

## **FOSTON & THORNTON-LE-CLAY PARISH COUNCIL**

### **MINUTES OF A PARISH COUNCIL MEETING HELD VILLAGE HALL, THORNTON-LE-CLAY ON WEDNESDAY 04 MAY 2016 AT 7.30PM**

**Councillors Present:** Calum Balding (CB) Simon Burton (SB)  
Evelyn Conlon (EC) Nigel Cox (NC)  
Eric Hope (EH) Bryan Pillow (BP)  
Christine Walker (CW)

**In Attendance:** Fiona Hill (FH) - Parish Clerk

**Public Present:** 0

- 16/144 To receive apologies for absence and reasons given:**  
None
- 16/145 To record declarations of interest in items on the agenda:**  
EH – RDC Planning Committee
- 16/146 To confirm the minutes of the meeting held on Wednesday 06 April 2016:**  
Minutes were approved
- 16/147 To discuss matters arising from previous minutes:**
- FH was still awaiting a response from Highways about signage at Village Farm, Foston
  - FH was still trying to obtain the historic bridleways information
- 16/148 Councillors to discuss long-standing matters:**
1. Community Emergency/Resilience/Schemes  
A leaflet had been drafted and CB would look into printing. A cupboard was found for storage of the emergency bag.
  2. Good Neighbours/Parish Defibrillator Schemes  
FH reported that she was still researching this. EH pledged the monies from the Garage Sale towards the defibrillators.
  3. Parish Plan  
Cllrs would look again at the actions
- 16/149 Public Session - The Parish Council will, time permitting, adjourn the council meeting for a short time to allow for public comment and questions:**  
None
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**16/150 To discuss new planning applications received:**

1. 16/00208/FUL The Granary, Thornton-le-Clay

The Parish Council discussed this at length and the response letter was agreed as follows:

The Council noted that the applicant states that this is "not a separate property" and that "Last year.....installed a shower and kitchen in the extension, so that it became a small flat for her to use".

This is believed to be untrue. We believe that this property has never been an "office and hobbies studio over", as per planning application 04/01257/FUL.

Since it was built, relatives, friends, and people holidaying in the area have stayed in this property, which has been used as a holiday let and long term let. About 10 years ago a local couple lived in it between renting out their house and moving to live and work away. Over numerous years it was rented out as a holiday home. It is still listed on the Sykes Cottages website under property reference 2246. The photos and description from the website are shown at the end of this letter. More recently it has been used at a home for two of the applicants daughters.

We have a concern that this property has been used for people to live in without planning permission and, therefore, without the appropriate fire regulations being put in place.

In addition, if this application is granted, parking will be a problem due to its positioning between two bends.

We believe that the property should only be used for what was originally granted - an "office and hobbies studio over" and that the building should remain part of the curtilage and ownership of The Granary.

**16/151 To discuss matters raised by Parish Clerk/Responsible Financial Officer:**

1. Bookkeeping records to date

NTR

2. Internal Control Checks(s)

NTR

3. Monthly property inspection report

EC had done last month and EH would do next month

4. Work Place Pensions (Staging Date 01 October 2016)

NTR

5. Matters raised by/with Yorkshire Local Councils Association

NTR

6. Rent Review

Deferred, but to be completed by 07 August 2016

6. To approve payments as follows:

6.1	Fiona Hill	Salary	£89.88	100428
6.2	Mrs C Walker	Village Hall Key Cutting	£33.30	100430
6.3	Village Hall	Rent	£12.00	100431

Cheque 100429 was cancelled

**16/152 To report any new correspondence received by the council:**

None

**16/153 To receive matters raised by members:**

- SB requested a "No Through Road" sign for the other side of the road at Quarry Hill, Foston, as the one in situ was not visible, when travelling from the opposite direction. There is an issue with vehicles travelling down the road, as directed by Sat Nav Systems, then if towing or a large vehicle, it is very difficult to turn around.
- CB reported that there was still fly-tipping in the ditch behind the first layby travelling left from the T-junction at The Oaks.

**16/154 To confirm the dates of the future meeting(s) on Wednesdays at 7.30 p.m. in the Village Hall, Thornton-le-Clay:**

01 June 2016

06 July 2016

05 October 2016

03 August 2016

02 November 2016

07 September 2016

07 December 2016

**The Pensions Regulator - "Duties Checker:**

Confirm who to contact -

FH has registered herself as both the Primary and Secondary Contact.

Choose a pension scheme -

The Parish Council have enrolled with Now Pensions with assistance from Ardent IFA Ltd, 80 Clifton, York, YO30 6BA. Tel: 01904 655330. Email: [hello@ardentuk.com](mailto:hello@ardentuk.com)

Work out who to put into a pension -

Do this on your staging date (Deadline - 01Oct16)

Write to your staff -

Do this within six weeks after your staging date (Deadline - 15Nov16)

Declare your compliance -

Do this within five months after your staging date (Deadline - 01Mar17)