

# DALTON HOLME PARISH COUNCIL

## Minutes of the Meeting Held on Wednesday 11<sup>th</sup> February 2015 At the South Dalton Village Hall

**Present:** Chairman Lord Hotham, Councillor N Colley (Vice Chairman), Councillor S N Fairbank also Acting as Parish Clerk, Councillor M J Clapham and Councillor J Nettleton

**Present:** S N Fairbank (Acting Clerk)

**Apologies** Councillor G Bulmer

1	Councillor Bulmer sent apologies that he would be late for the meeting and he joined at approx 6.50pm	
2	The minutes of the last meeting 12 <sup>th</sup> December 2014 were approved subject to the minor alteration that Councillor Nettleton had not been present at the meeting.	
3	<p><b>Matters Arising</b></p> <ul style="list-style-type: none"> <li>Due to the Clerks illness in 2013 and her resignation, unfortunately the required submission of the Parish Councils accounts to the Audit Commission for the year ending 31<sup>st</sup> March 2014 had not been made, this had been picked up by the East Riding of Yorkshire council and Councillor Fairbank had received some guidance on what was required to put the matters straight. John Wardell FCA, who works in the Estate Office will be asked to prepare the accounts on an annual basis, councillor Colley commented that the accounts produced were the best he had seen for many years.</li> <li><b>Appointment of a new Clerk</b> Mrs Barnett had been approached informally but was currently moving house and wanted to get settled into her new home before she made a decision. It was then suggested that if possible the administration should be carried out from the Estate Office as it was far easier given the volumes of paperwork that was received and needed to be efficiently stored together with the chairman and one councillor visiting the office regularly. In the short-term Mrs Clark will be asked to carry out the administrative work during her working hours and in May on her retirement the new Estate Secretary will be asked to take on the role as Clerk.</li> </ul>	
4	<p><b>Correspondence Received</b></p> <ul style="list-style-type: none"> <li>No correspondence other than the Listed Building Consent for the Church Farm Buildings had been received and this will be considered later in the Meeting.</li> </ul>	
5	<p><b>Correspondence Sent</b></p> <ul style="list-style-type: none"> <li>Responses to Manor Farm, South Dalton and Elms Farm Holme on the Wolds Planning Applications had been sent to the Planning Authority.</li> </ul>	
6	<p><b>Accounts</b></p> <ul style="list-style-type: none"> <li><b>Accounts to 31/3/14</b> The end of year accounts to 31<sup>st</sup> March 2014 were agreed as presented with the exception of the current account and deposit account being swapped around due to a typographical error. The Accounts were proposed by Councillor Colley and seconded by Councillor Nettleton. The Accounts had been prepared by John Wardell and showed a balance held by the Parish Council of £2,081.21 which compared with 2013 at the same time of the year £2,261.59</li> <li><b>Non-submission of 31/03/14 accounts to the Audit Commission</b> The Council are required to agree a formal plan for submitting the accounts that have been missed in 2014 and agree how the accounts will be prepared satisfactorily going forward. As shown on the matters arising above the Council agreed to employ Mr John Wardell to prepare the accounts in the future, he had already completed the Audit commission Form for 2014 and would do so next year. The Chairman then signed Section 2 as required and the Acting Clerk confirmed he would send those to the Commission with a copy to the Council.</li> <li><b>Accounts to 11/02/2015</b> Mr Wardell had also produced some accounts up to the date of the meeting and this showed that there was a total of £2,247.06 in the Council account, it was noted that no money from the Horse Keld Bee Site had been received and Councillor Fairbank was to chase this up.</li> </ul>	SNF
7	<p><b>Council Vacancy</b></p> <p>There remained a vacancy on the council, however no candidates have come forward, it was agreed that Councillors would consider possible suitable candidates who could be approached after the next meeting.</p>	

8	<p><b>Planning Applications</b></p> <p><b>Conversion of Buildings in Manor Farm, South Dalton</b></p> <ul style="list-style-type: none"> <li>This has been considered by the Council by correspondence and the applications had been sent around to councillors, Colley, Nettleton, Bulmer and Clapham, they had filled in a grid tick box to all of the questions on the consultation paper and this had then been sent back to the Council. In this case the application was recommended for approval unanimously.</li> </ul> <p><b>Elms Farm Buildings</b></p> <ul style="list-style-type: none"> <li>This has been considered by the Council by correspondence and the applications had been sent around to councillors, Colley, Nettleton, Bulmer and Clapham, they had filled in a grid tick box to all of the questions on the consultation paper and this had then been sent back to the Council. In this case the application was recommended for approval unanimously</li> </ul> <p><b>The Old Dairy – Conversion of Farm Buildings</b></p> <ul style="list-style-type: none"> <li>This application was current and it was considered at the meeting by the council all the plans were inspected and it was agreed unanimously that the application should be approved.</li> </ul> <p><b>Church Farmhouse Buildings – Listed Building Consent</b></p> <ul style="list-style-type: none"> <li>The ERYC had decided a Listed Building consent was needed for this application, it was considered by the council and approved, the Acting Clerk to return the consultation paper to the Council.</li> </ul>	SNF
9	<p><b>Precept Level for 2015</b></p> <ul style="list-style-type: none"> <li>It was agreed with the current balance of £2,240 in the account within the next year there would be expenses of £600 including the insurance premium and donation for the Church Yard grass cutting but an expected income of £315, and therefore it was expected the reserves would only be reduced by £635 which would leave a balance of £1,805 in the Parish Account. It was therefore agreed unanimously that there was no requirement for a precept for the coming year.</li> </ul>	
10	<p><b>Re-Letting of Pit Field</b></p> <ul style="list-style-type: none"> <li>Mrs Walker had occupied the field for 2 years and had not been the ideal occupier mainly because of the delay in returning the tenancy agreements and paying the rent, however she was up to date but now had moved away from the Dalton Holme Parish, to Scarborough. It was agreed that in the best interests of the Parishioners, the field should be offered to let on the open market and if Mrs Walker wished to apply for it again then she could do so. The new grazing licence should take effect from 6<sup>th</sup> April 2015.</li> </ul> <p><b>Bee Licence</b></p> <ul style="list-style-type: none"> <li>It appeared from the Accounts that we had not received any monies from Mr Evamy but it was also noted that the licence fee of £15 had not been increased since 2007. Councillor Fairbank is to ask if he wished to take another licence out and pay an extra £5 per annum.</li> </ul>	SNF
11	<p><b>Any Other Business</b></p> <ul style="list-style-type: none"> <li>Councillor Colley requested that we ask ERYC if we might be able to get some curbing in Dalton Holme as the verges beyond the Main Street terraced cottages have become very cut up this winter. The Chairman agreed to raise the issue at the next Street Scene Meeting.</li> <li>Councillor Nettleton raised the issue of the occupiers of 34 Main Street parking their cars outside their property and this was leading to extra problems being caused at the other side of the road. Councillor Fairbank was to look into this with the occupants.</li> <li>The Chairman agreed to contribute £10 to the Village Hall for the use of the premises.</li> </ul>	LH SNF SNF
12	<p><b>It was agreed the next meeting will be held in the Dalton Estate Office on the Wednesday 27<sup>th</sup> May 2015 at 6.30pm</b></p>	