

DRAFT to be approved at next Annual General Meeting

LUTTONS PARISH COUNCIL

MINUTES OF ANNUAL GENERAL MEETING

Held at Weaverthorpe Village Hall on 17 May 2011 at 7.00pm

Present:

Christine Carpenter
Jenny Clarke
Tony Crawford
Rod Eady
Stephanie Fidell
Joe Lacy
Andy Macdonald
John Wane
Michael Dupontet (Clerk)

Apologies:

Philip Carpenter

Item		Action
1.	Election of Chair for 2011-2012 RE proposed that John Wane should be the chair. TC seconded. There being no other nominations he was declared elected unanimously. JW took the chair.	
2.	Appointment of Vice Chair for 2011-2012 AM proposed that Rod Eady should be the vice-chair. JW seconded. There being no other nominations he was declared elected unanimously.	
3.	Apologies for absence Philip Carpenter's apologies were received.	
4.	Declarations of interest Councillors were asked to complete the Notification of registrable interests form. Declarations of interest in agenda items were called for. TC said that he may have conflicts of interest between his roles as Chair of the Benefice and Church Warden and Treasurer for St Mary's Church. It was agreed to deal with these on an item by item basis as they arose. SF stated that as she was employed by North Yorkshire County Council (NYCC) and this should be borne in mind when item 14 was discussed.	All
Edward Legard, Wolds Ward District Councillor, joined the public at this time and was welcomed by the Chair.		
5.	Acceptance of Office The completion of the Declaration of Acceptance of Office forms by Councillors was noted. PC yet to complete his. JW and RE had completed second declaration as Chair and Vice Chair.	PC

6.	<p>Model Code of Conduct for Parish and Town Councils Councillors resolved to adopt the model code of conduct.</p>	
7.	<p>Minutes of Last Years Annual General Meeting 4 May 2010 These were distributed to members and a short time allowed for reading. It was agreed that, as the majority of the council are new and some were aware that there were issues with the previous minutes, Councillors could not approve last year's minutes, but received and noted the minutes. There were no outstanding actions to carry forward.</p>	
8.	<p>Financial Accounts 2010-2011 JW explained that the previous council had not had the accounts audited, and there had been insufficient time between appointment and today's meeting for the new Councillors to action this, however, AM had looked through the accounts and reached a balance. The accounts showed a balance of £6,109.11 at year end. There has been some expenditure in this year so the balance is now lower. AM pointed out that in the previous year the Parish Council had received £2,703 from NYCC for grass cutting but had spent only £1,128 on this and used the remainder for other activities or to bolster reserves. RE queried whether VAT had been claimed back and MD told the Council that it had not, but it was possible to reclaim VAT for up to 3 years. JW said that final approval of the accounts would take place at the next meeting at which time they would be published as an open document. The Council approved the accounts subject to audit.</p>	
9.	<p>Arrangements for external audit It was recommended that, in order to attempt to meet deadline submission date for accounts of the end of May, the auditor used last year should be used again. This would cost c£50. Every effort would be made to meet the tight timetable. It was agreed that the accounts should be audited, the annual return completed and advice sought as to the potential for reclaiming VAT. The Council approved expenditure of up to £100 for this exercise. The Council agreed that further work would be undertaken to identify an auditor, preferably a local one, in time for next year's audit.</p>	Clerk
10.	<p>Resignation of Clerk and arrangements for replacement MD handed his resignation to the Chair. JW paid tribute to MD and his sterling work over a difficult period. The Council wished to formally reflect their thanks for all his attempts and hard work. JW said that he regretted the fact that MD had decided to resign but recognised the many other interests which MD wished to pursue. RE told the meeting that in an attempt to create continuity and robustness for the Council, he had spoken to AM about taking up the post of Clerk. There was a question as to whether AM could be Clerk and Councillor at the same time, but the Yorkshire Local Councils' Association written advice stated that this was allowed if the Councillor took on the Office of Unpaid Clerk. TC pointed the Councillors to the 'tool kit' saying that this arrangement was not seen to be best</p>	

	<p>practice.</p> <p>AM told the meeting that he was happy to take on the Clerk's role for a maximum of one year, or until new recruitment procedures to appoint a paid Clerk were in place and a Clerk was appointed, whichever was soonest. He told the meeting that whilst he was happy to carry out the work on an unpaid basis, he would submit any reasonable expenses to the Council. Previously the expenses had been seen as part of the Clerk's remuneration and he felt this inappropriate.</p> <p>The Councillors resolved to create the Office of Unpaid Clerk and appointed AM to that position.</p>	
11.	<p>Responsible Finance Officer and approved cheque signatories</p> <p>It was explained that this role was one of overseeing the financial arrangements of the Council with the legwork being carried out by the Clerk. SF was appointed by unanimous vote.</p> <p>The Council approved J Wane, Rod Eady and S Fidell as the three cheque signatories.</p> <p>2 of 3 signatures were required for each cheque. A new bank mandate was to be drawn up to reflect the changes.</p>	Clerk
12.	<p>To set the date, time and frequency of meetings</p> <p>In view of the urgent nature of some of the business, it was agreed to hold the next meeting on Sat 28 May at 2.30 in Weaverthorpe Village Hall.</p> <p>Meetings would then be bi-monthly on a Tuesday evening starting at 7.00pm. The Clerk was asked to prepare a calendar of meetings for approval at the next meeting.</p> <p>E-mail was agreed as the primary source of communication.</p>	Clerk
13.	<p>Annual Parish Meeting</p> <p>Although it meant delaying the event beyond the deadline of 1 June, it was agreed to be imperative that parishioners' views were sought as to the way forward and the Annual Parish Meeting was seen as the ideal vehicle for this. It was agreed to set up a sub-committee of the Council to arrange the Annual Parish Meeting. This would be led by TC and include members of the YCA, the 2 Churches, the Funday Club and any other local bodies that would be interested in presenting their activities and working together towards a cohesive community approach.</p> <p>It was discussed whether it would be possible to hold this as part of another event, but it was felt to be too complicated for this year, although a possibility for future years.</p> <p>JW asked Rachel Macdonald (in the audience) to publicise this through the villages' website.</p> <p>JL queried whether the Council was committed to another firework display. As no commitment has been made it was agreed that this was an item to be discussed with parishioners at the Annual Parish Meeting. RE pointed out that the field may not be available for fireworks in the future. There were also Health and Safety and insurance issues that required verification.</p>	TC RM
14.	<p>Planning Application for wind farm</p> <p><i>Proposed planning application for 10 wind turbines and associated infrastructure on East and West Heslerton Wold.</i></p> <p>JW opened the discussion to the members of the public attending the meeting. A member of the public stated that the application had been approved already. The Councillors and Edward Legard stated that it had not yet been approved</p>	

<p>and it was explained that an extension of time had been given to Luttons Parish Council to submit it comments, the date had been extended from 5 May 2011 to 18 May 2011.</p> <p>AM had been asked to look at the proposal and prepare a short critique; this had been circulated to Councillors before the meeting, but for benefit of the public who had not seen this AM talked through the document.</p> <p>Particular concerns were raised about the size of the turbines; the overall size and impact of the wind farm; the position of the wind farm and its effect on the landscape; the trenching work to connect the wind farm to Yedingham along with the fact that this was a matter for separate approval by a different body; the number and impact of the HGV vehicles and workers cars accessing the site; and the size, number and impact of the low loaders carrying the turbine parts. The noise of the transportation and works was also worrying. Concerns were also raised over the possibility of future developments should this one be approved, particularly as the Wolds do not have the protection of the National Parks and Areas of Outstanding Natural Beauty and are seen to have good wind conditions.</p> <p>It was queried whether the applicant would be improving the road system for their use, but the proposal only contains plans to deal with over-sailing in Wintringham and plans to restore roads to their original condition at the end of the construction phases. The construction would take 12 months.</p> <p>Edward Legard reported that he had been canvassing on this issue along the Wolds Valley and he had found it an emotive issue with opinions on both sides. However, in his view the majority of opinion was negative with English Heritage, the MoD and many Parish Councils objecting. He reported that Rural England had said the developers couldn't have found a site with more negative impact. He had fought hard to retain the area of high landscape value designation which Ryedale District Council (RDC) had sought to remove.</p> <p>It was pointed out that there was a conflict between RDC's policy regarding rural landscapes and their renewable energy policy. Government policy also supported renewable energy.</p> <p>The levels of compensation were queried and it was explained that there was a community benefit package planned for once the planning permission was granted, but other such packages for these schemes were minimal given the size of the developments and the monies to be earned. There were no plans to provide cheaper/free electricity to households in the area.</p> <p>A member of the public felt the argument should be whether or not we supported renewable energies. If we supported renewable energies and refused the wind farm surely we were just NIMBY's? Other types of renewable were discussed such as solar on all houses and wave/water power, but no comparison could be made due to insufficient information in the application. It was felt that whilst wind may be the best method of creating energy at the moment that in the near future other methods may take over. This meant wind would be used to meet immediate targets instead of finding the best way forward.</p> <p>The Council resolved to object to the application by 6 votes to 2.</p> <p>AM undertook to put together a response to meet the deadline of the next day, which objected to the application and reflected the concerns raised during the evening's discussions.</p>	<p>AM</p>
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15.	<p>Publication of draft minutes It was resolved to publish draft minutes on the website and notice-boards within 10 days of the meeting (standard good practice). These minutes would then be approved at the next meeting and any alterations noted.</p>	Clerk
16.	<p>Items of business for next meeting The following items were agreed</p> <ul style="list-style-type: none"> • Firework display • Christmas function for 70years+ • Snow clearance in Back Lane • Churchyards maintenance • Gypsey race maintenance • Grass cutting/gutters/gulleys/culverts • Footpaths • Speeding through Helperthorpe • Outline budget <p>Councillors were asked to e-mail any other agenda items to the Clerk. Speeding through Helperthorpe was raised and a discussion took place regarding the 2 bids which remained in the Malton and Norton Service Centre Strategy – a) traffic calming measures in Helperthorpe and East Lutton b) remedial work on footpaths from West Lutton to Butterwick. It was pointed out that the speed signs in Helperthorpe were not legal and AM agreed to follow up on this point. Further information on the speed camera from Safer Ryedale was to be sought.</p>	<p>Clerk</p> <p>All</p> <p>AM</p>
	The meeting closed at 9.20pm	