and Neighbourhood Watch

Report from Stokesley Police;

There is nothing to report on over the past month. Noted about not leaving windows open on your cars when parked.

Planning Decisions of Hambleton District Councils

None

Planning Applications

None

Matters Arising from last month's meeting

- a) [REDACTED] – The FOI complaint from [REDACTED] has been resolved.
[REDACTED] has made another request for information under the FOIA requesting times and dates of when agendas have been emailed out to councillors in the past 12 months.
- b) Potto Parish Council Meeting Night - the village hall has been approached by Hutton Rudby Cub Scouts, they would like to have a permanent scout group at the village hall on a Monday evening. Potto Parish Council have agreed to move their monthly meeting to the 3rd Wednesday of each month. Clerk will update the website and inform the police etc.
- c) Footpaths – It has been requested that the grass is trimmed on the bridleway to Swainby, as it is getting very long. District Councillor Hugill informed us that the County council should be cutting this for us, it was agreed to contact them.
- d) Un-surfaced portion of Cooper Lane – purchased more cold-lay tarmac for the end of the road, however it was very poor quality. It has been returned and a better product will be purchased, and laid before the Potto annual BBQ.

- e) IT Systems – Digital Transparency Fund - funds available at end of august, however discussed that having a PC in the village hall would not be a good idea, as it would need monitoring, maintaining and updating. It is a possibly burglary risk also. Possibly just push for WiFi in the village hall, so that visitors can use it. Discuss further at next month's meeting.

New Transparency Code – Chairman will speak to Mike about making more documents available to the public on our website.

- f) Traveller Site – Walls and a roof have appeared in the traveller site. Rang Hazel Robinson regarding this, and she is aware of this, however he chairman is awaiting a call back. Councillors asked if there is anyone else we can go to about this, and discussed sending a letter of concern, the Chairman will follow up with HDC planning.

Finance

- a) Awaiting response from PKF Little John, regarding the returns, this will be in September at some point
- b) Invoices from last month's meeting agreed to pay - Grass cutting £172.80 and Potto Village Hall £180.00
- c) Councillor Griffin has done some research on clerk's salaries. Need to look at job description to investigate further and will liaise with the Chairman or other councillors. - ongoing
- d) Community Account £ 3,692.53
- e) Business Account £ 3,005.28
- f) Invoice received from Hambleton District Council for uncontested election £100.00 – agreed to pay.
- g) Cheque received for £160.66 for grass cutting in the Potto Parish.
- h) Information received regarding all business with >1 employees (clerk) require to pay a pension, however this will not be enforced for a while.
- i) Pride in Potto - £30 annual donation towards flowers for the village planters etc. And to thank for their hard work to make the village look beautiful.

Reports from County and District Councillors

District Councillor Mr D Hugill discussed that there is currently a trend for permitted development of barns being granted planning permission that can be turned into residential buildings, however they must have been used for agricultural use previously.

Village Hall

Potto Barbecue will be held on Sunday 30 August and Pudding Fest will be on again this year in October. A meeting of the Potto Village Hall trustees is required annually, this needs to be arranged.

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[REDACTED]

2 further emails have been received from [REDACTED]

1. Requesting a copy of the annual returns 2013/14 and 2014/15. We are unable to send the 2014/15 annual returns as they are currently with PKF Little John, the external auditors.
2. [REDACTED] sent an email stating that he is intending to raise an objection to the annual return claiming that the Parish Council is committing Fraud.

Any Other Business

We are still experiencing major problems with the TalkTalk email. The clerk is having to conduct emails solely via mobile phone, as this is the only way to send, reply and forward all emails and correspondence emails.

The Chairman declared the meeting closed at 8:15 pm.

Next month's meeting date Wednesday 16 September 2015 at 7.15pm

**MINUTES OF MEETING OF POTTO PARISH COUNCIL HELD ON
WEDNESDAY 16 SEPTEMBER 2015 AT 7.15 PM IN THE VILLAGE HALL**

Present: Councillor Mr A Wilde (Chairman), Councillor Mr S Agar, Councillor Mrs E Griffin, Councillor Mrs V Williams, District Councillor Mr D Hugill and County Councillor Mr T Swales.

Apologies for absence were received from: Councillor Mr C Courtman-Stock

Meeting Open to the Public

Sue Lawton and Gillian Bowman were present. They are members of Swainby & Potto Women's institute. They came to discuss how the WI was started 90 years ago, giving women an opportunity to socialise, share skills, teach and be a valued member of the community. They would like to do something special and give back to both communities. They have saved money and would like to donate a wheelchair to both Swainby and Potto, to be used by families in the community who may require a wheelchair for short periods or for visiting family members can access the community. They have done a lot of research on wheelchairs, and have purchased the best available for the price. They fold up, can hold a person of up to 18 stone and are light weight. Swainby PC insurance covers theirs, and hope ours does too, they keep theirs in the village hall.

Discussed the WI at length, and some of the great things they have done over the years. Thanked Sue and Gillian for attending, and will discuss further and check our insurance.

Parish Council Meeting

The minutes of July and Augusts' meetings have been circulated, the minutes of both meetings were agreed and signed and agreed as a true record.

Police Report and Neighbourhood Watch

Report from Stokesley Police;

Break in at Potto Village Hall. The door in the kitchen was broken into from outside the day after the village BBQ. Nothing has been taken; a new safer door has been fitted. It has been thought that it was potentially someone looking for 'takings' from the BBQ. People are to be vigilant and to report any suspicious behaviour.

The next Neighbourhood Watch meeting will be 7th October at the village hall.

Planning Decisions of Hambleton District Councils

None

Planning Applications

15/01823/FUL – Construction of a house behind 'The Old Orchard' on Cooper Lane. This is next to the Dog & Gun Pub car park. Access to the house would be via the pub car park *read out concerns from councillors*. Decided to recommend approval with comments.

Discussed parish plan, and how would this fit in. It is between Potto Farm and The Old Orchard.

Matters Arising from last month's meeting

- a) [REDACTED] – Has made another FOIA request for details of all of the Clerk's pay checks, expenses and petty cash. Councillor Williams has taken the lead on FOI matters as she has experience in these matters

It was noted that following checks with the FOI office, [REDACTED] cannot ask the clerk for this personal information.

- b) Footpaths – It has been requested that the grass is trimmed on the bridleway to Swainby, as it is getting very long.
- c) Un-surfaced portion of Cooper Lane – the last part of cold-lay tarmac for the end of the road has been completed.
- d) IT Systems – Digital Transparency Fund – Form has been received, however concerns were raised regarding having a PC in the village hall would not be a good idea, as it would need monitoring, maintaining and updating a laptop and wireless printer would be more appropriate. It was agreed that WiFi in the village hall, would be a positive move so that visitors and users can access it.

The recent government guidelines require more financial information available online. The Chairman has spoken to Mr Whitlock (who kindly does our website) if this would be able to happen – he said yes.

- e) Traveller Site – a new building has been erected contacted Hazel Robinson at HDC regarding this, and she is aware of this, it was originally part of the original application which was declined, however was passed at appeal. Discussed sending a letter of concern, the Chairman will follow up with HDC planning.
- f) The YLCA are providing planning training for Councillors in North Yorkshire, Councillor Agar would like to attend on behalf of the council. Agreed £115.00 training fee.

Finance

- a) The annual return was submitted to PKF LittleJohn Auditors and we were awaiting feedback.
- b) [REDACTED] has sent the auditors a 150 page letter of objection stating that the council is acting fraudulently. PKF Littlejohn have contacted us, stating that the additional work has currently cost the Parish Council £216.00 to deal with and the final fees may be substantially more.

The Parish Council has to respond to PKF Littlejohn by 30 September, the council can confirm that it 100% complies with the requirements of the audit.

- c) A request has been received regarding the annual donation to the upkeep of Whorlton Church yard. £250 in the budget for this – it was unanimously agreed to donate again this year.

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- d) Community Account £ 3,243.19
e) Business Account £ 3,005.65

- f) Insurance renewal quote received from Aon, we will query as they have given us two different figures on the quote. Ask them about the wheelchair donation, and if it is covered by the insurance policy.

Reports from County and District Councillors

District Councillor Mr D Hugill discussed the Stokesley and Villages regeneration group, projects in Stokesley area which villages may be interested in.

Also discussed Peter Jones – HDC Planning Leader, who is wanting to switch to a more automated planning structure, which will be more streamlined and quicker.

County Councillor Mr T Swales discussed the £5,000 community grant that each County Councillor has been given to allocate. Trying to 'match funds' for projects. This grant will be available for this financial year and next. The minimum project cost will be £300. If PPC would like some of this grant, we are to submit it to Tim's community project.

Discussed devolution, possibility of amalgamating Hull/York etc to become 'Greater Yorkshire' council structures would stay as they are.

Councillor Griffin raised the subject of Pot Holes. There are many in the Potto area, the state of the roads are deteriorating. County Councillor Swales said there are projects ongoing to permanently re-surface areas, and not just provide a 'quick fix' if people keep reporting pot holes online, it will get picked up and will be fixed.

Village Hall

Potto Barbecue was held on Sunday 30 August and went very well, we raised £516 profit for the village hall and wine tasting event raised £144. Carlton Colliers play will be on this weekend. Pud Fest will be on again this year on 17th October.

A meeting of the Potto Village Hall trustees is required annually, this needs to be arranged. Hutton Rugby cubs are now in Potto Village Hall and the scouts flag pole is on the wall.

Residents are encouraged to join the Facebook Group 'Potto Patter' to find out more about village events

Defibrillator training will be held on 1st October 7-9pm at the village hall.

Any Other Business

We are still experiencing major problems with the TalkTalk email. The clerk is having to conduct emails solely via mobile phone, as this is the only way to send, reply and forward all emails and correspondence emails.

The Potto newsletter has been completed, it gives information on the stell system, and it will be due an inspection in October. Dog fouling in the village is an issue raised in the newsletter and we would like suggestions for ways to remember the late Mr Richard Preston. Councillors and villagers have agreed to assist with the distribution to villagers.

The Chairman declared the meeting closed at 8:45 pm.

Next month's meeting date Wednesday 21st October 2015 at 7.15pm

**MINUTES OF MEETING OF POTTO PARISH COUNCIL HELD ON
WEDNESDAY 21 OCTOBER 2015 AT 7.15 PM IN THE VILLAGE HALL**

Present: Councillor Mr A Wilde (Chairman), Councillor Mr S Agar, Councillor Mrs E Griffin, Councillor Mrs V Williams, District Councillor Mr D Hugill and County Councillor Mr T Swales. Apologies for absence were received from: Councillor Mr C Courtman-Stock

Parish Council Meeting

The minutes of September's meeting has been circulated, and were unanimously agreed and signed as a true record.

Police Report and Neighbourhood Watch

Report from PCSO Peter Lewis at Stokesley Police;
Nothing to report in Potto, however there have been other incidents reported in the local area.
- 1000 litres of red diesel has been stolen from Hutton Rudby.
- A quad bike and strimmer have been stolen from Skutterskelfe.
- Daylight burglary in East Rounton, Appleton Wiske and Seamer.
- Mitsubishi 4x4 stolen from Swainby.
Routine patrols are ongoing, annual pro-active patrols and operation 'Bright' are up running again.

Planning Decisions of Hambleton District Councils

None

Planning Applications

15/02122/FUL – Moor Farm dressage ring. The application was discussed and it was noted that there was no mention of any lights to illuminate the ring on a night, we also need to ensure that the footpath is maintained. It was agreed to recommend approval with comments.

Matters Arising from last month's meeting

- a) [REDACTED] – The decision of the ICO regarding the FOIA complaint (FS50572254) made by [REDACTED] has been received. The chairman read the Decision Notice from the FIO which fully supports the Parish Councils response.
The ICO decision is as follows;
1. The complainant has requested information relating to a complaint he made. Potto Parish Council disclosed some information, explaining that it did not hold any further information.
 2. The Commissioner's decision is that the Council does not hold any further information and has complied with section 1 of the FOIA.
 3. The Commissioner does not require Potto Parish Council to take any steps as a result of this decision notice.
- b) [REDACTED] has made another FOIA complaint to the ICO, requesting copies of all correspondence with the auditors. Councillor Williams is dealing with this matter.
- c) [REDACTED] has made another complaint to the ICO regarding requesting details of all of the payments re expenses, salaries etc. paid to the Clerk. It was noted that this is personal data covered by the data protection act and [REDACTED] cannot request this information.

- d) Footpaths – It has been requested that the grass is trimmed on the bridleway to Swainby, as it is getting very long. Clerk has asked Councillor Courtman-Stock to have a look at this.

The wall supporting the bridge over Swainby beck, at the end of the Potto>Swainby Footpath has collapsed. Highways/Footpaths are looking into this, to assess its condition. It has been unsteady for a number of years and has been reported twice to NYCC.

- e) Un-surfaced portion of Cooper Lane – No invoice has been received for the remainder of the tarmac yet.
- f) IT Systems – Digital Transparency Fund – Our forms have been accepted, and they have asked a few questions. We were also informed that Microsoft Office would have to be purchased, as this would not be covered by the fund. It was agreed that WiFi in the village hall, would be a positive move so that visitors and users can access it.

The recent government guidelines require more financial information available online. The Chairman has spoken to Mr Whitlock (who kindly does our website) if this would be able to happen – he said yes.

- g) [Defibrillator](#) Training – This was very successful, and many villagers attended. There are a number of residents who have the code, however 999 should always be called before using the [defibrillator](#). Councillor Williams queried if it would be possible for annual/bi-annual refresher training.
- h) The YLCA are providing planning training for Councillors in North Yorkshire, Councillor Agar would like to attend on behalf of the council. Agreed £115.00 training fee.

Finance

- a) The annual return was submitted to PKF LittleJohn Auditors and we were awaiting feedback.
- b) [REDACTED] submitted a 150 page letter of objection to the Auditors stating that the council is acting fraudulently, the investigation is currently ongoing. PKF Littlejohn informed us that costs for the additional work required to investigate [REDACTED] complaint has currently reached £216.00 and the final fees may be substantially more and will have to be paid by the Parish Council.

The Parish Council responded to PKF Littlejohn, the council can confirm that it 100% complies with the requirements of the audit.

- c) Community Account £ 5,399.86
- d) Business Account £ 3,005.65
- e) Insurance renewal quote received from Aon, we will query as they have given us two different figures on the quote. Asked them about the wheelchair donation, and if it is covered by the insurance policy and also the [defibrillator](#).

Reports from County and District Councillors

District Councillor Mr D Hugill discussed the Stokesley and Villages regeneration group, projects in Stokesley area which villages may be interested in, discussed the possibility of 'Richard of introducing the renaming of the road to Preston's.

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County Councillor Mr T Swales had nothing specific to report, however discussed the £5,000 community grant that each County Councillor has been given to allocate. Trying to 'match funds' for projects. This grant will be available for this financial year and next. The minimum project cost will be £300. If PPC would like some of this grant, we are to submit it to Tim's community project. However, there are 12 councils that this can be shared over.

Councillor Griffin raised the subject of lorries going to the Preston of Potto depot are following their sat-navs and are coming through the village. There is no longer a 'No HGV' or 'Prestons' arrow at the Potto Hall crossroads anymore.

Village Hall

- a) The Minutes of the Potto Village Hall meeting have been circulated to councillors.
- b) The 'Great Potto Bake Off' was very successful. PPC Chairman won two categories this year!
- c) Pampered Chef and play event are coming shortly.
- d) A meeting of the Potto Village Hall trustees is required annually; this needs to be arranged before the end of the year.
- e) Residents are encouraged to join the Facebook Group 'Potto Patter' to find out more about village events.

Email from Mr Porritt.

An email was received from Mr Porritt who is concerned about the parking in the village. Mr Porritt suggested having double yellow lines through the village as he has had problems coming through the village in his tractor.

FOI request

A further FOI request has been received from [REDACTED] regarding information that the Parish Council have submitted to the auditors as part of their investigation. A response will be sent to [REDACTED].

Any Other Business

We are still experiencing major problems with the TalkTalk email. The clerk is having to conduct emails solely via mobile phone, as this is the only way to send, reply and forward all emails and correspondence emails.

When Councillor Williams first joined PPC, she received an email and letter from [REDACTED]. The email was also sent to all villagers, which was rather inappropriate to use people's personal data, which was collected for PPC business plans.

Traveller site – Councillor Wilde spoke to Hazel Robinson, the appeal for the site and 'stable block' was upheld at an appeal in London. The building is not to be habitable for people and it is strictly to be a stable, and not even have a toilet in. Hazel is keeping her eye on the site.

The possibility of a footpath to join up with the one at Preston's was discussed. Councillor Williams asked if we could see if there are any historic footpaths leading from Potto to Preston's or Potto depot, as this may be more likely to get 'Richard Preston Way' looked into. The alternative is to re-name the road

The Chairman declared the meeting closed at 8:15 pm.

Next month's meeting date Wednesday 16th December 2015 at 7.15pm

**MINUTES OF MEETING OF POTTO PARISH COUNCIL HELD ON
WEDNESDAY 16 DECEMBER 2015 AT 7.15 PM IN THE VILLAGE HALL**

Present: Councillor Mr A Wilde (Chairman), Councillor Mr S Agar, Councillor Mrs E Griffin, Councillor Mrs V Williams, District Councillor Mr D Hugill and County Councillor Mr T Swales. Apologies for absence were received from: Councillor Mr C Courtman-Stock

Meeting Open to the Public

Sue Lawton and Gillian Bowman from Potto Women's institute were present. The womens Institute is celebrating its centenary this year, giving women an opportunity to socialise, share skills, teach and be a valued member of the community. They marked the centenary with a number of projects, including local communities. They have raised funds throughout the year and presented Potto with a gift of a wheelchair. This is to be used by families in the community who may require a wheelchair for short periods or for visiting family members can access the community. It is an excellent asset to the community, it folds up, can hold up to 18stone and is extremely light weight. The chairman and councillors thanked the ladies for the kind donation.

Parish Council Meeting

The minutes of October's meeting has been circulated, the minutes of meeting were unanimously agreed and signed and agreed as a true record. There was no meeting in November, due to unavailability of councillors.

Police Report and Neighbourhood Watch

Report from PCSO Peter Lewis at Stokesley Police;
Suspicious vehicle were reported to have been seen in Potto village, twice in one day. Information passed to police.

Planning Decisions of Hambleton District Councils

15/02122/FUL – Moor Farm dressage ring – permission granted.
15/01823/FUL – Construction of a house behind 'The Old Orchard' on Cooper Lane – permission granted.
15/00827/FUL – Extension to building – permission granted.

Planning Applications

None

Matters Arising from last month's meeting

- a) A member of the public has made another FOIA complaint to the ICO, requesting copies of all correspondence with the auditors. The matter was discussed and it was agreed that no information was to be released while the investigation is ongoing.
- b) Audit complaint made by a member of the public, this matter is being dealt with by the appointed auditor PKF Littlejohn. PKF Littlejohn have informed us that the fees may run to around £1200.
- c) Complaints procedure, the Parish Council formally adopted a model complaints procedure from the YLCA to deal with any complains we may receive. This was unanimously agreed by the councillors.

- d) The chairman met with Sheena Spence from the YLCA today, to discuss a wide range of issues, the chairman reported that the YLCA had been very helpful.

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- e) Footpaths –The wall supporting the bridge over Swainby beck, at the end of the Potto>Swainby Footpath has collapsed. NYCC Highways/Bridges have inspected the site and are hopefully starting work in January.

Discussed possibly joining the current bridge and the old 'Potto Slack' bridge together to make a wider bridge which can be accessed by people with pushchairs.

Discussed obtaining road plainings to lay on the bridle path again, Mr Marsh said he would be able to spread them if they were supplied. We are currently waiting for a response from the council about getting road plainings.

- f) The bus stop sign near Preston's has rotted away and fallen over. The chairman has spoken to transport, and they will be replacing he sign with a metal one.
- g) IT Systems – Digital Transparency Fund – Our forms have been accepted and we have been granted £875 for WiFi in the village hall and a new laptop for use by the clerk.
- h) A Christmas tree has kindly been donated by Mrs Preston. It arrived today and will be erected at the weekend. Many thanks to Mrs Preston from the Councillors.
- i) The YLCA are providing planning training for Councillors in North Yorkshire, Councillor Agar would like to attend on behalf of the council. Agreed £115.00 training fee.

Finance

- a) The annual return was submitted to PKF LittleJohn Auditors and we were awaiting feedback, which will hopefully be in January 2016.
- b) A member of the public submitted a 150 page letter of objection to the Auditors stating that the council is acting fraudulently, the investigation is currently ongoing.
- c) Clerks Salary – ongoing, the YLCA said that the clerk's salary should be significantly higher than is at the moment.
- d) Invoiced
- i. Roger Brisley for internal audit £60.00 – agreed
 - ii. YLCA for files - £6.00 – agreed
 - iii. Andrew Hutchinson for grass cutting £172.80 - agreed
- e) Community Account £ 5,938.8
- f) Business Account £ 3,006.02

Reports from County and District Councillors

County Councillor Mr T Swales said that while Potto remains relatively crime free, there has been a lot of crime around the Osmotherley area recently and also some in Thimbleby so the public needs to remain vigilant.

Councillor Swales currently has £4000 grant money left in the community grant 'funds' that each County Councillor has been given to allocate. Discussed the possibility of working with the police to put up automatic car registration recognition cameras in the area. Councillors think this would be a good idea.

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District Councillor Mr D Hugill discussed that Nick Hill at Stokesley Police may have some funding also for the automatic car registration recognition cameras.

Discussed traveller sites, regarding the legislation of the definition of a 'traveller'. The district council are looking into this.

Also discussed the new recycling scheme, where all households will have 3 wheelie bins and all of the 'recyclable' material will be recycled, this should be rolling out in the spring.

Village Hall

The Minutes of the Potto Village Hall meeting have been circulated to councillors.

Correspondents

- a) An email was received from a member of the public regarding the stells in Potto, he has cleaned his stell, but the next part is full of debris. Upon recent inspection following the heavy rains, this has washed the excess debris and is flowing well.
- b) An email was received from a member of the public stating that the Parish Council is corrupt and costing the parish thousands.

The contents of the email were discussed at length and it was agreed that the allegations in these on-going correspondences were completely unfounded and extremely vexatious in nature. The contents of the correspondence are not correct and the assumptions made within them are also inaccurate.

It was also noted that the on-going personal attacks on the clerk by this member of the public are not acceptable the parish council has a duty of care for its employees and advice will be taken on the appropriate steps.

- c) Email from chairman from another council, querying how to get a better Parish website for their council. Referred to Mr Whitlock who kindly administers our website.

The chairman thanked the councillors for their time and efforts over the past year and wished everyone a Happy Christmas and a Happy 2016.

The Chairman declared the meeting closed at 8:15 pm.

Next month's meeting date Wednesday 21 January 2016 at 7.15pm