

LINTON ON OUSE PARISH COUNCIL
Minutes of a Meeting of the Parish Council
 held on Tuesday 10th November 2015 at 7.00 pm
 in the Village Hall Linton on Ouse

N^o Present

Cllr. Croft (Chairman), Cllrs. Bramma, Keegan, Kirby, & Lund, County Cllr. Patmore, District Cllr. Rooke, Patrick Lewis-Brown, Lucy Pope (Clerk).

15-0109 Apologies for Absence

Cllr. Goodridge, M Lumsden (RAF).

15-0110 Councillors' Declaration of Interest

Cllr Kirby declared an interest in item 15-117.3 being the recipient of a payment to be authorised.

15-0111 Minutes of the Previous Meeting

The Minutes of the Meeting held on Tuesday 6th October 2015, having been previously circulated, were approved, with a minor amendment made at 15-0107, and signed by the Chairman.

15-0112 Actions from Previous Meeting

- Neighbourhood Watch: an initial meeting has now been held at which the Chair of the Hambleton South Neighbourhood Watch Association Bill Wood gave a presentation. Several villagers have now volunteered to help start up and run a Scheme in Linton. A further meeting is to be held at which Bill Wood will provide some training and resources to those volunteers.
- Armistice Day ceremony: the Clerk formally invited the RAF Base Commander to attend the ceremony and has received confirmation that he and a small contingent from the base will be in attendance.
- Draft CCTV Policy: Councillors have reviewed the draft policy and all agreed that it be approved.
- Village Christmas tree: arrangements are being made to collect the tree from Cllr Bramma.
- Defibrillator: Cllr Keegan (on behalf of Team Linton) has liaised with Chris Kirby. As he does not officially act for the Village Hall Cllr Keegan will contact the secretary of the Village Hall Committee regarding siting of the new defibrillator.
- Flu Clinics: the Clerk has this week received a response from Dr Portycus to her letter in September outlining the reasons behind where flu clinics would be held this year and alternatives including the District Nurse if villagers from Linton were unable to get to one of the clinics.

15-0113 Public Forum

Albert Moorcroft: Mr Moorcroft thanked the Chair for contacting NYCC and for getting work started on rectifying the drainage problem outside his house (Alma House, Main Street). Mr Moorcroft also asked for advice about what can be done to help sort out the mess on his drive which is as a result of the problem with the road drainage; his drive is covered with mud and silt. The Chair advised Mr Moorcroft that he would recommend putting all the issues in writing to NYCC and see what they respond; if Mr Moorcroft is not happy with their response then to pass the matter to his insurers. Cllr Rooke however advised that in his experience it is very unlikely that NYCC Highways will take any responsibility as the drive is Mr Moorcroft's private property.

Mrs Kirby reported that the road damage reported to Highways on 25th and 26th September has now been repaired as of last week. Mrs Kirby has however been in touch with Cllr Patmore as when the work crew arrived last Monday to start work they could not do so as a simple ground survey, which could have been done at any time prior to their attendance, had not been done. The only response that Mrs Kirby got from Highways was that they were not concerned about the time it would take to repair the road as they had the road closure in place for 5 days. There is the question as to why the road had not been closed immediately as soon as the sink hole appeared as it was completely unknown as to what the ultimate problem was, which could have been more serious than it looked.

Signed: _____

Date: _____

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Mrs Kirby will be submitting a formal report to Highways via Cllr Patmore regarding the inefficiency and obvious waste of money and time through lack of planning.

Mrs Kirby also reported that all is in place for the memorial service at the Cairn tomorrow.

15-0114 County Councillor's Report

County Cllr. Patmore reported that she will be making a formal complaint to Don McKenzie (member for Highways) regarding the road repairs. She has also spoken to Nigel Smith (Head of Thirsk Highways) at length about the overall management of the issue and the fact that the repairs could have been done immediately without anywhere as near disruption to the village. The Chair commented that one particular concern he has is that if this can happen in the middle of the village where else could it happen. Mrs Kirby highlighted that she would like to thank the Chair for his efforts in keeping everyone in the village updated and that she has heard a great deal of positive feedback.

There is a full council meeting tomorrow however there is very little on the agenda. Devolution is also at a stalemate currently and is likely to be on hold until March/April 2016. Cllr Patmore understands that the Chancellor will not allow North Yorkshire to be split however so there is some optimism that North Yorkshire will remain as is.

15-0115 District Councillors Report

District Cllr. Rooke reports that a third wheelie bin will be issued to all residents in the new year however any parish recycling bins will be removed; charity clothing bins will remain however. The NYCC recycling centres e.g. at Tholthorpe are remaining.

Planning: since the Planning Committee has been reduced in size the volume of work has increased immeasurably, not least due to several large developments including various housing developments. The Chair queried what provision is being made for housing for the elderly. Cllr Rooke advised that there have been some minor concessions with a small number of properties for the elderly included in some developments.

The Governors of Easingwold Primary School have raised serious concerns regarding the volume of new housing being built in the area and thus the number of extra school places that will be needed. They will be having a meeting on 17 November with the three district councillors, Planning and the County Council to discuss the concerns.

It is understood that this area has also been asked to plan to receive 28 Syrian refugees in the near future, which will put further pressure on school places too.

Cllr Rooke also reported that he has had a meeting with the landowner and the Chair regarding the land for the allotments. The Chair further reported that he is having a meeting with four of the interested residents on Thursday at the allotment site and they will also be visiting Newton on Ouse's allotments to give them some ideas too.

15-0116 RAF Liaison Officers Report

Patrick Lewis-Brown reported that night flying has ceased now. The RAF Police will be in attendance at the memorial service tomorrow to assist.

Patrick further reported that they have recently interviewed someone for the position of the new youth worker.

Patrick also attended the Easingwold Youth Worker Provision meeting last night at which there was intense discussion about how to help COSEE reinvigorate itself and to engage with the young people in the area. Patrick will update the Parish Council as and when he has any further information.

The Base is currently running two programmes: the Duplo Lego initiative which is a 6 week programme and Stay and Play which is delivered on a Thursday. Both programmes are open to the

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Date: _____

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public not just the Service community.

Cllr Croft reported that Cllr Goodridge has asked him to ask the RAF regarding rumours that are circulating at the moment about the base being taken over by the Army or even that a new prison may be built there. Patrick commented that the Tucano lifespan is planned to be up until 2019; any decisions for thereafter are on hold until the outcome of the next Strategic Defence & Security Review in 2016. Patrick will however make enquiries with the Base Commander and will update the Parish Council accordingly.

The Clerk reported that Flt Lt Mike Lumsden had sent a written report which advised that there are 3 Basic Fast Jet Training courses currently running. Course 254 Graduated on 6th November 2015. Course 255 is due for Graduation on 22nd January 2016. Course 256 is programmed for Graduation on 01st April 2016. Course 257 is due for Graduation on 27th May 2016.

Flt Lt Lumsden has also confirmed that the Station will as usual mark Armistice Day and parade at the Cairn on Wednesday 11th November.

15-0117 Clerk's Report and Financial Matters

15-0117.1 The Clerk gave her general report and advised that the bank changes have finally been made amending signatories etc. The Clerk, and other signatories, can now set up Phone Banking credentials with Lloyds Bank. The Clerk enquired whether Councillors would be supportive of setting up Internet Banking on these accounts bearing in mind how many businesses now utilise internet payments. The Clerk explained that the same authorisation procedures as currently in place could still be enforced i.e. that any payments have to be approved at a Parish Council meeting and subsequently minuted; also that two signatories should sign cheques. Internet Banking procedures can be implemented so that two signatories must authorise any payment online: when a payment is requested signatories are automatically notified and asked to authorise online. Cllr Kirby commented that so long as the transparency was maintained he was supportive of setting up of internet banking. Cllr Rooke commented that the signatories are emailed for authorisation of any new payment but that if not authorised within 8 hours the payment is cancelled. The Clerk commented that any payments would only be made after approval at a Parish Council meeting and so signatories could be aware that it would be likely that they will receive an authorisation email soon after that meeting. Cllr Croft then suggested that were there Wi-Fi in the Village Hall then payments and authorisations could even be made actually during a Parish Council meeting. Discussion then ensued regarding provision of Wi-Fi in the Village Hall: all agreed that this should be discussed at a future meeting.

The Clerk then presented her quarterly financial report (July – Oct 2015) for consideration by Councillors.

15-117.2 The Clerk then presented the First draft of 2016-17 budget for Councillors' consideration. Of particular note was the apparent increase in the expected cost of insurance next year despite a Long Term Agreement being in place until 2017. The increase is due to the Government recently increasing the percentage to be applied to the obligatory asset value cover increase to 9%; this together with the resultant increase in the value of Insurance Premium Tax has led to the overall cost of the insurance despite no actual increase in the base premium. The Clerk asked that Councillors forward any comments, additions and/or amendments to the budget to her which will then be discussed at the next meeting.

ACTION: All Councillors to consider the draft budget for 2016/17 and to forward any comments, additions and/or amendments to the Clerk

15-117.3 Payment of the following accounts was approved:

- CJ Kirby, Grass Cutting 2015: £864.00

Signed: _____

Date: _____

LINTON ON OUSE PARISH COUNCIL
Minutes of a Meeting of the Parish Council
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- Gross Salaries September 2015: £479.17

15-0118 Planning

15-118.1 Council considered the following application received from H.D.C.:

Construction of conservatory extending 5m beyond rear wall, 3.686m max from ground level & 2.381m to eaves, 5 River View, Main St, Linton, Mr G Scott, **15/01957/RPN**. Councillors recommended approval of this application with no conditions.

15-0119 Highways

As discussed at 15-0113 and 15-0114 above.

15-0120 Correspondence

The Clerk reported that the following correspondence had been received:

- YCLA: Rural Action Yorkshire (RAY) Good Neighbour scheme initiative - £300 grants available.
- YCLA: Accounts and Finance for Town And Parish Councils training session 27 November 2015 – Councillors approved Clerk’s attendance.
- HDC: asking for Parish Council agreement that a further affordable housing survey could be held in the area and assistance with survey distribution. Councillors queried why this was necessary since the new affordable housing was built in the village. Cllr. Rooke explained that there had been a huge amounts of applications for the new affordable housing albeit that many turned out to not actually be eligible. Overall however there were approximately 13 applicants in the Linton, Newton, Beningbrough area who were eligible but not selected for the new housing. The number of unsuccessful eligible applicants has triggered the survey now to see if still an outstanding need in the area. Councillors approved the survey and agreed to HDC’s request for assistance with distribution of the survey.
- Tollerton Surgery re flu clinics: as outlined at 15-0112. Additionally Cllr. Rooke commented that he had seen a letter from the surgery in the Easingwold Advertiser which highlighted that surgeries actually have to plan the number of flu vaccinations to be ordered a year in advance and encouraging people to get their vaccinations at the surgery as opposed to supermarkets and other outlets that now offer them. Also that a planning application has been submitted to build a new surgery as well as houses at the back of the council houses on Alne Road, Tollerton which Cllr Rooke requested the community support.

ACTION: Clerk to circulate all to councillors

15-0121 New Items

15-0121.1 draft CCTV Policy: as at item 15-112 Councillors approved adoption of the draft CCTV policy.

15-0121.2 Draft risk identification and management framework: the Clerk presented the draft framework and requested that Councillors review and provide her with any amendments. The Clerk in drafting this framework it has occurred to her that Councillors should periodically ‘audit’ the Clerk’s procedures so as to ensure complete transparency but also to enable business continuity should the Clerk ever be indisposed. Councillors concluded that this should be done every 6 months.

15-0121.3 Linton on Ouse Village website: the Chair outlined that his son Daniel Croft currently owns the village website domain, hosts it and is responsible for the general upkeep for which the Parish Council pays an annual maintenance fee. Daniel has however recently indicated that he thinks it’s now time to relinquish his involvement in the website but is quite prepared to hand it over to the Parish Council. Councillors agreed that the website should be retained and be under the control of the Parish Council and discussion ensued about who would be the most appropriate person to manage it; the Clerk, a Councillor or a volunteer from the village on behalf of the Council. All agreed

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Date: _____

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to consider options: to be discussed at the next meeting. Meanwhile the Chair will check what associated costs there would be and will also contact Paul Gregson, who originally donated the web domain name, for his approval of any transfer.

ACTION: Chair to check costs involved and to contact Paul Gregson

15-0121.4

The Chair outlined that there currently are several different village and community groups operating including the Village Hall, playground, history group and Team Linton; the village will soon also have a new allotment group and a Neighbourhood Watch group. There is an apparent lack of transparency between them all however and so the Chair suggested bringing them together to work out how each one operates, who they report to and what interdependencies there are between them all. Discussion then ensued in particular regarding Team Linton, why the group was originally set up, and what its objectives are. The Chair expressed concern that there appeared to be a lack of clarity around what functions/events are being held, what money has been raised, and what happens to the funds once raised. Cllr Patmore commented that groups such as the Village Hall raise money for themselves but that they have an AGM and audits their accounts as does the Parish Council: it is essential that Team Linton should do the same to ensure transparency. Cllr Bamma also highlighted that if Team Linton is operated outside of the Parish Council then Team Linton would have to organise their own insurance, health and safety procedures and charitable status as they would not be covered by the Parish Council's. Cllr Rooke commented that in Newton on Ouse the Newton Feast started under the remit of the Parish Council. The Feast then split off from the Council and became a separate entity setting up their own accounts, banking and procedures Cllr Rooke recommended that Team Linton does the same. Cllr Keegan, as a member of Team Linton, requested that an agenda item is allocated at the next Parish Council meeting in order to give her opportunity to discuss the issues raised with the Team Linton committee – agreed. In the meantime the Clerk suggested that she speaks with all of the various groups in the village to identify their structures and procedures which she will collate into a brief report for review and information.

ACTION: Clerk to contact all village groups and compile a brief report collating their relevant structures and procedures

15-0122 Playing Field & Village Hall

15-0122.1 Update on Purchase of Defibrillator

Cllr Keegan: has checked with HDC who have advised in writing that planning permission is not required. She has the defibrillator and is organising three quotations from electricians for installation.

15-0122.2 Playground Inspection reports

Cllr Bamma reports that he has screwed several boards down in the playground but had noticed that several were extremely slippy, particularly when wet. Cllr. Bamma suggested that it would be wise to have some warning signs and has sourced a supplier who would charge £78 for 3 signs. Council agreed that signs stating "Caution Slippery Surfaces" should be obtained and installed.

ACTION: Cllr. Bamma to purchase warning signs and install at the playground

15-0123 Minor Matters and Items for Next Agenda.

Minor Matters

Locality Grants: Cllr. Patmore highlighted that she has a total of £5000 as available which she can allocate as grants to projects within her community. The finance needs to be allocated to projects by March 2016: Cllr. Patmore requested that Councillors contact her with any ideas of projects that

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Date: _____

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would benefit the community for which they would like support.

Next Agenda

- Village Hall Wi-Fi
- Linton on Ouse Website

15-0124 Chairman's Closing Remarks

The Chairman thanked everyone for their attendance and closed the meeting at 9.35pm.

Items for Circulation

- Electronic copy of the first draft of the 2016-17 budget

Date of Next Meeting: Tuesday 12th January 2016 at 7.00pm.

Signed: _____

Date: _____