

**MINUTES OF THE MONTHLY MEETING OF POTTO PARISH COUNCIL HELD ON
WEDNESDAY 3 JULY 2024 AT 7.00 PM AT POTTO VILLAGE HALL**

3 members of the public were present.

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

No requests received.

2. Apologies for absence and approve reasons for absence

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

Apologies: Councillor Mrs E Griffin and Councillor Mr S March

The meeting is not quorate.

3. Minutes of May's meeting

The minutes of May's meetings were discussed, however cannot be agreed as today's meeting was not quorate.

Amendment minutes - Discussed grammatical change of a word and change of case numbers by ICO. Cannot be agreed as today's meeting was not quorate.

4. Matters Arising from last month's meeting

4.1 Police Report - received from PCSO Maguire. Nothing to report.

4.2 Footpaths, Bridges and Stiles - Councillor Macpherson discussed topsoil for around the jubilee bench. Verges are starting to get overgrown on footpath to Swainby. Discussed topsoil and wildflowers for round jubilee bench. Discussed a tree with possible ash dieback near bench.

4.3 Annual Returns 2022-23 - The Final Report and Certificate together with the Decision letter from PKF Littlejohn were discussed. It was noted that due to delays by PKF Littlejohn, the final report and certificate were received after the submission of the 2023-24 AGAR forms. An Action Plan to address the points raised will be prepared for the next meeting together with a response to PKF Littlejohn.

4.4 New Councillor - Due to the meeting not being quorate, we are unable to make a decision.

4.5 PIR Action Plan - The action plan was reviewed; it was noted that all points have been completed.

4.6 Urban grass cutting - Discussed grass cutting around footpaths.

4.7 Potto Parish Plan - Mid-term review due this year, discussed with Yorkshire Community First and have received a template from them. It was agreed to set up a midterm review meeting.

4.8 Traffic Calming - Speed sign is due back in Potto shortly. Applied for '20's Plenty' scheme, had to register speed findings. We are now on their list following submitting speed data.

4.9 ICO - Freedom of information requests and reviews, the following cases were discussed:

- EA/2024/0028, EJ/2023/0005, UA-2023-001873-GIA
- Decision Notice IC-282082 - J8W5 - No action to be taken by PPC.

4.10 Village Project - Discussed bench and costings already received. New resident of former Porrit's Farm is a Blacksmith, Council will approach for quote on a similar bench as a local supplier.

5 Report from Unitary Councillor

- Discussed consultation on waste bins.
- Discussed decision on home to school transport.
- Now 3 planning areas for North Yorkshire, new staff moved into positions.
- Discussed ownership of leisure centres within North Yorkshire.

6 Planning Applications to consider and decide upon

None.

7 Planning Decisions of Hambleton District Councils

7.9 Ref: ZB23/01873/CLP - Proposed use of houses, curtilages, land and grounds at Numbers 3 and 6 Potto Hall as two properties with private residential garden and curtilage. Potto Hall, Parson Back Lane, Potto. *Awaiting Decision.*

7.10 Ref: 22/00984/FUL - Change of use of land for the siting of 3 holiday chalets. Land to the south of Butcher Lane, Potto. *Awaiting Decision.*

8 Matters requested by Councillors.

- 8.1 Visit of Prime Minister - Rishi Sunak was present at the D-Day memorial celebration at the village hall and spent time speaking to parishioners.
- 8.2 Councillors Domain Name - all government organisations have been asked to use a .gov.uk email and website addresses. £100 grant towards moving to this. Cannot be agreed as today's meeting was not quorate.
- 8.2 Dog waste bin - bin near noticeboard is falling apart. Councillor Macpherson will look into getting a new one.

9 Finance

9.1 Barclays Bank has closed its premises in Stokesley and Northallerton. NatWest Bank looks best, will apply online.

9.2 To receive bank reconciliation and budget comparison to 03 July 2024.

- Community Account £ 5,623.59
- Business Premium Account £ 5,102.31

9.3 Budget - The current budget and expected expenditure were discussed.

9.4 Clerks Salary

10 Correspondence

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

10.1 Emails from members of the public.

10.2 Review of Correspondence.

11 Any Other business

None

12 To confirm date & time of next meeting

Next meeting date Tuesday 20 August 2024 at 7.00pm.

The Chairman declared the meeting closed at 8.10pm.