

LINTON ON OUSE PARISH COUNCIL
Minutes of a Meeting of the Parish Council
 held on Tuesday 8th September 2015 at 7.00 pm
 in the Village Hall Linton on Ouse

N^o Present

Cllr. Croft (Chairman), Cllrs. Goodridge, Keegan, & Kirby, Lucy Pope (Clerk).

15-0077 Apologies for Absence

Cllr. Lund, County Cllr. Patmore, District Cllr. Rooke, M Lumsden (RAF).

15-0078 Councillors' Declaration of Interest

None received.

15-0079 Minutes of the Previous Meeting

The Minutes of the Meeting held on Tuesday 11th August 2015, having been previously circulated, had a minor amendment made to item 15-0066 and then were approved and signed by the Chairman.

15-0080 Actions from Previous Meeting

This is a new standing agenda item to ensure actions progressed and closed when complete. Actions outstanding from previous meetings were also reviewed on this occasion.

- Moles on the playing field: Cllr Kirby advised that he had cut the grass to level the molehills and then the intention had been that Cllr Rooke would clear the moles. Cllr. Kirby will liaise with Cllr. Rooke to progress.
- Archiving: Jan Jauncey has volunteered to assist the Clerk in reviewing old files to identify which can be disposed of and which should be retained and archived.
- Allotments: the Clerk is still to arrange an initial planning meeting regarding the new allotments – this will be organised within the next couple of weeks.
- Policies: the Chair confirmed that a “policies” button has been added to the Linton website. Once the Clerk has collated and reviewed all current Parish Council policies and Standing Orders to ensure that they are relevant and up-to-date she will arrange for them to be uploaded to this new button for anyone to view and access.
- Parish Council Contractor public and employee liability insurance: see item at 15-089.1 below.
- Stephenson's Buses: the Clerk has been in touch with Stephenson's who have confirmed that their buses will always stop on request to pick up or drop off outside the elderly bungalows but only when safe to do so and when the bus can pull in right to the kerb. If impeded by parked cars etc the bus is not allowed to stop.
- Speed camera van: the Clerk advised that there is no way to directly request deployment of the North Yorkshire Police Safety Camera vans. Instead, as per the North Yorkshire Speed Management Protocol developed through the county's 95 Alive Road Safety Partnership a speed concern referral form (available on the NYCC website) has to be submitted to a single complaints point. This will then be assessed by the local area highways office and the local road safety partnership who will make a decision about the most appropriate action to be taken which can, but not always, include deployment of the mobile safety camera vans.
- CCTV: the Chair advised that the electrician has been delayed and will not be installing the new CCTV system in the Village Hall until 23rd September.
- Defibrillator installation quote: the Chair advised that the electrician installing the CCTV will be providing a quotation for the defibrillator's electrical work too.
- No dogs sign: the Chair has purchased a new sign which will be affixed to the playground gate by

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Cllr. Brama and Dave Pattison.

- Playing field bin: the Chair will investigate obtaining and installing a larger bin.
- Playground bird deterrent apparatus: Cllr. Goodridge advised that he had installed some apparatus to the playground equipment that morning.

15-0081 Public Forum

Mr Albert Moorcroft of Alma House, Main Street informed the Council that ever since the road was resurfaced outside his house in early spring this year, the road and his driveway have repeatedly flooded effectively marooning his house. It would appear that the gully drains have not been reinstated since the resurfacing albeit they have been marked out. Mr Moorcroft has contacted NYCC repeatedly since March but still no action to reinstate the gullies has been undertaken. The Chair assured Mr Moorcroft that the Parish Council will contact NYCC on his behalf and endeavour to get the problem resolved as soon as possible.

ACTION: Chair to contact NYCC Highways

Mrs Kirby advised Council of a recent article in the Easingwold Advertiser about the changes that NYCC are making regarding the provision of grit bins: from now on there will be an annual charge of £75 charge which will include 2 refills however any further refills thereafter will each incur an additional charge of £50.

Mrs Kirby also informed the Council that she has discovered that the flu clinic that Tollerton Surgery usually holds each year in Linton will not be being held in the village this year. Mrs Kirby has confirmed this with Tollerton Surgery who have advised that the District Nurse will visit individuals who cannot get to one of the flu clinics being held in alternative villages.

ACTION: Clerk to write to Tollerton Surgery to express the Parish Council's concerns and to request reconsideration of the decision to not hold a flu clinic in the village

Mrs Kirby advised the meeting that there has been a spate of burglaries in various villages in the locality including Poppleton and Rawcliffe.

Mrs Kirby also prompted that it will soon be Remembrance Day and it would probably be advisable to contact the RAF with any requests that the Council may have for RAF support of the day, but Mrs Kirby is also very willing to help on the day too.

15-0082 County Councillor's Report

In the absence of County Cllr. Patmore no report was received at the meeting.

15-0083 District Councillors Report

In the absence of District Cllr. Rooke no report was received at the meeting.

15-0084 RAF Liaison Officers Report

Patrick Lewis-Brown started by thanking the Parish Council for the financial contribution towards this year's summer program which 35 children attended. The RAF are looking to extend the programme next year from one to two or even three weeks in length. There are various community projects coming up in the near future: the Lego and Duplo 6 week program on the base for pre-school children: dates for the program have not been fixed yet but as soon as known the Parish Council will be updated. A second WEA course will start on 22nd September: this is an educational opportunity for all community and already has a full class of 15 attendees signed up. A third class will start in January 2016 running until March: this will be on practical parenting and helping attendees understand current teaching methods such as phonetics. WEA are also doing some engagement activities and were at the fete last Saturday giving out leaflets on activities. Patrick has strived to

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ensure that the community is not left out of activities and to continue to build better relations between the base and the community of which the current Station Commander is very supportive.

15-0085 Clerk's Report and Financial Matters

15-0085.1 The Clerk gave her general report and advised that she still needs to be added as the main contact and signatory for the Parish Council's bank accounts. To do this a paper mandate change form signed by all current signatories needs to be completed: the Clerk has prepared this form and it is ready for signature. There are however currently only two signatories for the Parish Council bank accounts (Cllr Croft and Cllr Bramma): the Clerk suggested it may be advisable to add some additional signatories to the accounts to enable greater flexibility. Council agreed that Cllr. Kirby and Cllr. Keegan should become signatories too.

ACTION: Clerk to prepare relevant forms to add Cllrs. Kirby and Keegan as signatories; also to submit a paper mandate change form to amend the main contact on all bank accounts to the Clerk

15-0085.2 Payment of the following accounts was approved:

- Green Gardens £55.00
- PKF Littlejohn (external auditor) £120.00
- Hambleton District Council, for election expenses £100.00
- Chairman's expenses, no dogs sign £48.54
- Yorkshire Ambulance Service, for defibrillator equipment & training £1699.00
- Gross Salaries August 2015 £479.17

15-0086 Planning

Council considered the following applications received from H.D.C.:

15-086.1 Works to Trees by Tree Preservation Order 1998, No 10, Chestnut Cottage, Main Street, Linton on Ouse, Mr T Johnson, **15/01915/TPO**.

Council recommended approval of this application with no further comment.

15-0087 Highways

It was noted that the Community Payback Team has recently been and cut back the vegetation along Linton Woods Lane for which Councillors expressed their gratitude. The Team will be doing further work in the village on 20th September.

15-0088 Correspondence

The Clerk reported that the following correspondence had been received all of which had been electronically circulated to councillors prior to the meeting:

- Came & Co, insurance policy renewal notice

ACTION: Clerk to contact Came & Co to clarify extent of insurance coverage and why the no claims bonus is being removed when no claims have been made

- Hambleton District Council re S.106 funding
Council agreed a date for a meeting to discuss the S.106 funding as 20th October 2015
- NALC re government funding for parish council websites: noted
- YCLA, Public Contracts Regulations 2015 Amendments to Standing Orders: noted
- YCLA, Councillor Skills training: noted

15-0089 New Items

15-089.1 Parish Council Contractor public and employee liability insurance: the Clerk advised that she has researched the Council's responsibilities and has established that, while no specific

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requirement to do so, it is recognised as good practice for the Parish Council to always request a copy of any contractor's public and employer liability insurance. The Clerk advised that such matters would normally be identified as part of a Risk Identification and Management; it appears that there actually is a requirement under the Accounts and Audit Regulations for the Parish Council to have a such a process for identifying and managing risks which the Council does not appear to have at present. The Clerk recommended that a Risk Identification and Management process is developed immediately Councillors agreed with this recommendation.

ACTION: Clerk to develop a risk identification and management framework and procedures

15-089.2 Neighbourhood Watch Scheme – Chair has been approached by various members of the village about whether there should be a scheme. There used to be one but it ceased a few years ago. There was general consensus that restarting the scheme would be a good idea and to try and include the RAF Police too.

Cllr Kirby reported that there was a burglary locally where a significant amount of commercial equipment was stolen. It appears too that there have been several burglaries in some other local villages recently where similar equipment was stolen.

ACTION: Clerk to research process to set up a new scheme

15-0089.3 Beech Tree Court drainage issues. The Chair reported that some residents in Beech Tree Court had experienced some drainage problems during the recent storms. It would appear however that the local Sewage Works suffered a power cut at that time with operation not able to be reinstated until the following morning which it was agreed may have contributed to the problems. Councillors agreed that no action was required at this time.

15-0090 Playing Field & Village Hall

15-090.1 Defibrillators. The Chair reported that since the last meeting he had heard of another village had required planning permission for installation of a defibrillator and so he had contacted HDC for advice who requested that the council write to the HDC Planning with a diagram of where it is intended to install the defibrillator. There was acknowledgement that the village in question had, in the end, not required planning permission however the Chair reiterated that it was important to get written confirmation from HDC that this is the case for Linton too.

ACTION: Cllr. Keegan to liaise with HDC and obtain written confirmation

A discussion then ensued regarding the objectives of Team Linton and how the funds raised are ultimately distributed. Its original objective was to raise money for the Jubilee after which it was then decided to continue fundraising as Team Linton to benefit the village. Cllr Goodridge suggested that the Parish Council could apply to Team Linton for funds for the playground and field which are a significant cost for the Parish Council. There was also further discussion regarding whether Team Linton could or should register as a charity and also whether Team Linton should have its own separate bank account as opposed to the Parish Council holding its funds.

15-090.2 Playground Inspection reports

As agreed in the last meeting, Cllr. Bamma would re visit the playground with Dave Pattison to review issues identified on his inspection reports. In the absence of Cllr. Bamma however no update was available.

15-0091 Minor Matters and Items for Next Agenda.

Minor Matters.

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Next Agenda

- Hedge cutting of playing field
- Fundraising for playing field
- Team Linton

15-0092 Chairman's Closing Remarks

The Chairman thanked everyone for their attendance and closed the meeting at 8.35pm.

Items for Circulation

Date of Next Meeting: Tuesday 6th October 2015 at 7.00pm.

Signed: _____

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