

Nunthorpe Parish Council

Minutes of Meeting Held Wednesday 2nd October 2013

PRESENT:

Councillors - Nicholas Hill (Chairman), John Harrison (RFO), Charles Morrish, Philip Yates, David Leyland (Vice-Chairman), Alan Bonnington, Ken Tomlinson.

IN ATTENDANCE:

Community Council - Lesley Tomlinson, Resident – Bob Mullen, Angela Livingstone (NPC Clerk).

1.0 APOLOGIES FOR ABSENCE:

Jacqueline Webb (work commitment)

2.0 CORRESPONDENCE:

2.1 The Clerk presented the correspondence/communication received since the previous meeting:

- Emails from NALC/Hardwick in Partnership
- Emails sent & received re: pond project from Middlesbrough Council
- Email re training Data Protection/Freedom of Information, Clerk & Cllr Webb expressed an interest in course.
- Emails to & from Middlesbrough Council & Ward Councillors re: Grey Towers Village road names
- Emails to/from Middlesbrough Council re: Ward Councillors Conduct
- Email to resident - Residents complaints
- Emails/letters to & from Middlesbrough Council re LDF + meeting
- Emails x 2 to Middlesbrough Council re: budget preparation
- Photographic Competition entries
- Email from Dogger Bank re Consultation – B Mullen progressing
- Letter from Dept. for Communities & Local Gov. re: boundary change
- Email to Middlesbrough Council re: tree legacy
- Email to Middlesbrough Council re: Grey Towers Village 106 monies
- Email from Middlesbrough Council re: Footpath 48 consultation on closure
- Email from Ward Cllr. Thompson re: meetings at Grey Towers Village

2.2 No response had been received from Middlesbrough Council with regards to budget preparations and 106 monies. Clerk to progress. **ACTION: Clerk**

3.0 ANY OTHER BUSINESS:

None discussed.

4.0 MINUTES OF PREVIOUS MEETINGS:

EGM 6/8/13 - Consideration was given to the minutes of the EGM held on 8th August 2013. The minutes were approved by Cllr Yates and seconded by Cllr Morrish. The minutes of the meeting were accepted as a true and accurate record of proceedings.

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EGM 23/8/13 - Consideration was given to the minutes of the EGM held on 23rd August 2013. The minutes were approved by Cllr Yates and seconded by Cllr Bonnington. The minutes of the meeting were accepted as a true and accurate record of proceedings.

September Meeting - Consideration was given to the minutes of the monthly meeting held on 3rd September 2013. The minutes were approved by Cllr Yates and seconded by Cllr Bonnington. The minutes of the meeting were accepted as a true and accurate record of proceedings, subject to the following amendment.

6.4 Cllr. Yates asked Cllr. Harrison to confirm what monies are still available for grants in this financial year. Should read 6.4 Cllr. Yates asked Cllr. Harrison to confirm what monies are still available for grants in this financial year; Cllr. Harrison confirmed this was approx. £2000.

5.0 MATTERS ARISING FROM THE MINUTES:

2.2 Cllr. Leyland enquired if the Clerk had obtained any information from the Ward Councillors regarding speed checks, Clerk advised that no response was given.

7.0 Cllr. Yates stated that Cllr. Tomlinson had been a pleasure to work with since his appointment last month.

6.0 FINANCE:

Cllr. Harrison presented his monthly financial report, which all members agreed as correct.

6.1 Expenditure since last meeting:

Parish Clerk September Wages & expenses	£ 405.56
Room Hire	£ 43.00
Newsletter printing	£ 36.00
Community Donation – Nunthorpe in Bloom	£ 600.00

6.2 Liabilities £ 3900.00

6.3 Budget: Cllr. Harrison advised that any community donations and projects need to be added now to give a clear indication of budget requirements. He suggested that the precept be held at the same figure as 2013/2014, however is unsure if an extra figure will be added again. He advised an increase in costs for the Clerks training. Cllr. Leyland asked for details of the CiLCA course to be sent to him. Members agreed the need for a detailed budget for running costs for the forthcoming year. **ACTION: Clerk & Cllr Harrison**

6.4 Grant Applications: Cllr. Harrison advised of an application from Nunthorpe Table Tennis Club and an expected application from the Gardeners for which Cllr. Leyland declared an interest. Clerk advised of discussions with the Guides and Friends of Chandlers Ridge, but no applications received to date. Cllr. Bonnington advised of costing for the newsletter project he is working on being approx. £250 per quarter. Cllr. Leyland advised of a suggestion of £200 each for the three schools.

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Cllr. Yates asked that the short story competition project is calculated in spending donations this year and that an amount be agreed for the tree legacy project. Cllr. Yates stated his appreciation of the work that Cllr. Harrison does on the accounts and budget. **ACTION: ALL**

7.0 IMPROVING THE PARISH COUNCIL:

7.1 Standing Orders/Statutory requirements:

Cllr. Hill congratulated the working party who worked on the new document which he stated was an outstanding document. Cllr. Tomlinson advised that they had removed items which were not relevant and replaced with procedures which this Parish Council follow. Cllr. Yates asked that the RFO looks over the Finance section as this has not been amended; he confirmed that as previously stated by the Clerk there is a requirement for Financial Regulations to be shown as a set of procedures. Cllr. Yates asked Cllr. Harrison to write down the procedure which he follows. Clerk confirmed that a model template had been forwarded and members agreed that Cllr. Harrison's document could be adopted alongside the standing orders. Cllr. Yates also confirmed that the Annual Parish Meeting is mandatory. Members agreed that this would be held 30 minutes prior to the AGM and would be adequately advertised. Any changes to the standing orders to be circulated for perusal prior to the next meeting. **ACTION: Cllr Harrison & ALL**

8.0: S106 MONIES:

Members discussed that work had commenced on the project and monies should have been released. Members resolved that a reminder be sent to Middlesbrough Council with a copy to the Chief Executive. **ACTION: Clerk**

9.0 NUNTHORPE AND MARTON RECREATION CLUB (Cllr Yates update):

2 new trustees have been co-opted making a total of 5 trustees now. Cllr Yates stated his disappointment that despite all of the sporting clubs being approached only the football club put forward a nominee. Members discussed that the club has good facilities but felt that the club is not marketed correctly.

10.0: GREY TOWERS FARM:

Members discussed the invitation from Ward Cllr. Thompson to attend weekly meetings on site. Cllr. Yates asked if the Planning Committee would take this forward however it was felt that there would not always be a representative available. Members agreed that it would be good for a Parish Councillor to attend however as advised by Cllr. Yates, the Parish Council could only resolve to send a representative who's responsibility would be not to give opinions but report back to the council. Cllr. Yates agreed to attend this week's meeting and following week's meetings to be organised to suit availability of Councillors.

Cllr Leyland advised that he has read the conditions imposed on the project together with road traffic acts which show that wheel washing facilities should be installed. Letter to be sent to Middlesbrough Council. **ACTION: Cllr Leyland**

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11.0 ALLOTMENTS:

Cllr. Hill stated if the allotments are sold there is no land to replace them. He suggested the use of 106 monies to fund the purchase of the allotments together with appealing on behalf of the allotment holders and stating the duty that the Parish Council has to supply allotments.

12.0 LDF:

Members discussed recent meeting with Paul Clarke and that no commitments were given. Members asked clerk to re-send letter which had not been responded to with copy to Chief Executive. **ACTION: Clerk**

13.0 CONDUCT OF WARD COUNCILLORS:

Letter sent awaiting response.

12.0 PROJECTS:

Update on projects:

The Avenue Pond – Meeting held at proposed site. No planning permission required and this project has been passed to the Middlesbrough Council engineers for consultation. Cllr. Yates suggested that when a reply is received proposals could be looked at in greater detail, open evenings held and articles placed in the newsletter. Lesley Tomlinson advised that previous discussions stated that the Ward Councillor and Community Council were against this project, but it has not yet been put to the CC Executive.

Short Story Competition – Cllr. Yates advised that he envisages sending a pack together with explanations in November. This will ask schools to either advise children of the competition or build it into the literacy project. Full details to be brought to next meeting. **ACTION: Cllr. Yates**

Tree Legacy Fund – Cllr. Yates enquired if monies available in this year's budget could be put forward to begin the fund for the tree legacy. Cllr. Harrison queried this project and stated he was unsure where monies could be held. Awaiting response from Middlesbrough Council.

Photograph Competition – Clerk asked Parish Councillors what quantities should be ordered this year. Members discussed that a full box was not sold and agreed a quantity of 150. Clerk to order and organise date for an exhibition. **ACTION: Clerk**

New Projects:

Welcome to Nunthorpe Signs – Cllr Hill advised that during a previous meeting Cllr. Leyland had suggested altering the signs to show welcome to Nunthorpe, North Yorkshire, as Nunthorpe is technically in the boundary position of North Yorkshire. Members voted with five in favour and one abstention and one against. Costs to be obtained which Cllr. Bonnington suggested the signs be removable.

ACTION: Cllr Leyland

Summer Fayre – Cllr. Hill proposed an idea of promoting NMPFA with a joint summer fayre. Members discussed that a summer fayre is already held. Cllr. Yates advised that at a recent event the club had turned down offers of side shows. Cllr. Tomlinson advised that the earlier Summer Fayre organisers would probably welcome the involvement of some young people to their group.

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Bob Mullen stated that the group he is part of in Coulby Newham which only has 6 people involved held an event at which over 1000 people attended, raised £1,000 and brought the community together. Members asked for this to be placed on the agenda for next month.

ACTION: Clerk

13.0 NEWSLETTER:

Cllr. Bonnington detailed work from newsletter working party to date. Members queried the feasibility of the project. Cllr Yates advised that a mock up, final costing and decision regarding involvement from the Community Council were the next steps. Members agreed and Cllr. Hill asked Bob Mullen to discuss with the working party. Cllr. Yates stated that he had received no articles for the next newsletter which are required prior to 25th October and that it is difficult to fill the space. The working group was reminded it can contact the CC with ideas, but it was suggested that more concrete ideas be taken to them than were existent at the time of the meeting. **ACTION:**

Newsletter working party & Lesley Tomlinson

14.0 PLANNING APPLICATIONS – PLANNING COMMITTEE FEEDBACK:

14.1a) Review of previous applications: A Report summarising the status of previous applications compiled by the NPC Planning Sub-Committee was circulated in advance of the meeting (previously circulated).

16.1b) Applications were brought to the attention of the full NPC requiring discussion/decision.

Nothing to discuss.

Cllr. Harrison asked for a letter to be sent regarding hedge cutting at the Polo Field. **ACTION: Clerk**

With no further business to discuss, the Chair closed the meeting at 9.40pm thanking Members for their attendance.

The next meeting will be held on Wednesday 6th November 2013.