

LINTON ON OUSE PARISH COUNCIL
Minutes of a Meeting of the Parish Council
 held on Tuesday 11th August 2015 at 7.00 pm
 in the Village Hall Linton on Ouse

N^o Present

Cllr. Croft (Chairman), Cllrs. Bramma, Goodridge, Keegan, County Cllr. Patmore, & Lucy Pope (Clerk).

15-0063 Apologies for Absence

Cllr Lund, District Cllr Rooke, M Lumsden (RAF), P Lewis-Brown (RAF).

15-0064 Declaration of Interest

Cllr Bramma declared an interest in item 15-0071.2. The Chair requested that Cllr Bramma leave the meeting while this item is discussed.

15-0065 Minutes of the Previous Meeting

The Minutes of the Meeting held on Tuesday 14th July 2015 having been previously circulated, were approved and signed by the Chairman.

15-0066 Public Forum

Mrs Kirby reported that there was a fire on Cllr Rooke's land on 8 August 2015 when a bale was set on fire. There was then another incident in the early hours of 9 August 2015 when several more bales were set alight. The police have been informed and are investigating.

Mrs Kirby also reported that keys to the Village Hall were stolen from the hall on Saturday afternoon. They were later found hidden in some gravel nearby. The Chairman immediately instructed under emergency powers that the locks be changed and this has been done.

15-0067 County Councillor's Report

Cllr. Patmore advised Cllrs. that devolution discussions are still ongoing. There are currently three devolution options being considered: (1) North Yorkshire, West Yorkshire, East Yorkshire, Hull and York; (2) Based on policing and fire authority areas: York, North Yorkshire, East Yorkshire and possibly Hull; (3) Leeds, York, Harrogate and Selby. A presentation has to be sent to Government by 04 September 2015 regarding potential and preferred options: NYCC will continue to ensure that North Yorkshire's interests are fully considered and included in any proposals.

Cllr Patmore also gave her thanks to the team who helped arrange and run the recent Montcony visit and commented on what a successful and happy day it had been.

15-0068 District Councillors Report

Mrs Kirby passed on Cllr. Rooke's apologies and advised that he had nothing of significance to report this month.

15-0069 RAF Liaison Officers Report

In the absence of both M Lumsden and P Lewis-Brown no report was received.

15-0070 Clerk's Report and Financial Matters

15-0070.1 The Clerk gave her general report and advised that all records had now been transferred her from the last Clerk. The clerk advised that the last Clerk had destroyed any financial records that were outside of the statute of limitations however she has still be in receipt of a huge amount of old records, some dating back to the 90s. The Clerk advised that she has taken advice from HDC legal department, HDC Planning department and the NALC and requested that records that fall outside the recommended retention periods now be destroyed: Council agreed to the request and suggested Jan Jauncey be asked to assist the Clerk in reviewing the files with her historical knowledge.

The Clerk suggested to Council that they trial having electronic meeting papers sent out with the agenda each month which would give councillors the opportunity to review relevant issues prior to the meeting and thus enable even more productive discussion and decision making in the meeting.

The Clerk advised that there four individuals had confirmed that they wish to have an allotments three of whom had volunteered to join an initial operating committee. The Chair recommended that

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an initial meeting be arranged with all interested parties which he will chair whereupon a committee can be formed.

Action: Clerk to arrange an initial allotments meeting in conjunction with the Chair.

The Clerk enquired whether it would be possible for all Parish Council policies and standing orders to be placed in a section on the village website so that they were easily accessible to all and to encourage full transparency of Parish Council operating rules. Council agreed that this proposal should be pursued.

Action: Chair to contact administrator of village website re siting of policies & standing orders.

15-0080.2 Payment of the following accounts was approved:

- Green Gardens £ 55.00.
- Gross Salaries July 2015 £437.16.
- Chair's expenses – CCTV system purchase £339.99

In addition, payment of £35 to the Information Commissioner for renewal of registration was also made subject to approval later in the meeting (as at 15-0059.5).

15-0071 Planning and Highways

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

15-0071.1 Two storey side extension to form ancillary domestic accommodation, 96 Linton Woods Lane, Linton Mr & Mrs Garry Potts, 15/01616/FUL.

Council decided that they required additional information to that provided in the planning documentation being reviewed in the meeting.

Action: Clerk to check the HDC planning portal and/or contact HDC Planning Department for additional information.

15-0071.2 Single storey ground floor extension forming ground floor w/c and cloakroom/utility, 52 Half Moon St, Linton, Mr Andrew Brama, 15/01560/FUL.

Recommended for approval with no further comment.

Highways

The Chair asked Cllr. Patmore if there was any update or comment regarding a villager's request for consideration of provision of a new bus stop outside the bungalows on the main street. Cllr. Patmore advised that it was very unlikely that Highways would provide a new bus stop.

Action: Clerk to contact Stephensons to establish if their buses could stop on request outside the bungalows.

15-0072 Correspondence

The Clerk reported that the following correspondence had been received. Cllrs. agreed that all items be circulated. **(Action Clerk):**

- North Yorkshire Fire & Rescue consultation 09/07/15
- H.D.C. Leisure Equipment: Freestanding Goal Frames 24/07/15
- NYCC Local Transport Plan (LTP4) – parish council consultation

15-0073 New Items

15-0073.1 Montcony Visit on the 28th July

Chair reiterated Cllr Patmore's comments that the visit was a great success and a pleasure to attend. Jan Jauncey had supplied a report to the Parish Council detailing the visit. There were 55 visitors from Montcony as well as five English visitors who were family of the crew who died. A further 23 guests also attended. The party first visited the RAF base where the relatives were kindly allowed by

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the RAF to access the runway after which a small group photograph was taken at the Yorkshire Rose at the main entrance to RAF Linton. There was then a ceremony at the Cairn during which time wreaths and tributes were laid and an RAF bugler played the Last Post and Reveille. The tea and exhibition in the Village Hall thereafter was well received: speeches in both French and English were made and gifts exchanged and an invitation to the village was issued to visit Montcony. There was an underspend of £55.52 from the money donated by the Parish Council for the visit has been returned to the Parish Council by Mrs Jauncey. The Chair thanked all the volunteers for making the visit such an enjoyable success.

15-0073.2 Speed Camera Van

There is an ongoing problem with speeding through the village. The Chair has received information that it is possible to actually apply to have the speed camera van deployed in the village. Council agreed that an application should be made to have the Speed Camera van come ideally between 0730-0930 am when commuters are heading to work and children are on their way to school. Cllr Patmore also advised that she is meeting with Highways in the morning and she will discuss with them whether they will agree to the village utilising the RAF's speed matrix equipment that has previously been offered.

15-0059.3 Council discussed the applications received for the vacant position on the Parish Council.

The Chair advised the Cllrs that there have been two expressions of interest in the position however one applicant is ineligible due to residency conditions.

The second applicant Jonathan Kirby has strong connections to the village: he is the fourth generation of his family to farm here in Linton and also lived in the village from 1985 until 1997 and then from 2002 until 2006. He has also been active in the community serving on the village hall committee for a brief period and helping out at many events over the years. Council discussed Mr Kirby's application and unanimously agreed his co-option onto the Council. The Chair then welcomed Cllr. Kirby to the Council.

15-0059.4 Council discussed the draft policy on the Management of Recording at Local Council Meetings circulated at previous meetings and approved it for adoption with immediate effect.

15-0059.5 The Clerk outlined the requirement for the Parish Council to be registered as a Data Controller with the Office of the Information Commissioner. Council agreed that registration continued to be necessary and approved renewal and payment of the £35 renewal fee.

15-0074 **Playing Field & Village Hall**

15-074.1 The electrician is due to install the new system tomorrow (12th August). The Clerk highlighted that there needs to be a clear policy regarding the use of the CCTV covering issues regarding retention of images, viewing, minimising collateral intrusion and other relevant aspects. Council agreed that a policy on the use of the new CCTV in compliance with Information Commissioner guidelines should be produced.

Action: Clerk to produce draft policy regarding the use of the CCTV

Cllr Keegan reported that Team Linton have had a meeting in the village regarding the purchase of a defibrillator. Unfortunately the meeting was not well attended with only 3 villagers in attendance however a decision has still been made to purchase a defibrillator for the village. The Council discussed various locations for the defibrillator and agreed that the most appropriate location is on the wall by the salt bins at the front of the village hall. Cllr Keegan handed £1200 cash to the Clerk for deposit in the Parish Council account on behalf of Team Linton and requested a cheque for £1699 in full payment for the defibrillator – for approval next meeting.

Action: The Chair to obtain an estimate for electrical work required for the defibrillator's installation.

15-0075 **Minor Matters and Items for Next Agenda.**

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Minor Matters.

- Cllr Bramma advised that Dave Patterson's playground inspection report shows that the current bin is too close to the gate and fences. He will have a walk around the playground with Dave Patterson and review his report and discuss possible provision of a new larger bin as discussed in previous meetings. Cllr Bramma also recommended that the inspection reports should be discussed in council meetings to identify any issues or actions required.
- The Chair asked that a date for a separate meeting to discuss allocation of S.106 funds. A provisional date was agreed as 06 October 2015 at 7pm in the Village Hall.
- Cllr Bramma raised concern about the cabinet containing the new sound system on the wall by the entrance into the hall and that it is a potential hazard for a young child. Mrs Kirby advised that there will be a table underneath which will prevent such accidents.
- Cllr Keegan advised council that Team Linton will be running a village event outside the College Arms to which all will be welcome to.
- Mrs Kirby advised that a new "No Dogs" sign needs to be purchased for the new gate onto the playing field.

Action: Chair to arrange purchase and installation of a new "No Dogs" sign.

- Cllr Goodridge advised that he will fix some apparatus to the play equipment in the playground to try and deter birds and minimise the amount of bird droppings on the equipment.
- Cllr Goodridge also advised that he had been approached by two members of the public who were concerned regarding a contractor's operating methods.

Action: Clerk to check with HDC regarding Parish Council responsibility to check any contractor public and employee liability insurance.

Next Agenda

- Team Linton payment of £1699 for the new defibrillator
- Playground inspection reports
- Parish Council Contractor public and employee liability insurance

15-0076 Chairman's Closing Remarks

The Chairman thanked everyone for their attendance and closed the meeting at 9.00pm.

Items for Circulation

Correspondence at 15-0072

Report from Jan Jauncey re Montcony visit 28th July 2015 (15-0073.1)

Information Commissioner checklist re the use of CCTV (15-074)

Date of Next Meeting: Tuesday 8th September 2015 at 7.00pm.