

Hirst Courtney & West Bank Parish Council

FOR THE ATTENTION OF ALL PARISH COUNCILLORS

You are hereby summoned to attend the Hirst Courtney & West Bank Parish Council meeting, to be held on 21st November 2023, at 7pm, in the restaurant area of The Sloop Inn, Temple Hirst.

In accordance with the provisions of the Public Bodies (Admission to Meetings) Act 1960 the public and press may attend the meeting.

H Phillips

Clerk to Hirst Courtney & West Bank Parish Council.

AGENDA

62. Apologies for Absence

To receive apologies and consider reasons for absence.

Apologies and reason for absence were received from Cllr Stephenson.

63. Declarations of Interest

To receive disclosures of personal and prejudicial interests from councillors on matters to be considered at the meeting.

64. Minutes of the Parish Council meeting – 17th October 2023

To consider approval of the minutes of the Parish Council held on 17th October 2023 (pages 3-5).

65. Chair's Report

To receive the Chair's report on events attended and items to note since the meeting held on 17th October 2023.

66. Clerk's Report

To receive the clerk's report on matters dealt with since the last council meeting on 19th October 2023.

67. Questions from the Public

To receive any questions, suggestions, and/ or concerns from the public.

68. Finance Matters

68.1 To receive the accounting reports and bank statements up to 31st October 2023. (by email)

68.2 To consider the payments outstanding and made by the clerk under delegated authority.

Invoice Date	Customer Inv. No.	Payee	Payment Detail	Date Paid	Amount Due/ Paid	Payment Method (Incl. Cheque No.)
25/10/2023	M7 Wk29	H Phillips	Clerk's Oct 23 Salary	25/10/2023	£253.64	BACS
09/10/2023	10/09 to 09/10	HSBC	Charges	31/10/2023	£5.00	DD
04/11/2023	IN08873308	Npower	Streetlight Energy	25/11/2023	£233.37	BACS
09/11/2023	10/10 to 09/11	HSBC	Charges	01/12/2023	£5.00	DD

68.3 Clerk's Salary

- i) To consider authorisation of the clerk's standard hours worked in November 2023.
- ii) To receive the NALC notification of increased salary rates from 1st April 2023 to 31st March 2024.

68.4 To consider the draft Budget for 2024-25.

68.5 To consider approval of the Precept demand amount for 2024-25

69. Planning Matters

69.1 To consider Planning Applications received.

ZG2023/1095/OUT – (Mrs Kathy Liddle) Land off Old Lane, Hirst Courtney.

Outline permission for residential development (with all matters reserved).

69.2 To consider Planning Consultation letters received.

- i) Helios Renewable Energy Project: - deadline 7th December 2023.
- ii) Barlow Ash Mound – Drax Power: - deadline 30th November 2023.
- iii) ZG2023/1095/OUT – (Mrs Kathy Liddle) Land off Old Lane, Hirst Courtney.
Outline permission for residential development (with all matters reserved).

69.3 To receive Planning Decisions.

- i) ZG2023/0595/S73 – Apple Blossom Caravan and Camping – Permitted.

Section 73 application to vary conditions 07 (size of mound) and 08 (play equipment) of approval 2021/0564/FUL Installation of play equipment to existing children's play area, former shipping container toilet block and an use of land for the storage of caravans (part retrospective).

- ii) 2022/1505/HPA – Rose Cottage, Main Street, Hirst Courtney – Refused.

Demolition of front and rear porch and single storey extensions, two storey rear extension to bring eaves up to existing front eaves level and a two storey side extension with first floor balcony, together with internal modifications and recladding of existing facing brick with a new facing brick.

70. Training

70.1 To receive an update from the clerk regarding any training requests that have been processed since 17th October 2023.

70.2 To receive feedback from any members of the council who have attended training courses since 17th October 2023.

71. **Date of Future Parish Council Meeting:** 16th January 2024.

Item 64.

Minutes for the Hirst Courtney & West Bank Parish Council meeting, to be held on 17th October 2023, at 7pm, in the restaurant area of The Sloop Inn, Temple Hirst.

Present: Cllr's Wagstaff, Forbes, Barrett, Mcguigan, and Stephenson.

Attending: H Phillips – clerk, and one member of the public.

52. Apologies for Absence

The Council received apologies and reasons for absence from Cllr's Harper and Webster.

Resolved: That the apologies from Cllr's Harper and Webster were received and reasons for absence approved.

53. Declarations of Interest

There were no disclosures of personal and prejudicial interests from Councillors on matters to be considered at the meeting.

54. Minutes of the Parish Council meeting – 19th September 2023

The Council considered the minutes of the Parish Council meeting held on 19th September 2023.

Resolved: That the minutes of the Parish Council meeting held on 19th September 2023 be approved.

55. Chair's Report

The Chair's reported that he had not attended any events or meetings since the meeting held on 19th September 2023, however did note that the new Owl Box installation is nearing completion.

Resolved: That the Chair's verbal report be noted.

56. Clerk's Report

The Council received a brief verbal report from the clerk on matters dealt with since the last council meeting on 19th September 2023.

- i) Grass Cutting Contract – the present contractor has opted to continue with the grass cutting contract for 2024, with no amendments, or price increases. The clerk is to update the agreement and forward to the contractor for signing.
- ii) Quickline Christmas Funding offer – an email had been forwarded to the Councillors with the detail of the offer of funding for a Parish event. As discussion was held by the Councillors and whilst it was felt it was a well-received offer it, it was not required for the Parish Council. It was felt that there are a couple of local groups/events that may benefit from the offer therefore the clerk is to forward the information to enable distribution to the appropriate persons.
- iii) Litter Picking Equipment – the equipment has now been purchased and at present held by the clerk until further notice. This equipment comes via Cllr M Jordan's Community Locality Funding and is now available for use by the

Parish by prior arrangement. Cllr Harper is to hold the equipment in the future.

Resolved: That the clerks report be noted.

57. Questions from the Public

There were the following questions, suggestions, and/ or concerns from the attending member of the public.

- i) Relating to the Quickline Christmas Funding offer, the member of the public suggested that the West Bank Community Group, (Snaith Salads ((Roads)) Ltd, be forwarded the information should they wish to take up the offer.
- ii) It was reported that there is a section of road in West Bank which has no streetlighting, where issues have occurred.
The Councillors discussed this and it was agreed that Cllr's Forbes, Mcguigan and/or Stephenson would assess the situation and should they believe it is a requirement look at the feasibility of installing a new lighting column.
- iii) The recently notified proposed Helios solar farm consultations have been published and the member of public was interested to know more about the amended proposal and timeline of the planning application/ process.

A discussion was held, and it was noted that although consultation meetings are to be held at Camblesforth and Carlton, there has been no attempt by the proposer to consult directly with Hirst Courtney Parish Council. It was agreed that in the first instance the clerk is to contact Helios to request their attendance at the next parish Council meeting (in November 2023) to enable a more in-depth fact finding meeting to take place. Further consideration will take place once a response has been received by the clerk regarding this meeting.

The public will be kept informed of the progress and any additional data received.

Resolved: That

- i) **the clerk re-issue the funding offer email to the Council so that it can be distributed appropriately.**
- ii) **Cllr's Forbes, McGuigan and/or Stephenson attend and assess the 'dark-spot' in West Bank, and report to the Council as soon as is possible should further action be required.**
- iii) **the clerk to contact Helios Solar Farms to invite the contractor to the Parish Council meeting in November 2023 to enable a more in-depth question and answer session; and**
- iv) **the Council thank the member of public for attending and raising the noted issues/ concerns.**

A Cllr raised an issue that been put to him by a local resident, relating to waste garden material which had been placed adjacent to a public seating bench along the Main Road in Hirst Courtney.

On discussion it was found that the waste garden material had been placed in situ by a resident to aid the suppression of weeds and brambles which were constantly appearing at the site. The area will be monitored to assess how effective this method of weed suppression is; this can be addressed at a future meeting should it continue to be an issue.

Resolved: That the raised issue be noted; and that the area continue to be monitored to assess the effectiveness of the method of weed suppressant.

58. Finance Matters

58.1 The Council received the accounting reports and bank statements up to 30th September 2023.

Resolved: That the accounting records be approved.

58.2 The Council considered the payments outstanding and made by the clerk under delegated authority.

Invoice Date	Customer Inv. No./ Ref	Payee	Payment Detail	Date Paid/ Drawn	Amount Due/ Paid	Payment Method (Incl. Cheque No.)
15/09/2023	UK2-6157506	C Stephenson - UK2	Website/ Email Renewal	20/09/2023	£28.80	BACS
06/07/2023	Tax Month 4-6	HMRC	PAYE	20/09/2023	£20.80	BACS
25/09/2023	M6Wk25	H Phillips	Clerk's Sept Salary	25/09/2023	£253.64	BACS
24/04/2023	INV163	Cutting Edge G&G Maintenance Ltd	Groundworks Contract 6 of 7	28/09/2023	£168.57	BACS
to 9th Sept 23	to 9th Sept 23	HSBC	Bank Charges	01/10/2023	£5.00	DD
20/09/2023	5948	Streetscape	Quarterly Playpark Inspection	04/10/2023	£120.00	BACS
01/10/2023	12193	Aytela Payroll Services Ltd	Payroll	04/10/2023	£54.58	BACS
23/08/2023	01/0277-9	Selby Area IDB	Drainage Rates	04/10/2023	£6.43	BACS
04/10/2023	XWW454907125	H Phillips	Repay for Toolstation Order	04/10/2023	£297.62	BACS
04/10/2023	IN08521700	Npower	Streetlight Energy	25/10/2023	£193.04	BACS
24/04/2023	INV163	Cutting Edge G&G Maintenance Ltd	Groundworks Contract 7 of 7	30/10/2023	£168.57	BACS
04/10/2023	XWW454907125	Toolstation	Via H Phillips Repay- Locality Fund Purchases	04/10/2023	£297.62	BACS

Resolved: That the payments outstanding and those made by the clerk under delegated authority be approved.

58.3 The Council considered authorisation of the clerk's standard hours worked in October 2023.

Resolved: That the clerk's standard hours worked in October 2023 be approved.

59. Planning Matters

59.1 The Council considered Planning Consultation on Traffic Order received.

Traffic Order 2023: Old Lane, Hirst Courtney – proposed 30mph speed limit.

From the existing national speed limit signs at the south side of the Old Lane for 90m up to Manor House at the north side of the Old Lane.

Resolved: That no comment be required.

59.2 There were no Planning Consultation letters received.

59.3 There were no Planning Decisions received.

60. Training

60.1 There were no training requests processed since 19th September 2023.

60.2 There was no feedback from any members of the council as no new training courses had been attended since 19th September 2023.

61. Date of Future Parish Council Meeting: 21st November October 2023.