

**MINUTES OF THE MONTHLY MEETING OF POTTO PARISH COUNCIL HELD ON  
WEDNESDAY 17 SEPTEMBER 2024 AT 7.00 PM AT POTTO VILLAGE HALL**

1 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 S March, Councillor Mrs E Griffin, Councillor R Walker and County Councillor D Hugill.

Apologies: Councillor Mr I Macpherson.

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

4.2 Footpaths, Bridges and Stiles - Councillor March has cut back hedges on bridleway and added new surface topping in places where water accumulated.

4.3 Annual Returns 2023-24 - The response to the errors in the Final Report and Certificate together with the Decision letter from PKF Littlejohn were discussed.

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

4.5 Potto Parish Plan - Mid-term review was held on Wednesday 28 August the report will be prepared and issued for comment.

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

Discussed the recent accident at Potto Hall and the possibility of having a speed limit imposed.

4.9 Potto Village Hall.

- BBQ was held on 13 September and was well attended.
- Next Event: Charity lunch 13 October, in aid of Motor Neurone Disease.

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

- EJ/2023/0005
- EA/2024/0028
- IC-293418-Z2B3

- A review of a FOI request was carried out, it was agreed that an appropriate response was provided.

4.11 YLCA – A video conference was held with Councillors regarding a number of issues, discussions are ongoing.

## 5 Report from Unitary Councillor

Discussed “lets talk rubbish” and fly tipping of material along Parson’s Back Lane. Discussed District Heating Scheme. Leisure Centre consultation and accident at Potto Hall crossroads. Enquired about accessing help for Village Character Assessment.

## 6 Planning Applications to consider and decide upon

None.

## 7 Planning Decisions of Hambleton District Councils

- 7.1 Ref: ZB24/01315/FUL Demolition of existing single storey glazed conservatory and erection of new single storey orangery 58 Cooper Lane, Potto. GRANTED
- 7.2 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.*
- 7.3 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 Councillors Domain Name – ongoing.
- 8.2 Parish precept has been requested by North Yorkshire Council, a budget etc will be prepared.
- 8.3 District Heating Scheme – Questionnaires have been sent to parishioners by North Yorkshire Council.
- 8.4 Standards training – Slides have been circulated to Councillors.
- 8.5 Defibrillator was utilised at weekend. But it was not needed, it has been checked and reinstated.
- 8.6 Concerns were raised around use of traveller site near Preston’s of Potto. Amount of white commercial vans and static homes have appeared on site. Agreed to contact planning enforcement to ensure site is being used lawfully.

## 9 Finance

9.1 To receive bank reconciliation and budget comparison to 17 September 2024.

- |                            |            |
|----------------------------|------------|
| • Community Account        | £ 5,343.19 |
| • Business Premium Account | £ 5,121.39 |

9.2 Invoices:

- |   |            |                      |
|---|------------|----------------------|
| • PKF Littlejohn - AGAR Additional Work   | £12,797.70 | Contesting invoice   |
| • Jet Brains - Website Software           | £142.80    | Agreed               |
| • S&J Kidson - Hedge and grass cutting    | £105.00    | Agreed               |
| • North Yorkshire Council - Grass cutting | £128.52    | PO for reimbursement |

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

9.4 Clerks Salary – Agreed for September

**10 Correspondence**

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

10.1 Discussed Email correspondence and actioned responses.

**11 Any Other business**

None

**12 To confirm date & time of next meeting**

**Next meeting date Tuesday 15 October 2024 at 7.00pm.**

The Chairman declared the meeting closed at 8.15 pm.

DRAFT