

**MINUTES OF MEETING OF POTTO PARISH COUNCIL HELD ON
WEDNESDAY 20 MAY 2020 AT 7.00 PM IN THE VILLAGE HALL**

Meeting Open to the Public

In line with current government legislation regarding social distancing etc the Parish Council Meeting was held remotely via TEAMS.

The Chairman explained the current restrictions and regulatory changes that have been put in place due to the ongoing Covid-19 pandemic.

Further the Annual Meeting and election of officials have been postponed to a time when the current restrictions are lifted.

1. Reminder by the Chairman of the Councils expectations for the audio or visual recording of this meeting

2. Apologies for Absence

Present: Councillor Mr A Wilde (Chairman), Councillor Mrs E Griffin, Councillor Mr J Greco, Councillor Mr S Agar and County Councillor Mr D Hugill

Apologies: received from: Councillor Mr I Macpherson

3. Parish Council Meeting

The minutes of March's meeting were discussed proposed, seconded and resolved.

4. Matters Arising from last month's meeting

- 4.1 Covid-19. Parish Council can either cancel meetings or use available technology to hold meetings remotely. The Parish Council is committed to continue to provide as normal a service as possible to the residents of the parish during these difficult times. A statement will be placed on the website and notice board regarding current situation.
- 4.2 PCSO Jones emailed the Police report which had been circulated to Councillors. No incidents have been reported. Discussed Dot-Peen marking, this is available free of charge from the police by contacting; snastokesley@northyorkshire.pnn.police.uk
- 4.3 Councillor Macpherson reported that he had spoken to Mr Dawson regarding the footpath in his rapeseed field, he confirmed that he will reinstate it. It was noted that the footpaths in the parish have probably been used more in the past two months than they ever have,

Meeting with Arrietty Heath was cancelled and will be rearranged possibly via video call to get things moving.

Swainby Parish Council. Have expressed an interest in contributing to the bridge over Swainby Ellers. County Councillor Hugill stated that work had been recently undertaken on a similar project in Hutton Rudby he will find out the details.

- 4.4 Policies and procedures; The following Policies and Procedures proposed, seconded and resolved;
 - Standing Orders
 - Risk review strategy
 - Publication Scheme
 - Data Protection Policy

- Retention of Documents Policy
- Transparency Code Check list
- Management of Unacceptable Contact Policy
- Unreasonable Complaint Policy
- Recording at Parish Council meetings

All have been agreed and added to the PPC website.

- 4.5 Annual Return Objections – no update available.
- 4.6 Parish Plan - Copy of progress spreadsheet to be added to the website. 70% ongoing items. Received more information on the village history from Mrs Cousins including newspaper cuttings. Potto Parish Council was 50 last year, including photos of the parish councillors from then and 25 years ago.
- 4.7 Speeding – The chairman has been in communication with Darren Griffiths at NYCC. Survey tubes are due to be installed on the 23rd March 2020 which will record the number of cars driving over 30mph. However due to Covid-29 this has been postponed * **Potto Parish Plan item 5*** Crathorne Parish Council is still keen to collaborate with us regarding speed cameras.
- 4.8 Councillor Macpherson has been speaking with Rob Winter at Restarting Hearts regarding moving the defibrillator to a more central point in the village (where the notice board is).
- 4.9 The work on the disabled access at Potto Village Hall is ongoing and hopefully will be completed by August. The ramp outside has already been completed.
- 4.10 Cloud Storage. – to be discussed next meeting

5. Report from County and District Councillors

Hambleton council decisions have been delegated to the Chief Executive, during this period decisions are made in conjunction with the leader. Activities at the councils are under pressure due to the current situation.

Covid-19 - some funding has been provided for making visors for the NHS at Blacksmiths Arms in Swainby. Fly tipping has been bad across the county due to tips being closed and staff being off work, most have now been removed. Northallerton recycling centre is open and Stokesley recycling centre has now reopened.

6. Planning Decisions of Hambleton District Councils

Ref. No: 19/00048/REFUSE - Revised submission of 18/00159/FUL for demolition of two smaller storage structures and reduction in height & conversion of existing large storage structure into one, single-storey, bungalow dwelling with integral garage and associated external alterations to provide new brick walls and tiled roof externally, new windows & doors, access driveway, gardens/curtilage behind 1 metre high boundary fence and new tree planting line.
REFUSED

Ref. No: 19/02587/FUL - Change of use of land to mixed use for the keeping of horses and as a residential caravan site for 5 caravans to include no more than 2 static caravans also construction of a storage barn and laying of hard standing - Land At Goulton Lane, Potto.
No update. It was noted that recently there has been 3 caravans on the site last week, but now there is 2.

7. Planning Applications

Ref. No: 20/00883/FUL - Proposed landscaped mound and additional screen planting - Land and Farm Buildings North of the Old Orchard, Potto.

Comments: at the weekend there was lots of noise from the site and many trucks accessing the site, fires burning of construction waste. It was also noted that this requires special planning permission, as the site was previously used for agricultural use.

8. Matters requested by Councillors

None

9. Finance

9.1 To approve the following accounts for payment:

PKF Little John	£240.00	Approved
YLCA annual fees	£128.00	Approved
Insurance	£204.28	Approved
Potto Village Hall donation	£1000.00	Approved

9.2 To note the following payments previously authorised – None

9.3 To receive bank reconciliation and budget comparison to March 2020

Community Account	£14,473.00
Business Account	£2,117.25

9.4 Discussed current spend V budget

9.5 Discussed the annual accounts for 2019-20 these were approved for submitting to internal audit.

9.6 Still having issues with Barclays Bank, unable to amend standing order for clerks pay from pay rises April 2018 an April 2019. We do not have permission to edit our standing orders on the online banking website, only make individual payments. The Chairman has started to gather information for possibly transferring to a different banking provider.

10. Correspondence

YLCA – White rose to circulate.

What do they know - Correspondence received from ICO stating we had not replied to correspondence from Mandy Thompson and Abdul Hai via 'What do they know.com' However they were using an email account which has not been used for 10+ years.

Discussed correspondence from another Parish Council regarding correspondence they have received. Forward to YLCA for guidance.

Member of the public – discussed correspondence from a member of the public.

11. Next Meeting

Current meetings will be held via video conference until such time as restrictions are lifted.

Next month's meeting date Wednesday 17 June 2020 at 7.00pm

The Chairman declared the meeting closed at 8.35 pm