



Minutes of a meeting of Sutton on the Forest Parish Council held on Wednesday 11 September 2019 at 7.30pm in the Grey Village Hall.

Present: Councillor Anderson (Chair)
Councillor Gray
Councillor McMeekin
Councillor Matthews

In Attendance: Sue Bracewell (clerk)

No members of the public.

Apologies

Apologies were received from Cllrs Shearman, Rankin and Patmore

Declarations of interest

There were no declarations of interest.

19/1 Minutes of the meeting held on 3 July 2019

1.1 The minutes of the meeting held on 3 July 2019 had been circulated. These were agreed as a correct record and proposed for adoption by Cllr McMeekin and seconded by Cllr Matthews.

19/2 Matters arising

2.1 Maintenance update: Cllr Matthews reported that the trees overhanging the play area, which the resident of Bluestone Cottage was concerned about, will be cut down at the weekend as part of the maintenance day.

2.2 Painting: a quote from Steve Cummings had been circulated and accepted. The work has started today.

2.3 Defibrillator update: installed and waiting to be commissioned at end of September.

19/3 Dog Fouling update: Cllr Gray reported that the leaflet on dog fouling from HDC went out with Sutton Times. The signs for the playing field area have been purchased and are awaiting installation. Cllr Matthews suggested that these could be done on Sunday as part of the maintenance day. Cllr Gray also reported that a comment had been raised that there were not enough bins in village.

19/4 **Public Participation**

4.1 There was no public participation.

19/5 **Report from North Yorkshire County Council**

5.1 County Cllr Patmore had sent apologies

19/6 **Report from Hambleton District Council**

6.1 District Cllr Watkins was not at the meeting.

19/7 **Finance**

7.1 The following payments were approved for payment, proposed Cllr Matthews and seconded Cllr McMeekin

4.7.19	BACS	40/19	M Hammond	Moor End site meeting	35.00
27.7.19	BACS	70/19	HMRC	Clerk PAYE	131.40
27.7.19	BACS	160/19	Hambleton DC	Election expenses	100.00
27.7.19	BACS	30/19	D S Marwood	Grass cutting	232.00
27.7.19	BACS	150/19	R Shearman	Parish meeting expenses	42.05
27.7.19	270	140/19	Inc Dot	Newsletter June	141.43
14.8.19	BACS	30/19	D S Marwood	Grass cutting	272.00
14.8.19	BACS		M J Ryder	Defib installation	207.82
19.8.19	271	150/19	Hambleton DC	Dog fouling leaflets	30.00
11.9.19	272	150/19	Inc Dot	Parish Meeting leaflets	19.83
11.9.19	273	140/19	Inc Dot	Newsletter September	141.43
11.9.19	274	70/19	S M Bracewell	Clerks salary	1,453.20
11.9.19	275	80/19	S M Bracewell	Clerks expenses	168.92
1.10.19	BACS	70/19	HMRC	Clerks PAYE	131.40

7.2 The financial update had been circulated and was noted.

19/8 **Complaints Policy**

8.1 A new policy had been drafted by Cllr McMeekin and circulated. With an amendment to paragraph 7 the policy was proposed for adoption by Cllr Gray and seconded by Cllr Matthews. The policy will be brought to the next meeting for signing off. Thanks were recorded to Cllr McMeekin for her work drafting this new policy.

19/9 **Adoption of Governance Documents**

9.1 The Standing Orders, Financial Regulations and Code of Conduct were formally adopted and signed by the Chair and Clerk.

19/10 **Sutton Times**

10.1 The tender for the printing of Sutton Times had been circulated. It was agreed to continue using IncDot for the printing.

10.2 There was a discussion about the inclusion of advertising for local businesses in the Sutton Times. Cllr Matthews suggested that a maximum of one page could be set

aside in each issue for this purpose. The space could then be divided up in different ways to accommodate requests. It was felt that full page advertisements for businesses were not appropriate. This suggestion was agreed.

10.3 It was also agreed that a name and phone number, with an email where appropriate should accompany every article.

19/11 **Moor End**

11.1 John Smale had sent an update on the work and this was noted. He wanted volunteers to help with sowing the yellow rattle.

11.2 It was also recorded that a Licence had been granted to Christine Withyman for vehicular access to Moor End.

19/12 **Planning**

12.1 The planning update as circulated was noted.

19/13 **Planning issues**

13.1 Cllr Rankin had reported on several planning issues in the parish. He had drafted a response to the Local Plan and this was agreed. Cllr Rankin had to be thanked for an excellent report.

13.2 Four planning applications awaited our response and he suggested 'no comment' for each of them. They are: Beech Tree Farm, Carr Lane; Chestnut House, York Road; Sterne Way; Goosewood Holiday Park. Councillors agreed these responses.

19/14 **Reports from village organisations**

14.1 Village Hall – Cllr McMeekin reported that pre school use of the hall has gone down. The cost of electricity is high and is regularly monitored. A Wine tasting is planned for Saturday 28 September, tickets on sale at £10.00.

14.2 Newsletter – nothing else to report.

14.3 Thirsk & Malton Constituency Area committee. No report

14.4 Easingwold & Villages Forum, no report

14.5 Playing Field – Cllr Matthews reported that the annual Sutton 10k would take place on Sunday 22 September. Any donations of cakes etc would be most welcome. Volunteers always welcome for marshalling etc. Maintenance day takes place on Sunday 15 September. Petanque pitch is finished and in use. Some new play equipment is being installed later in the autumn.

14.6 Cllr Matthews also reported on an email received from Tony Wilson complaining about rabbits in his garden. He was also complaining about silver birch seeds getting into his windows.

19/15 School sign – A letter had been received from Mrs Pye the Headteacher expressing her disappointment that the planning application for the sign had been refused and that they felt a lack of support from the Parish Council. After considerable discussion, it

was agreed that Cllr McMeekin would draft a reply explaining the Council's position and circulate to Councillors for approval before sending.

19/16 **Date of next meeting**

Next meeting **Wednesday 13 November 2019 7.30pm in the Grey Village Hall**

There being no further business the meeting closed at 9.15pm

Signed: Chair

Date: