

**MINUTES OF MEETING OF POTTO PARISH COUNCIL HELD ON
WEDNESDAY 28 April 2021 AT 7.00 PM REMOTELY VIA TEAMS**

Parish Council Meeting

In line with Covid-19 related government legislation and NALC Guidelines regarding social distancing etc. the Parish Council Meeting will continue to be held remotely via TEAMS.

Any member of the public wishing to join the meeting remotely can contact the Clerk for an invitation.

Due to the official period of mourning set out in the government guidance following the funeral of HRH Prince Philip the April meeting was rescheduled to the 28th.

Meeting open to the public

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

No requests to record the meeting have been received.

2. Apologies for Absence and approve reasons for absence

Present: Councillor Mr A Wilde (Chairman), Councillor Mr J Greco, Councillor Mr I Macpherson, Councillor Mrs E Griffin and County Councillor Mr D Hugill.

Apologies have been received for Councillor Mr S Agar.

3. Minutes of March's 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 currently either cancel meetings or use available technology to hold meetings remotely, however due to a recent high court ruling, the power to hold remote meetings will cease on the 6th May 2021.
- 4.2 Police Report – PC Jones emailed the April Police report which had been circulated to Councillors. Nothing to report.
- 4.3 Working together with Swainby Parish Council, Hambleton District Council and NYCC, Potto Parish Council have secured funding to replace and widen the bridge on the bridleway over Swainby Ellers. Invoices have been received from NYCC and paid; work is expected to start shortly. Communications from parishioner regarding concerns about the new bridge, councillors have spoken to him and he will be kept up to date by NYCC.
- 4.4 Awaiting further quotes for resurfacing the bridleway to Swainby. New marker posts needed on footpath past village hall. Councillor Macpherson has spoken with the dog warden and dog fouling signs.
- 4.5 Annual Returns – Discussed the Annual Return documents for 2020/21 and unanimously agreed. Discussed the year end accounts for 2020/21 and unanimously agreed. All information for the internal audit has been prepared and sent to the auditor to complete the internal audit.

- 4.6 Discussed the information requested by PKF Littlejohn for the audit objections made by a member of the public. It was noted that there was a large amount of data required to complete this request. The possibility of establishing a 'Parish Meeting' rather than Parish Council was raised, Councillor Wilde will look into this. Councillors expressed thanks to Councillor Wilde for his hard work.
- 4.7 Parish Plan – Nothing to update.
- 4.8 Traffic Calming – Crathorne, Potto and Seamer councils are arranging a meeting to discuss next steps forward.
- 4.9 Potto Village Hall –The minutes of the Potto Village Hall committee meeting have been circulated.
- 4.10 IT systems – Nothing to update.

5. Report from County and District Councillors

County Councillor Mr D Hugill reported that it's been a difficult year, with challenges for both Hambleton and North Yorkshire County Council, there has been a great deal of change and everyone has had to move to new ways of working. The council had over 3000 people working from home during the pandemic. David thanked all people who have worked tirelessly throughout the pandemic. David highlighted the following issues.

- 35 formal community support groups have been set up throughout the county.
- Adult care, 235 care settings in daily contact with County Council more planned.
- Children's services rated outstanding via Ofsted, first county in the country to achieve this.
- Broadband provision, edging nearly to 100% coverage.
- Local government reform, consultation now closed, minister to make a decision.
- Police and crime commissioner elections soon.

The parish council thanked County Councillor Hugill for his support throughout the year at both district and county level and his hands-on approach.

6. Planning Applications to consider and decide upon

- 6.1 Ref. 21/00962/FUL - Alterations and extension to dwelling to create first floor master bedroom, kitchen extension, new window openings new entrance porch and extension to garage including provision of new external cladding. Brook House Potto. Discussions around current erosion in the river near the house. Councillors recommended for approval; comments sent to Hambleton as closing date was before next Parish Council meeting.
- 6.2 Ref. No: 21/00613/FUL - Alterations at Goulton Beck Holiday Park to form an additional 12 Static Pitches. Goulton Beck Caravan Site Goulton Lane Potto. Comments sent to Hambleton as closing date was before next Parish Council meeting.

7. Planning Decisions of Hambleton District Councils

- 7.1 Ref. No: 20/02738/MBN – Land and buildings West of Rawcliffe, 46 Cooper Lane, Potto. Amendment Plan put in to HDC on 10 February and received this week by PPC. Application was rejected. Applicant will re-submit as a normal application later in the year.
- 7.2 Ref. No: 21/00001/REFUSE Appeal - Proposed landscaped mound and additional screen planting. Land and Farm Buildings North of The Old Orchard, Potto. Dismissed – discussions as concerns from a member of the public, encouraged to flag up to planning/environmental health at Hambleton.

8. Matters requested by Councillors

8.1 Review of Policies & Procedures;

Councillors reviewed and approved the following policies and procedures for 2021

- Standing Orders
- Financial Regulations
- Risk Management Policy
- Freedom of Information Policy
- Publication Scheme
- Retention of Documents Policy
- Policy on Recording Council Meetings
- Complaints Procedure
- Management of Unacceptable Contact Policy
- Data Protection Policy
- Unreasonable Complaint Behaviour Policy
- Risk Review & Strategy

8.2 Complaint against Chairman – A member of the public made a complaint to HDC about Councillor Wilde, this was rejected by the HDC Standards Committee.

The complaint was reviewed by councillors who agreed that there were no grounds for the complaint.

9. Finance

9.1 To note the following payments previously authorised.

Hambleton District Council – defibrillator works	£480.00
YLCA Annual Membership	£130.00
Professional membership for Clerks	£72.00

9.2 To receive bank reconciliation and budget comparison to April 2021.

Community Account	£ 7,469.72
Business Saver Account	£ 10,000.98

9.3 Budget review – First part of precept received.

10. Correspondence

The following correspondence were discussed and actioned;

- 10.1 YLCA Meeting. To be arranged.
- 10.2 Increased flying activity from RAF.
- 10.3 FOIA request received.
- 10.4 Email from Darlington & Stockton Times.
- 10.5 Email from a member of the public regarding the noise from Land and Farm Buildings North of The Old Orchard, Potto.

11. Any Other business

None

12. Next Meeting

Next month's meeting date Wednesday 19 May 2021 at 7.00pm

The Chairman declared the meeting closed at 8.45 pm