

**MINUTES OF MEETING OF POTTO PARISH COUNCIL HELD ON
WEDNESDAY 15 SEPTEMBER 2021 AT 7.30 PM AT POTTO VILLAGE HALL**

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. One member of the public was present. The chairman reminded councillors of the Covid-19 risk assessment for the meeting as well as meeting procedures.

2. Apologies for Absence and approve reasons for absence

Apologies received from: Councillor Mr J Greco and Councillor Mrs E Griffin

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

3. Minutes of August's Meeting

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

4. Matters Arising from last month's meeting

4.1 Covid-19 – following a high court ruling, the power to hold remote meetings ceased on the 6th of May 2021. The Parish Council is currently no longer allowed to operate remotely, however the situation remains in flux and will be monitored accordingly.

4.2 Police Report – PCSO Donald emailed the Police report for 17/08/2021 -13/09/2021 which had been circulated to Councillors. Nothing to report.

4.3 Footpaths, Bridges and Stiles.

Discussed one of the quotes from Coxton Brothers to improve the Bridleway (Road maintainable at public expense). Councillor Macpherson will query some points with contractor, Councillors agreed in principle pursuant to the Highways Act 1980, S43 to approve the expenditure, Councillors will arrange a meeting this week with contractor.

4.4 Annual Returns – Discussed the objections to the Annual returns. PKF LittleJohn received complaint, which they initially turned down, then received revised complaint from a member of the public.

4.5 Potto Parish Plan – Spreadsheet has been updated with completed and ongoing projects, will be added to the website.

4.6 Traffic Calming – Two signs will be purchased between the 3 villages; forms have been completed to arrange electrical hook-up points on lamppost within the village. Meeting was held on Friday 20 August 2021 and now with supplier.

4.7 Potto Village Hall – Monthly meeting minutes have been received and circulated. The annual village BBQ was on 29 August 2021, attended by over 130 people. Next event: George Egg, the DIY Chef, appears with his 'Movable Feast' on Saturday 9th October. The Catch has been rescheduled from last year and will now be on Friday 12th November.

- 4.8 IT systems – Councillor Wilde has spoken to the webmaster who currently administers our website. We are looking to have access and take over the responsibility for the Parish Council website. Agreed that the Clerk would complete some training – Date to be arranged.
- 4.9 YLCA Training was held on 7 September via TEAMS.
- 4.10 Internal Audit – Completed and now with YLCA.
- 4.11 Tree Planting – Councillor Griffin not present to give update.
- 4.12 YLCA has asked to amend previous meeting titles from 2019 as stated held in village hall, when was held via TEAMS. Agreed to amend.

5. Report from County and District Councillors

County Councillor Hugill discussed the proposed single tier unitary council, which will be split into 90 wards. Plan for Hutton Rudby to join with Potto, Swainby and Osmotherley ward. Making a difference award opening early, money available for suitable projects but we need to get requests in early.

Crematorium at Thirsk is taking shape and Northallerton former prison site visit will be taking place next week and Cinema will be built soon. Bridge over railway line at Northallerton is currently being built and planned to open mid-January.

6. Planning Applications to consider and decide upon

- 6.1 Ref: 21/01824/OUT - Application for outline planning permission with some matters reserved (considering access and layout) for a residential development comprising 2no four bedroomed dwellings and 1no three bedroomed dwelling served off a private drive. The Old Orchard, Cooper Lane, Potto - The Parish Council objects: Overdevelopment of the site. Up to 10 extra cars accessing the site.

7. Planning Decisions of Hambleton District Councils

- 7.1 Ref: 21/01624/FUL – Construction of an agricultural hay storage building. Brookside Farm, Potto - The Parish Council has no objections. **Granted**
- 7.2 Container land adjacent to Rawcliffe, Cooper Lane, Potto. No Update – Approached by members of the public for information. **Container has still not been removed.**
- 7.3 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. Flood prevention measures now submitted. **Awaiting Decision.**

8. Matters requested by Councillors

- 8.1 ICO Registration requirements. Following on from the training, went through website to see if requires to register. Answered 3 questions and no need to be register and pay fee, however agreed to join to be transparent and costs £35 annual fee. Agreed.
- 8.2 NALC Code of Conduct. Revised version to be circulated.
- 8.3 Councillor Greco has decided to step down from Potto Parish Council due to family commitments. We have contacted Hambleton Council to inform and awaiting forms to advertise for a replacement.

9. Finance

- 9.1 To note the following payments previously authorised.
Purchase of Software for PPC Website - Agreed
- 9.2 To receive bank reconciliation and budget comparison to April 2021.
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|------------------------|-------------|
| Community Account | £ 10,033.69 |
| Business Saver Account | £ 10,001.48 |
- 9.3 To provide draft precept – next month.
- 9.4 To note budget situation – Current finances OK.

10. Correspondence

To note correspondence received not specifically dealt with on this agenda;

- 10.1 Emails from members of the public.

11. Any Other business

None

12. To Confirm Date & Time of Next Meeting

Next month's meeting date Wednesday 20 October 2021 at 7.00pm

The Chairman declared the meeting closed at 8.30 pm