

LUTTONS PARISH COUNCIL

MINUTES OF ORDINARY MEETING

Held at Kirby Grindalythe Village Hall on 16th January 2025 at 7.00pm

Members Present: Councillors M Pearce (Chair), B Scott, S Bell.

Parish Clerk: Anne-Marie Benson

There were no members of the public present.

1.	<i>To receive apologies and approve reasons for absence.</i> Apologies were received from Councillors J Wane, J Randerson, P Randerson and M Hughes. The apologies and reasons for absence were accepted and approved.
2.	<i>To receive any declaration of interests not already declared under the council's code of conduct or members' Register of Disclosable Pecuniary Interests.</i> No Interests were declared.
3.	<i>To approve and sign the minutes of the ordinary meeting held on 18th November 2024 as a true and correct record</i> – The minutes were agreed and approved and signed by the Chair. RESOLVED: Clerk to email round the amended 3-year budget from last meeting to all councillors.
4.	<p><i>To consider the following planning applications:</i></p> <p>ZE24/10006/GPAGB – Belle Vue Farm, West Luton - Change of use of agricultural buildings to form 1no. four-bedroom dwelling (Use Class C3). RESOLVED: No objections were raised but the Parish Council would like the owner to include in their plans some green energy solutions, such as solar panels or solar thermals, that would reduce the carbon footprint of the dwelling longer term. Clerk to inform North Yorkshire Council (NYC) of the parish council's decision.</p> <p>ZE24/10007/GPAGB – Manor House Farm, East Luton - Change of use of traditional agricultural buildings to form 2 dwellings and associated operations reasonably necessary to convert the buildings. RESOLVED: No objections were raised but the Parish Council would like the owner to include in their plans some green energy solutions, such as solar panels or solar thermals, that would reduce the carbon footprint of the dwellings longer term. Clerk to inform NYC of the council's decision.</p>

5.	<p>Financial Matters: To note the following payments</p> <p>David Chaffe – Website Maintenance Oct-Dec 2024 - £60</p> <p>RESOLVED: this payment was agreed and cheque signed. The Clerk notified the meeting that she has now taken over the control of the Parish Council website following conversations with the website maintainer.</p> <p>To Note: <i>To receive an update on Internet Banking.</i> The Clerk and the Chair are now signatories on the account, and an application for Internet banking is in progress.</p> <p><i>Bank reconciliations</i> – A full bank reconciliation for the year will be completed and circulated to councillors as soon as access to the bank statements is available.</p> <p>RESOLVED: Clerk to chase up the internet banking application with the bank.</p>
6.	<p><i>To receive a report from the Environmental Committee</i></p> <p>The Chair presented the report and the following issues were discussed:</p> <ul style="list-style-type: none"> • Fly-tipping – Cllr Pearce was told about an issue, but it has now been cleared. • 5 water voles in the Gypsy Race – This site at Park Lane has now been nationally registered as a wildlife habitat for voles. RESOLVED: Cllr Pearce to contact NYC Highways i.e. Jonathan Dickens; to inform him of the Water Vole registration. • Gypsy Race clearance – The Parish Council work on this has been completed, and NYC work now finished. The Gypsy Race is running freely and appears to have helped towards there being no flooding to either the roadways or properties during the recent heavy rains. A previous issue that was raised concerning the flow of the GR being obstructed beneath a residents access bridge is now resolved and the GR is flowing well. • A request was received from local resident, about a breakdown of costs for recent Gypsy Race work. It is not possible to do this. However, action is being taken to obtain the cost of work per metre in and out of the village RESOLVED: Cllr Pearce to chase up contractor about price per metre for Gypsy Race clearance inside and outside of the villages and bring to the next meeting. • Verge Disturbance - Cllr Pearce to contact the resident who initially raised the issue to request they record any ongoing verge disturbance, so future options can be considered. • Assets - Cllr Bell had undertaken a comprehensive report on the assets belonging to the PC. A number of issues still need to be sorted. RESOLVED: 1) Cllr Pearce to ask Cllr Wane to inquire from West Lutton School the status of the PC's tables and chairs currently loaned to the School i.e. should they be removed whilst the demolition works takes place and then possibly loaned back to the School once the new building is operational. 2) Cllr Bell to contact Councillors to see if anyone has space to store the PC's display board that are currently stored at Rob Harling's. 3) Clerk to check if the grit bin at the west end of Back Lane is Parish Council's or NYCC's. The bin is shown on NYCC's map but doesn't appear to have been filled. Assets to be agenda to next meeting agenda to finalise.

7.	<p>Helperthorpe Village Green <i>To receive an update from the Chair regarding the ongoing issues, and consider any further action, if needed.</i> Cllr Pearce hand posted a letter to all residents living adjacent to the green reminding people that nothing should be on the Village Green without authority from the Parish Council. Since then, no further issues have been reported.</p>
8.	<p>Grass-cutting across the Parish in 2025 <i>To consider the schedule for Grass cutting across the Parish in 2025-26, alongside the plan from Cllr Bell.</i> Cllr Bell provided maps regarding the grass cutting expectations RESOLVED: 1) Clerk to check if NYC Grass cutting map “green sections” are cut by NYC, as some in Luttons do not appear to be. 2) Cllr Pearce and Cllr Bell to compare the old, contracted grass cutting maps to new proposals and bring to next meeting to finalise.</p>
9.	<p><i>To notify the clerk of matters for inclusion on the agenda of the next meeting.</i></p> <ul style="list-style-type: none"> • Risk assessments – these need to be updated. • Asset Register, ongoing asset management and grass cutting going forward.
10.	<p><i>To set prospective dates for Parish Council meetings some or all of the rest of the year.</i> Thurs 20th March is currently booked with Kirby Grindalythe Hall. Prospective dates going forward are: 28th or 29th May – for Annual meetings; 16th or 17th July; 17th or 18th Sept; and 12th or 13th Nov. RESOLVED: Clerk to send email to all councillors with prospective dates, asking them to confirm if they can currently make them, as we need to book KG Village Hall as soon as possible.</p>
11.	<p>To confirm the date and venue of the next meeting as Thursday 20th March 7pm at Kirby Grindalythe Village Hall</p>

Approved by Council and signed by the Chair

(signed)

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(date)