



# Gateforth Parish Council

**CHAIRMAN: CLLR CAROLINE SHAW**

**Clerk/RFO: Graham Earnshaw, 14 High Farm Meadow, Badsworth, WF9 1PB**  
**Email: [gateforthpc@gmail.com](mailto:gateforthpc@gmail.com)**

## MINUTES OF GATEFORTH PARISH COUNCIL

The meeting of Gateforth Parish Council was held on Monday 15<sup>th</sup> May 2023 at 7.30pm at Chapel Haddlesey Community Hall

**17587. Attendance/Welcome: Present:** Cllrs Caroline Shaw (Chair), Andrew Collier (Vice Chair), Diane Hey, Gordon McGlone and Diane Osborne. Graham Earnshaw – Parish Clerk - was in attendance. There was also one member of the public in attendance along with PCSO Laura Simpson.

The Attendance Book was not available to sign.

### Annual Parish Meeting

**17588. Minutes of the 2022 Annual Parish Meeting:**

**a. RESOLVED: to accept the minutes of the Annual Parish meeting held on 23<sup>rd</sup> May 2022.**

**b.** Chair signed the minutes as accepted.

**17589. Financial Statement for 2022/23:** A copy of the statement was circulated to attendees and the clerk talked through the details.

**17590. Report on the Work of the Parish Council from the Chair:** The Chair reported that it had been an easier year this time post Covid 19. There had been some planning applications to consider in the year but not too many. Two litter picks had been organised by the Parish Council this year. The Platinum Jubilee Celebration had been a success and had been well supported. The Parish Council was thanked for the financial support it provided for the Celebration. The Village Green was looking well. The defibrillator had been used a couple of times. It was agreed that the Parish Council would look at the annual cost of maintaining the defibrillator.

**Action:** Clerk to circulate details of the annual costs of the defibrillator to the Parish Council.

The Christmas tree had now been planted in the village and the Parish Council was in the process of arranging for a plaque to be ordered for the tree. A new councillor, Diane Hey, had joined the Parish Council during the year.

**17591. Questions from members of the public.** A member of the public asked who emptied the new dog waste bin? The Chair advised that the bin was emptied by NYCC.

### **Annual Parish Council Meeting**

**17592. Election of Chair:** Cllr Osborne nominated Cllr Shaw as Chair and the proposal was seconded by Cllr Collier. **RESOLVED: The Parish Council agreed that Cllr Shaw should be elected as Chair. Cllr Shaw completed the declaration of office form.**

**17593. Election of Vice Chair:** Cllr Shaw nominated Cllr Collier as Vice Chair and the proposal was seconded by Cllr Osborne. **RESOLVED: The Parish Council agreed that Cllr Collier should be elected as Vice Chair. Cllr Collier completed the declaration of office form.**

**17594. Declaration of Acceptance of Office to be signed by the newly elected Chair and Vice Chair.** The Chair and Vice Chair completed and signed the declaration of office.

**17595. Apologies:** Apologies for absence had been received from Cllrs Richard Longbottom (holiday) and Tony Parkin (work). The Council agreed to accept the reason for absence.

**17596. Declarations and Dispensations:** There were no declarations of interest or requests for dispensations made.

### **17597. Minutes:**

a. **RESOLVED: to accept the minutes of the Council meeting held on 13<sup>th</sup> March 2023.**

b. Chair signed the minutes as accepted.

**17598. Public Comments:** A question was asked about the charge for the green waste bin? There was nothing further to report regarding this issue.

It was mentioned that more cars were parking on Landing Lane and this could be an issue. PCSO Simpson advised that if the cars were causing an obstruction then the police could deal with this issue. Alternatively, a local sign could be put up about parking or a sign to say that agricultural vehicles used the road could be erected. The other way to deal with the parking issue would be to get a Clearway order on the land so if vehicles park there they could then be towed away.

**Action:** Clerk to approach the Highways Department about the parking issue in the Landing Lane area to investigate the best way to deal with the matter.

**17599. Police Report:** PCSO Laura Simpson gave a report to the Parish Council. Laura had been a PCSO for 20 years and had just been allocated to Gateforth and 2 other villages. One job had been reported to the police within the last month and that related to a deer that had been hit by a car. PCSO Simpson would undertake any jobs reported for Gateforth and she would also patrol the village periodically and attend village meetings. PCSO Simpson raised the issue of Police Surgeries in the village. She could park by the bus shelter every 3 or 4 months and hold a surgery there. PCSO Simpson had also checked the defibrillator to make sure it was shown in the right location on the police mapping system.

A councillor raised the issue of speeding in the village and felt a police presence might deter vehicles from speeding. PCSO Simpson said she would be attending a Community Speed course in the near future and once this had been done she could then use the speed gun. The registration of any offenders would be noted and the police would contact the person involved. Warnings could be issued and persistent offenders could have their vehicle seized. The Parish Council discussed the best times to monitor speeding with PCSO Simpson.

The police were conducting a Special Constable campaign. The Parish Council agreed to place an advert on the website. PCSO Simpson would look to see if she could provide some posters as well.

PCSO Simpson gave the Parish council information about the Community Messenger programme. This was a system that people in the village could sign up to ([www.NYCM.UK](http://www.NYCM.UK)) and they would receive information about events and be able to see reports etc.

**Action:** PCSO Simpson would send a digital version of the Community Messenger poster to the Parish Council to put on its website.

The Independent Advisory Group was looking for volunteers to join the group. This was a virtual group and members would receive feedback on policing issues.

The Parish Council was invited to email PCSO Simpson if any help was required between Parish Council meetings.

**Action:** Clerk to circulate PCSO Simpson's email address to councillors.

The Chair raised the CCTV issue with PCSO Simpson. There was not a lot of crime in the village but residents had asked about installing CCTV. PCSO Simpson advised that another village, Burn, was looking at this issue too. There was a cost implication with installing CCTV and good kit was required to capture quality images. CCTV was a visual deterrent which was a good thing.

A councillor said monitoring CCTV images was an issue, as a volunteer would be required to take on this role.

A councillor asked what the situation was if private CCTV cameras were pointed at a road. PCSO Simpson responded by saying that CCTV should be within the boundary of a house but if the cameras picked up part of a path or road this shouldn't be a problem. There was nothing stopping people in the village having ring doorbells as an alternative option to CCTV. Doorbell footage was really clear and there was no legislation regarding the installation of a doorbell. PCSO Simpson suggested that villagers could be offered a voucher towards purchasing a doorbell or the Parish Council could facilitate buying the doorbells in bulk.

A councillor suggested encouraging villagers to join the Community Messenger app so they could advise the police if they would be happy for their CCTV images to be used to fight crime in the village.

## **17600. Planning:**

### **a) Applications for consideration**

The following applications were noted:

**2023/0036/FULM** – Re-profiling of existing golf driving range, improvement of existing practice area through the importation of inert material, drainage infrastructure, levels changes, highways works, landscaping and external alterations at Selby Golf Club Mill Lane Brayton.

**2022/1094/FUL** - Division of existing bungalow into two dwellings at Beech Lodge, 1 Park Meadows, Gateforth.

### **b) Decision Notices to be noted**

**2022/0839/TPO** - Crown lift the NE limb to 4.5m and reduce this limb by 15% to Chestnut tree (T1), and removal of low level tree limb to Chestnut tree (T4) protected by TPO 17/1980 at 2 Hall Cottage , Church Lane, Gateforth.

Application permitted.

A councillor advised that the planning application relating to the building a new housing estate in Thorpe Willoughby had been refused.

## **17601. Finance**

### **a. Finance Report from the Clerk:**

The Council's financial balance at 1<sup>st</sup> March 2023 is as follows:

<b>General Fund</b>	<b>£1,106.06</b>
<b>Capital Fund</b>	<b>£36,140.82</b>

### Payments

Payee	Description	Amount
Henley Nurseries	Tree for village	£360.00
Autella	Payroll services for January, February and March	£69.31
HMRC	Tax bill for tax months 10, 11 and 12	£108.40
Clerk	Salary for March inc. back pay + expenses (home working allowance)	£247.20
YLCA	Annual membership subscription	£129.00
Clerk	Salary for April + expenses (home working allowance)	£141.80

**b. To receive end of year bank reconciliation:** The clerk circulated a copy of the end of year report to councillors and the details were noted.

**c. To receive Internal Auditor's report:** This was ongoing.

**d. To complete the Annual Return for year ending 31<sup>st</sup> March 2023 and approve the Annual Governance Statement and Statement of Account:**

**RESOLVED:** That the Parish Council agreed it should be exempt from an external audit and it should approve the Annual Governance Statement and the Statement of Account as presented to the Council.

It was agreed that the cashbook for 2022/23 should be placed on the website.

**Action:** Clerk to circulate a copy of the cashbook to the Parish Council.

**17602. Discuss ongoing issues and agree action:**

a) Queens Canopy plaque – the Council was waiting for quotes for the plaque.

b) Tree Survey – The tree survey was due to be completed in July 2024. This item would be included in the Parish Council action plan/log.

c) Old Gateforth document – A councillor had collected the document.

d) Litter Pick – The litter pick had taken place. The Chair thanked everyone who helped with the litter pick.

e) Paperhouse Lane – this issue was still outstanding.

**Action:** Clerk to contact the Planning Advisor for advice on this issue.

f) Update on outstanding planning applications – A councillor agreed to ensure the planning page on the website was up to date. The clerk would approach YLCA for advice on the planning issue and how long applications should take to be processed.

**Action:** Clerk to contact YLCA and ask for advice on how long planning applications should take to be processed and what the Parish Council role was with regards to following up outstanding applications.

**17603. Agree dates, times and place of meeting for Council for 2023/24:**

**RESOLVED:** That the following dates, times and location were agreed for 2023/24:

**Monday 4<sup>th</sup> September 2023, 7.30pm, Chapel Haddlesey Community Hall meeting room.**

**Monday 4<sup>th</sup> December 2023, 7.30pm, Chapel Haddlesey Community Hall meeting room.**

**Monday 4<sup>th</sup> March 2024, 7.30pm, Chapel Haddlesey Community Hall meeting room.**

**17604. CCTV in Village:** This item had been discussed already.

**RESOLVED:** That the approach discussed with PCSO Simpson regarding encouraging residents to join the Messenger group and to purchase ring doorbells should be followed.

**17605: Correspondence Received:**

- Vision ICT email re. Google Analytics: The Parish Council discussed whether it should update Google Analytics on its website and agreed that it would not proceed with the update for the moment.
- Letter from Insurance Company re. renewal quote: The Parish Council agreed that it would seek further quotes from Zurich and NFU.

**Action:** Clerk to contact Hambleton Parish Council to find out which insurance company they use and to obtain further insurance quotes from Zurich and NFU.

- YLCA email re. annual leave increase: The Parish Council agreed that it would adopt the National Joint Council recommendation for Local Government Services to upgrade the annual leave allowance for the clerk to 23 days annual leave from 1<sup>st</sup> April 2023 plus 2 extra statutory days.
- Octopus energy, new energy suppliers: The Parish Council noted that their utility account had been transferred from Bulb to Octopus.
- Email from PCSO Laura Simpson about putting a notice on the Parish Council website: This item had been discussed already.
- Email from resident about events in the village for Coronation Sunday: The Parish Council said that it had posted newsletters to residents, which contained information about the Coronation event. Details had also been put on Facebook. The Big Lunch had not been organised by the Parish Council but by people in the village. All residents in the village had been invited to attend the event.

**Action:** Clerk to respond to the resident's email.

**17606: Minor items:**

Landing Lane Resurfacing

A councillor reported that they had written to NYCC about the recent work carried out on Landing Lane. NYCC had responded and said that it had been sealing the road this time. There was a plan to re-surface the village road in 2024. Temporary repairs to the road would be carried out in the meantime. The road was being monitored on a monthly basis, which included carrying out a safety inspection.

**17607: Items for the next agenda:**

None.

**17608 Date of next meeting:** The Parish Council agreed that the next Parish Council meeting would be held on Monday 4<sup>th</sup> September 2023 at 7.30pm.

The meeting closed at 9.15pm.