

## AISLABY PARISH COUNCIL

Minutes of the proceedings of the Meeting of Aislaby Parish Council  
Held in The Parish Hall, Aislaby on Tuesday 27 April 2021 at 7.00pm pursuant to Summons

### Present:

Councillor D Potter (Chairman) in the Chair; Cllrs R Dobson, T Jefferson, L Hall, K Nellis, & A Varney

Also present were: V J Pitts (Clerk)

### There was no Public Session

Action  
by

#### 1 APOLOGIES FOR ABSENCE AND APPROVE WHERE REQUIRED

None

#### 2 TO IDENTIFY ANY ITEMS FOR DISCUSSION THAT MAY REQUIRE THE EXCLUSION OF THE PRESS AND PUBLIC

i) RESOLVED to Exclude Press & Public from whole of Item 15 in order to consider professional legal advice and personal resident data

#### 3 DECLARATIONS OF INTEREST

i) Members to declare any personal, pecuniary or prejudicial interests they may have in the following items that are not already declared under the council's code of conduct or members' Registration of Interests: Cllr RD for Item 10i & iii

ii) To consider and approve Dispensation requests for items on the agenda that if without the dispensation the number of persons prohibited from participating in any particular business would be so great a proportion of the body transacting the business as to impede the transaction of the business: None

#### 4 POLICE MATTERS

i) To receive any reports from the Police: No police representative present and any reports received had been circulated.

#### 5 MINUTES

- RESOLVED to approve and sign the minutes of Aislaby Parish Council meeting held on the 3 November 2020

VJP

Noted that scheduled meeting on 5 January 2021 was cancelled following Covid19 Lockdown statement on evening of 4/1/21; 2 March 2021 deferred to April and May to be rescheduled to later in the month.

#### 6 REPORT ON MATTERS ARISING FROM PREVIOUS MEETING

The following ongoing issues were discussed and decided upon:

a) *Footpath adjacent Garth 15 reported to NYMNPA for strimming* - noted passable, though not for much longer. Noted email from NYMNPA advising difficult as enclosed by fences, but in work plan to clear.

#### 7 BOROUGH, COUNTY & REPRESENTATIVE REPORTS

No Cllrs present

i) To receive reports from Parish Council Representatives on recent meetings (if applicable): None

ii) To receive reports from Borough and County Councillors on relevant items (if applicable):  
a) To note various email correspondence received from Cllr D Chance regarding NYCC Coronavirus policy implementation

#### 8 PLANNING MATTERS

The following were discussed and decided upon:

##### 1 NYMNPA

a) *Land at Toft House Caravan Site, Main Road, Aislaby NYM/2020/0757/FL - Construction of 2 self build local occupancy dwellings with associated driveway, garage/parking, amenity spaces and landscaping works:* Under delegated power the Clerk reported comment to

VJP

NYMNPA of No Objection to this application, following e-consultation with Cllrs and receiving quorate majority response

b) *Land at Toft House Caravan Site, Main Road, Aislaby NYM/2020/0757/FL - Construction of 2 self build local occupancy dwellings with associated driveway, garage/parking, amenity spaces and landscaping works:* Following NYMNPA Planning Committee on the 3/12/20 decision deferred in order to allow for a site visit on 6/1/21 - rearranged to 30/3/21 due to Covid19 lockdown. PC unable to attend due to timing issues.

c) *24 Egton Road, Aislaby NYM/2020/0942/FL - Application for alterations, construction of first floor extension and balcony - unable to respond due to deadline*

d) *Lodge Farm Woodland Creation Consultation - to consider NYMNPA proposed woodland creation project for a new broadleaved pasture:* RESOLVED no objections

e) *2 Egton Road Aislaby NYM/2021/0015/FL & NYM/2021/0016/LB - Application for installation of 7 no. replacement timber windows & Listed Building Consent for alterations - unable to respond due to deadline*

f) *NYMNPA Management Plan Consultation Review - to decide on any feedback response*

g) *Woodleigh House NYM/2021/0140/WTM - Works to Trees in Conservation Area (Single Horse Chestnut Tree) - to note NYMNPA granted permission*

## 2 SBC

a) *None*

Note that residents can respond individually and access documents. Planning Applications can be viewed on line at:

NYMNPA:

<http://planning.northyorkmoors.org.uk/Northgate/PlanningExplorer/ApplicationSearch.aspx>

Or via the Parish Council Website: <https://aislabyparishcouncil.wordpress.com/>

## 9 PARISH MAINTENANCE

The following were discussed and decided upon:

a) *Ongoing Maintenance of Public Toilets:*

i) *Cllr RD to update on any general maintenance repairs undertaken or required and decide if any further action to take:*

a) Turned water off at weekend when extreme cold

b) unblocked urinal

c) Noticeboard fitted in toilets for safety notices etc

ii) *To receive update on window replacement project - completed and look good*

iii) *To receive, discuss and decide on quotations if received, and whether to progress project:* Following discussion to note that quotes not obtained yet;

however, no rush to undertake work and hence no rush for quotes. Quote costs will determine priorities. Work likely to be undertaken end of year. RESOLVED to discuss further when quotes obtained

A) *Removal of urinal in gents, re-plaster wall and replace with modern waterless urinal bowl*

B) *Replace 3 toilets (2 ladies, 1 gents) and associated pipework with handle flush cistern*

C) *Smooth plaster over interior walls ladies & gents and paint*

D) *Repaint exterior doors*

b) *Monitoring of Footpaths:*

i) *Cllr DP to report on any issues relating to footpaths within the parish boundary and decide if any action to take:* noted all paths OK at moment

ii) *Following complaint by residents, Clerk has contacted NYMNPA regarding potential signage to reduce dog fouling on Woodlands Footpath*

iii) *Following complaint by member of public regarding Featherbed Lane spring/drainage issues during heavy rain periods, Cllr DP investigated and advised to monitor rather than report to NYCC. To decide whether any action/reporting needs to undertaken?* Located 30 yards up from bottom near tree on right as ascend. Noted when rainy/wet torrent gushes towards road - either spring or drain burst. RESOLVED to monitor. RESOLVED to report to NYCC 'paths' to investigate

c) *Garths*

i) *Garth No 1 Boundary Wall - to note stone wall completed and fencing between tree stumps outstanding, and to decide further actions as required:* Note all works now completed. Area where trees taken down now reverting to nature and has become a haven for biodiversity with several flowering species been identified. Photo for file taken by Cllr RD. RESOLVED to send letter to tenant to keep area rewilding as positive biodiversity impact

VJP/RD

VJP

VJP

- ii) to receive, review and decide on quotations for undertaking Garth boundary marking:* Noted received 2 quotes out of 3. RESOLVED to proceed with Tritech Ltd at £1100.00 plus VAT. Clerk to write to landowner surrounding Garths. Working Group of Cllrs DP, TJ & LH to check in with contractors on day, once known **VJP**
- iii) to receive, review and decide on proposed draft Garth Licence for new tenants going forward -* RESOLVED to approve amended Garth Licence for Type 2 and to insert amendments into Type 1 Licence for all new tenants **VJP**
- iv) Spring Garth Monitoring Check - to receive and consider report by Cllr Working Group and any actions to be undertaken:* Report received and discussed. RESOLVED to obtain estimates for new gate to Garth 15 **VJP**
- d) *Tree on Land Adjacent 2 Egton Road -*
- i) to receive, consider and decide upon any quotations to undertake works, if received and to note Clerk to progress with application to NYMNPA for approval:* Noted Cllr RD had undertaken emergency work to tree following heavy snow damaging branches. RESOLVED to proceed with Hinchliffe at £280 to undertake "topping", Clerk to submit application to NYMNPA and explain emergency work already undertaken **VJP**
- e) *Grass verge cutting/strimming within Aislaby - to review and consider current contract, frequency/areas covered and monies paid, and taking into account SBC Model Agreement Funds received & potential NYCC Grant Funding:*
- i) NYCC Urban Grass Cutting:*
- a) Note Clerk advised NYCC on 29/1/21 that under review and hopeful that would decide by April 21; however, in meantime NYCC to assume that unless PC writes and confirms commitment to undertake that it will not be undertaking the work in 2021/22 season.*
- b) to review and decide on whether to undertake strimming of NYCC funded visibility splays/urban grass cutting (2021 season: 7 pence per m2 (2060 sqM) for 5 cuts with T= £269.75) - see map.:* RESOLVED for NYCC to undertake urban grass cutting - Clerk to inform NYCC **VJP**
- ii) to review and decide on areas to be strimmed/cut and frequency within the parish by the parish council - and whether alternative options are available for verges ie wildflower areas that are not covered by the NYCC urban grass cutting. To note that following decision Clerk will obtain estimates for consideration at future meeting:* RESOLVED to obtain a price per cut for strimming village green, war memorial and land adjacent 2 Egton Road, Toft (Croft) Corner. To start May to end Sept/start October. To decide whether once a month or every 6 weeks when review quotes. RESOLVED to obtain estimate for cutting grass verges from end of 30mph to parish boundary, once a year at end June/start July **VJP**
- f) Benches - to review and decide what work needs to be undertaken in 2021 and to note will need to go out for estimates as longstanding contractor no longer able to undertake:* following discussion: Noted Cllr RD had resolved wobble of seat near War Memorial. Following discussion RESOLVED to: monitor Woodlands Oak seats as considered to be naturally weathering; clean seat near War Memorial; clean and preservative 3 seater wood Aislaby side, Moor Lane seat, Featherbed Lane seat; monitor Aislaby side 3 seater wood seat for when needs replacing in future. Remaining seats okay. **VJP**
- g) NYCC Highways Issues:*
- i) Toft Corner - water on highway:* Clerk reported to NYCC and they advised that Yorkshire Water still to complete repairs, they also noted that evidently water seeping onto highway from nearby caravan park. However, further work completed on draining flooded area into ditch. RESOLVED to monitor when rains **DP**

## 10 FINANCE

The following was discussed and agreed upon:

- i) To note payment schedules for Jan to March 21 circulated to Cllrs with chqs for signing - to approve retrospectively:* RESOLVED to approve **VJP**
- ii) Clerk's Homeworking Allowance - to discuss and approve Clerk's proposed change in processing:* RESOLVED to approve **VJP**
- iii) To receive the payment schedule and approve payment of the invoices detailed:* RESOLVED to approve **VJP**
- iv) Garth Fines - Cllr K Nellis handed over to Clerk in Jan 21 full amount of £110.00, banked March 2021*
- v) To review and approve updated 3 year Budget:* RESOLVED to approve **VJP**
- vi) To retrospectively approve 2021/22 Precept based on SBC Precept Calculator - following e consultation consensus to approve SBC contingency to use status quo absolute value (£) of precept from 2020/21 (£2200.00):* RESOLVED to approve **VJP**
- vii) Review and approve revised Asset Register:* RESOLVED to approve **VJP**

- viii) *AngloAmerican 2020/21 Report on Total Certain Rent - note to be paid Dec 20, March 21, June 21 & Sept 21 @ Quarterly payment of £180.92*
- ix) *AngloAmerican - Received Remittance for £180.92 for December 20 & March 21 payments*
- x) *Note Northern Powergrid wayleave payment of £5.86 in respect of R7629/Aislaby-banked March 2021*
- xi) *SBC Model Agreement Expenditure 2020/21 - Note completed form returned to SBC*
- xii) *VAT126 2020/21 - note unable to submit form for reimbursement of VAT for non business activities for £62.22 due to service unavailability and obtaining error message. Clerk written to HMRC with details!*

## 11 PARISH PLAN

The following was discussed and decisions made as follows:

- a) *Further Response/Feedback from Stronger Communities Resident Open Session on 13 July 2019 -to receive further update and decide on any actions required: Nothing further received*

## 12 PARISH POLICY

To consider the following and decide actions where necessary

- i) *To review and approve Social Media Policy: RESOLVED to approve* VJP
- ii) *LGA New Code of Conduct (approved by NALC) - to decide whether to adopt and replace its predecessor from 2012: RESOLVED to approve* VJP
- iii) *Review and approve COSHH Register for Public Conveniences: RESOLVED to approve* VJP

## 13 CORRESPONDENCE

The following correspondence was received and decisions made as follows:

### i) For Information ONLY

- a. To note general correspondence circulated by email to Cllrs
- b. To note SBC Local Government Reorganisation Consultation circulated to Cllrs - unable to respond due to deadline
- c. To note NALC/CSPL consultation on Code of Conduct circulated to Cllrs - unable to respond due to deadline
- d. To note SBC Census information circulated to Cllrs
- e. NYCC Budget Consultation circulated to Cllrs - individual response
- f. Approach by resident regarding permission to erect a Christmas Tree within village - Clerk responded and advised to liaise with Aislaby Parish Hall as they have offered use of Jubilee Garden for residents to erect a tree upon
- g. Bannial Flat Memorial (at A169 roundabout) - for information at this stage, Whitby Town Council trying to ascertain responsibility for upkeep due to significant importance to area and will contact in due course with further details once known
- h. YLCA Survey on the views of Council on the power to hold remote meetings ie to petition government to make it a permanent option for councils post Covid - unable to respond due to deadline
- i. North Yorkshire Unitarisation Consultation - deadline 19 April 2021: unable to respond due to deadline, but circulated to Cllrs for individual responses, also posted on PC website
- j. Woodsmith Mine - note AngloAmerican undertaking airborne geophysical survey March/April
- k. British Library Legal Deposit Office - note Clerk sent copies of all known publications since 2004 as required by legislation
- l. HRH Prince Philip Duke of Edinburgh- deceased 9/4/21: to note following notification Clerk uploaded statement of condolence to the parish council website

### ii) For Decision

- a) *Affordable Housing: to receive and consider latest communication from NYMNPA/SBC Affordable Homes Enabler, if applicable, and decide what further action if any is required: Response from SBC read out. RESOLVED not to join survey with Egton to be included in Egton development area, but to request an Aislaby survey for a development in Aislaby.* VJP

## 14 PARISH COUNCILLOR VACANCY

- i) To note received letter of resignation from Wendy Scarth 24/11/2020
- ii) Casual Vacancy Notice was published 1/12/2020 with 14 days deadline for 10 electors of the parish to call a by-election - notification received from SBC that no

VJP

- election called and parish council to proceed to Cooption.
- iii) Cooption Notice put up with deadline of 26 February 2021 elicited no response. Next deadline 28 May 2021 for consideration at next applicable meeting
  - iv) *To consider applications for the co-option of parish councillor - n/a*
  - v) *To vote on who to co-opt - n/a*
  - vi) *Upon co-option the Cllr to sign the Declaration of Acceptance of Office, if present, if not present to decide when the Declaration should be signed to validate the co-option - n/a*
  - vii) *To note positions not filled will be re-advertised - deadline 28 May 2021 already in place*

**15 GARTHS/Common Land/Village Green**

*The following were discussed and decisions made as detailed:*

i) *York Potash - Minerals:*

- To receive, consider and decide on any correspondence from York Potash regarding the lease of Minerals in N Yorkshire, and to consider the related advice from the Parish Council's Solicitor on this matter, if applicable - nothing to report

ii) *Garth No 6:* to receive update on Land Registry Registration (if applicable) and decide if any further action required - nothing further to report

iii) *Garth Occupation/Vacancies & related issues -*

*a) if applicable consider any updates on occupation/vacancy and associated legal advice if received on any outstanding matters - not applicable*

*b) Garths 6, 14, 15, 16 & 17 - update on Notice to Quit - Noted signed acknowledgement received. RESOLVED to write and advise that interested party needs to write and express interest in taking on the tenancy of these Garths*

**VJP**

**16 DATE OF NEXT MEETING**

a) RESOLVED next meetings will held at The Parish Hall Aislaby as follows:

- 7.00pm Tuesday 25 May 2021 for the Annual Parish Meeting followed at 7.05pm for the ordinary meeting of Council, which will be immediately followed by the Annual Meeting of the Council. There will be no public session
- Further meetings will be decided at the May 2021 meeting

**VJP**

Meeting finished at 815pm

Chairman

Dated