

**MINUTES OF THE REMOTE MEETING OF RUDBY PARISH COUNCIL HELD
ON THURSDAY, 25 JUNE 2020 AT 7.00 PM**

Present: Councillor Mrs E Foden (Chair) Councillors Messrs A Collingwood, A Mortimer, T Jopling, D Simpson, S Tate and A Voke

County Councillor Mr D Hugill

1 member of the public

1. Apologies for absence were received from District Councillor Mrs B Fortune, Councillors Messrs N Thompson and G Wilson.
2. The minutes of meetings held on 18 and 27 May had been circulated and were agreed as correct records. They will be signed by the Chair.
3. **River Footpath.** The Council has agreed to pay the first instalment. The project is not finished. Councillor Jopling said the contractor came back to do a bit more work after it was disputed that the job was finished. The Chair said the quality was not what we expected and we have learnt a lesson. The specification could have been tighter. If we think it is not value for money then we should pursue it. Councillor Collingwood said we were all pretty concerned about the path up the slope where the tree roots are. At the moment it is not very good. Councillor Jopling said the work that has been done in this area is not going to last as they have just put more stones on. The Chair suggested a meeting on site to see if they thought the work was acceptable. Councillor Jopling said he would liaise with them and meet them on site. Councillor Tate said if the Councillors who were at the previous meeting can remember what was said this would be an advantage at the site meeting. The Chair said at some time the next part of the path will need work on it and the Council will tighten up the specification.
4. **Sports Area.** The Chair said we have trespassers on the Sports Area. District Councillor Mrs Fortune has raised it with Hambleton District Council and it has been reported to the Police. Councillor Jopling said residents will be expecting some action. The Chair said we have to go through a legal process. The Clerk has written to YLCA for their advice. Councillor Mortimer said it needs attack from every direction and we have to make sure we do it properly. Councillor Jopling thought we needed to do some research. Can we find out how the gentleman was moved from the lay-by. Councillor Voke said how do we stop this happening again? The Chair said we will have to close the gate. Councillor Jopling suggested obstacles could be put in the way such as boulders or tree trunks. Councillor Voke said we need access for the grass cutters and Councillor Mortimer said access would also have to be clear for emergency services. Councillor Tate queried whether HDC had put an exclusion order on when he was moved from Great Broughton. Councillor Mortimer suggested e mailing HDC and asking Councillor Tate's questions. We could also e mail the Police asking what action they have taken so far. Councillor Tate thought the Council should allocate a budget of up to £5,000 to deal with this matter. Councillor Collingwood was concerned about the risk of the area being contaminated and should the Council be allowing people to use a potentially unsafe area. He suggested perhaps a note should go out from the

Council to residents. The sign at the Play Area says No Overnight Parking. County Councillor Mr Hugill said it is private land but the trespasser will stay until he is moved on. He thought it would be the County Council that took action to move him from the A172 layby, Councillor Tate asked if the County took out an exclusion order. There does not appear to have been a forced entry onto the Sports Area. Councillor Tate asked County Councillor Hugill if he could ask what legal methods NYCC took to move him off their land. County Councillor Mr Hugill said he will talk to the Highways Officer tomorrow. Councillor Jopling said the Council needed to move fairly quickly on this by e mail or a remote meeting.

5. **Neighbourhood Plan.** Councillor Mortimer gave a report. Not very much is happening due to Covid 19. KVA Planning have prepared a Basic Conditions Statement. There has been some communication with Broadacres Housing Association. They are looking at doing some kind of development within the Parish. Dialogue is on-going. We are waiting for Hambleton District Council to come back with comments on our draft. HDC are going through the Local Plan examination process. Under Covid 19 regulations you can do the community consultation but referendums cannot be held until next May. If we had got through the consultation and examination process the Plan gets treated as if it has been approved if you are only waiting for a referendum. The grant ceiling has been raised by £1,000. Councillor Jopling asked what would be the impact of the Housing Needs Survey. Councillor Mortimer said Broadacres did a Housing Survey and they also had a report from Housing Research. We are not obliged to look at large sites here. We need to have a dialogue to see what emerges and come back to the Steering Group and Parish Council and communicate with the Parish. Councillor Jopling said the original figure was 25 units but they are talking about a much larger figure. Councillor Mortimer said Housing Research talks about servicing the needs of 70,000 people. That is not something we need to be servicing. The needs of the Parish are more modest. The document has not been published for wide circulation.

6. **Planning Applications**

- a. Planning Appeal – Construction of a 3 bedroomed dormer bungalow at Blue Barn Cottage, Middleton Road. The Council had recommended refusal in the original application and it was agreed that these comments should stand.
- b. Replace existing rear conservatory with garden room. Alterations to existing front door and replace all existing windows with grey UPVC windows. Remove cladding to front of house and render at 8 Levenside 20/00920/FUL. The Council recommended approval.
- c. Outline application for 4 No. detached dwellings at land off Embleton Farm, Garbutts Lane. 20/00905/OUT. The Council recommended refusal. The proposed development is contrary to Policy CP4 of the Hambleton Local Development Framework and does not meet any of the exceptional circumstances for development outside development limits. The change of access arrangements does not make this a materially different proposal to the one made for the same development site in 18/00768/OUT which was refused by HDC. Like its predecessor, this proposal fails to comply with the requirements of the Interim Policy Guidance Note as it is harmful to the character and form of the settlement due to its location. Furthermore, the application makes no commitments towards delivering a housing mix which is in line with Parish needs as evidenced by work on our Neighbourhood Plan or which is in compliance with HDC policies.

- d. Works to trees in a Conservation Area at Green Acre, The Wynd 20/00903/CAT. The Council recommend approval.
- e. Works to fell a tree in a Conservation Area at 2 Levenside. 20/00992/CAT. The Council recommend approval.
- f. Application for Listed Building Consent for construction of a single storey pitched roof traditional link extension at Ober Green Cottage, Campion Lane. 20/00997/LBC. The Council recommended approval.
- g. Application for construction of a single storey pitched roof traditional link extension at Ober Green Cottage, Campion Lane. 20/00996/FUL. The Council recommended approval.
- h. Revised application for construction of detached dwelling and double garage at 24 Belbrough Close. 20/00971/FUL. The Council recommended refusal. The proposal is for a large dwelling with associated garaging in a corner plot formerly used as garages for other dwellings in Belbrough Close which is a 'T' shaped cul-de-sac where demand for parking at the head of the 'T' is in excess of the on-street capacity. Historically the site has also been used as a shared access to off-street parking for Nos. 21 & 22 as noted by the officer in the report for 19/02007/FUL. While these access arrangements are not planning matters in themselves, any loss of access to this existing off-street parking will put further pressure on parking in an area with insufficient capacity. Due to the local context, the Parish Council consider it essential that any development of this site includes a commitment to provide sufficient on-site parking for its maximum occupancy, including visitors, to avoid adverse impacts on neighbours and to mitigate against potential loss of access to existing off-street parking for Nos. 21 & 22. Due to its location in a corner plot and with dwellings on Belbrough Lane to the south and Doctors Lane to the east, there is a significant risk of overlooking with loss of privacy for neighbouring properties as noted in para 1.3 of the officer report on 19/02007/FUL. The Parish Council remains supportive of the principle of development of a dwelling on this brownfield site provided the design does not have unacceptable adverse impacts on neighbour amenity. The Parish Council note the following changes to the approved design: 1) a significant increase in the dwelling footprint; 2) a change in position of the dwelling to the rear of the plot; 3) changes to internal layout of the house giving rise to a different pattern of overlooking; 4) the installation of a fixed stair to the dwelling attic indicating an intended intensification of use of the attic space; 5) the partitioning of one of the bays of the garage and repositioning of the stair such that it could no longer be used for car parking; 6) the installation of roof lights to both sides of the garage roof indicating an intended intensification of use of the space. The Parish Council consider that the adverse consequences of the design changes include:
 - 1. A net reduction in the availability of on-site parking due to the increase in the size of the dwelling occupying more of the plot and changes to the internal design of the garage resulting in the loss of opportunity to use it as a double garage.
 - 2. A potential overlooking issue for the garden of No. 21 arising from the new rooflight on the north side of the garage.
 - 3. Increased overlooking risk for Nos 22 and 24 despite the relocation away from the boundary as there is now a bedroom window at first floor level and an attic window which can be accessed by a fixed stair on this elevation.
 - 4. Increased overlooking issues from the half-landing window on the eastern elevation due to the relocation of the dwelling towards the rear boundaries of Doctors Lane properties.
 - 5. Loss of openness for Doctors Lane properties due the relocation of the 8.5 m high eastern gable end close to the eastern boundary with Doctors Lane.

In the opinion of the Parish Council the cumulative effect of these design changes has an unacceptable adverse impact on neighbour amenity which is why it recommends refusal.

The next planning applications are for information.

- i. Change of use of shop to make part of the existing residential part of the building and internal and external alterations at 11 South Side. 20/010500/FUL
- j. Proposed work to fell an ash tree in a Conservation Area at 40 South Side 20/01156/CAT. 20/01156/CAT.
- k. Proposed domestic dog kennel and domestic vehicle garage at Oakwood Farm, Tame Bridge. 20/01095/FUL.
- l. Construction of an access road from Belbrough Lane for the removal of Christmas trees for biomass fuel at land and buildings north of Drumrauch Hall, Belbrough Lane 20/00907/FUL
- m. Proposed works to tree in a Conservation Area – 10% crown thinning, removal epicormic growth, removal of deadwood and 20% reduction of branch overhand to garage and neighbouring property at 1 The Old School, Enterpen. 20/01155/CAT.
- n. Construction of a two-storey rear extension at South Lund Farm, Tame Bridge. 20/01152/FUL.

7. Finance . The Internal Auditor's Report had been received and circulated to Councillors. The Council accepted the report. The Auditor had mentioned the Allotments Account and recommended that the account be closed. The Clerk had previously been in touch with YLCA concerning this account and was informed that the money in the account can only be used for capital purposes on the allotments and the account should stay open. The Auditor will be given this information. Concerning the Risk Assessment document, the Auditor recommended that it should be evident from the minutes that the Council has considered all risks at a Council meeting. The Annual Governance and Accountability Report has been sent to the external auditors PKF Littlejohn. The date for the Public Rights to Inspect the Accounts is 29 June – 7 August 2020. Notification will be posted on the Council's website and noticeboards. The Employer's Summaries for May and June and the Employer's Tax Summary April – June were received from T P Jones & Co. LLP. The balances in the Council's accounts are as follows:

Community Account	£5,000.00 (29 May 2020)
Burial Account	£17,503.54 (29 May 2020)
Business Premium Account	£114,557.22 (29 May 2020)
Allotment Account	£1,3810.10 (29 May 2020)

8. Correspondence

- a. Letter from resident re junction at Belbrough Lane and Station Lane. The Council had written to NYCC Highways and Armstrong Richardson detailing his concerns. A reply has been received from Armstrong Richardson. It was agreed to let the resident know that no reply had been received from Highways but that a response had been received from Armstrong Richardson saying that the trees will not be removed.
- b. A letter was received from a resident concerned about the number of heavy vehicles using Stokesley Road. It was agreed to send the letter to NYCC Highways asking for their comments.

- c. A letter of thanks was received from South Tees Hospitals Charity acknowledging the Council's donation.
- d. An e mail was received from Climate Action Stokesley and Villages about adopting the A172 to identify and protect existing wildflowers that can be found on the verges, plant trees where appropriate and keep the areas clear of litter. Councillor Simpson said he was happy for Trees for Tomorrow to respond to this. Councillors Simpson and Tate are members of Climate Action Stokesley.
- e. E mail from NYCC – Keep up to date with Covid 19. Support and advice available in North Yorkshire. Circulated to Councillors.
- f. E mail from YLCA on NALC Guidance: Compliance with the Public Sector Bodies (websites and mobile applications) (No. 2) Accessibility Regulations. Circulated to Councillors.
- g. E mail from YLCA concerning a consultation by LGA on the new Model Code of Conduct. Circulated to Councillors.
- h. E mails from YLCA including White Rose Update and information on various webinars. Circulated to Councillors.
- i. Rural Bulletins received by e mail from Rural Services Network and circulated to Councillors.

9. **Update on Recruitment of Clerk.** The Chair said the Council received nearly 70 applications for the post of Parish Clerk. On the 2 July 2020 three shortlisted candidates will be interviewed by a panel consisting of Councillors Foden, Mortimer and Thompson. All three are good strong candidates.

10. **Co-option of Councillors for Hutton Rudby and Middleton Parishes.** Vacancies exist for one Councillor for Hutton Rudby and one for Middleton. Rudby Parish Council is a combined Parish Council so any elector from Hutton Rudby, Rudby, Skutterskelfe and Middleton can apply to fill either vacancy. Hambleton District Council has informed the Council that they can now co-opt as there was no call by 10 electors for an election to be held. The vacancies will be advertised.

11. Planning Decisions of Hambleton District Council

- a. Re-submission of application for a new detached 2 storey, 3 bed dwelling with access gates at Plot 3 OS field 2719, Stokesley Road. 20/00480/FUL. Granted.
- b. Application for the construction of a detached two bed bungalow with integral garage with new vehicular and pedestrian access at Plot 5 OS field 2719, Stokesley Road. 20/00694/FUL. Granted.
- c. Works to trees in a Conservation Area at Green Acre, The Wynd 20/00903/CAT. Granted.
- d. Application for proposed work to trees subject to a TPO 1967/45 at 16 Belbrough Lane 20/00144/TPO. Refused.

12. Accounts

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| a. Wave – Northumbrian Water – Water for Allotments | £0.64 DD |
| b. Clerks & Councils Direct – Subscription Renewal | £60.00 |
| c. GGN Sportscare Ltd. – Cut hedge at Sports Area Invoice 30/5/20 | £150.00 |
| d. GGN Sportscare Ltd. – Grass cutting Village Green, Play Area, Verges, etc.
Invoice date 30/5/20 | £1,014.00 |
| e. GGN Sportscare Ltd. – Grass Cutting Burial Ground Invoice 30/5/20 | £156.00 |

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f.	GGN Sportscare Ltd. – Interment Invoice Date 30/5/20	£200.00
g.	Amberol Limited – 2 Barrel Planters Invoice 5 June 2020	£249.00
h.	Internal Auditor – Internal Audit and Review Invoice 11 June 2020	£120.00
i.	Whitegates Nursery – Plants & Compost (Care for our Village) Invoice June 2020	£376.90
j.	Clerk – Monthly salary for May + broadband	£576.93
k.	HMRC – 1 st Quarter Tax	£517.94
l.	KVA Planning – Work on Neighbourhood Plan Invoice 24 June 2020	£700.00

Monies Received

Dales of Thirsk – Extra Inscription	£65.50
Resident – Re-reservation of ashes plots	£96.00

The Chair declared the meeting closed at 8.25 pm.