

# Escrick Parish Council

**Official notice of Escrick Parish Council meeting to be held at 7.30pm on MONDAY 1<sup>st</sup> June 2020. The meeting will take place via zoom video conferencing application. Members of the public are welcome to join for part 1 of the meeting. Please contact [clerk@escrick.org](mailto:clerk@escrick.org) at least 24 hours before the meeting to request the access code.**

Councillors are summoned to attend the meeting of the Parish Council detailed above and to consider and resolve the business to be transacted on the agenda below.

*Meetings are open to the Press and Public except for any item labelled as part 2 under the Public Bodies (Admission to Meetings) Act 1960, Section 1.*

*Press and public may not speak when the council is in progress; when councillors are discussing council business; when councillors are in the process of decision making.*

*Any elector is entitled to attend this meeting and any concerns, questions or suggestions will be taken after the Chairman welcomes those present. The time for this will be limited to 15 minutes.*

*Contact: Chair – Richard Rowson, [chair@escrick.org](mailto:chair@escrick.org);*

*Clerk – Sally Look, [clerk@escrick.org](mailto:clerk@escrick.org), 72 Main Street, Wheldrake, York, YO19 6AA*

## Part 1

- 20069: **Welcome: Chair to welcome Councillors and members of public to the meeting.**
- 20070: **Apologies/Attendance:**
- a. Present: Chair to make a note of attendees.
  - b. Apologies: Council to receive apologies and any reasons for absence from councillors; to consider and resolve whether or not to accept any reasons given.
- 20071: **Interests:** Chair to remind members to make any declarations of interest in any agenda items.
- 20072: **Public correspondence received:** Council to note any correspondence received from members of the public prior to the meeting.
- a. Consider employing contractor to maintain parts of the village including regular maintenance of planters.
  - b. Request to reconsider clearance of Wenlock Drive moss build up and sweeping.
  - c. To note further concerns received regarding groups congregating on the village green and children allegedly not social distancing.
- 20073: **Public session:** Council to receive comments on agenda items or other questions/comments from electors present.
- 20074: **District and County Councillor updates: To receive updates from:**
- a. District Councillor.
  - b. County Councillor.
- 20075: **Minutes:** To resolve whether to accept the minutes of the last meeting ordinary meeting held on 4<sup>th</sup> May 2020 and the Admin & Finance Meeting held on 11<sup>th</sup> May 2020.

## Planning

- 20076: **Planning, new applications:** To resolve comments on the following applications.
- a. 2020/0449/HPA. 2 The Glade, Escrick. Conversion of dormer bungalow to include single and two storey front and rear extensions and front dormer roof extension complete with internal alterations to create additional living accommodation. Extension granted for comments to 5<sup>th</sup> June 2020.
  - b. NY/2020/0064/73. The Old Brick and Tile Works, Riccall Road, Escrick, YO19 6ED, Variation of condition No. 2 of Planning Permission Ref. C8/10/3AC/CPO which relates to raising landfill levels.
- 20077: **Planning determinations: To note determinations made since last meeting.**
- a. No determinations received since last meeting.
- 20078: **Planning, ongoing:** To note any updates on the following and resolve any further actions:
- a. CYC/2019/00078/OUTM: Caravan park at former North Selby Mine site.
  - b. NY/2018/0229/73: Variation to infill conditions at old brick works quarry.
  - c. NY/2016/0251/FUL: Proposed waste transfer station at former Stillingfleet Mine.
  - d. 2019/0698/OUT: Land adjacent to About Thyme, Hollicarrs Close.
  - e. NY/2019/0136/ENV: Land adjacent to Escrick Business Park.
- 20079: **Planning working group**
- a. To receive an update from Cllr Coulson and resolve any further actions.
- 20080: **Planning, Neighbourhood Plan:**
- a. To receive an update from Cllr Bartle on the NDP including an update on the Call for Sites responses.
  - b. To resolve to delegate ongoing progress to Councillors on the NDP working group as set out in the update document.

## Highways

- 20081: **Highways:** County Cllr Musgrave/Chair to provide an update on the A19/Skipwith Road traffic light scheme, and to resolve any further actions. If not present, defer until next meeting.
- 20082: **Highways: VAS sign**
- a. Chair to update councillors on VAS sign.
- 20083: **Ongoing highways issues:**
- a. Update on highways issues raised following the December 2019 meeting (listed below) and resolve any further actions.
    - a. Badly worn H bar marking at Main St/Carr Lane junction;
    - b. Overgrown foliage on A19;
    - c. Foliage in visibility splay at Carr Lane / Skipwith Road junction.
  - b. Surface water flooding

- a. To receive an update on the Carr Lane sewage flooding discussed at December 2019 meeting and reported to the MP's office.

## Maintenance

### 20084: **Maintenance issues:**

- a. To receive an update from Cllr Reader and Cllr Moran on maintenance issues arising. To resolve any further action.
- b. To consider whether to try to establish a working group to progress appearance and environmental issues (paper attached).
- c. To agree responsibility for planters at the Escrick village signs, and to approval reimbursement of costs incurred (£68.77).
- d. To agree whether to proceed with, and if so a budget for, plants at the Dolphin Fish Jubilee Memorial.
- e. To agree to obtain a quotation for an electrical supply to the Dolphin Fish Jubilee Memorial for future lighting of the memorial.
- f. To agree to proceed with replacement of village green fence along Carrs Meadow, including contributing £500 of Parish Council funds and subject to successful application for a £1000 County Councillor locality grant (paper attached).
- g. To resolve to use NYCC contractors to replace the wiring for the wall mounted junction box to the ceiling light fitting in the bus shelter. Estimate cost £295 + VAT.
- h. To consider relocating waste bins on village green to perimeter of the green on Carrs Meadow or Carr Lane in order for them to be emptied by SDC rather than residents.

## Finance and Governance

### 20085: **Finance report (RFO):**

- a. Account balances and reconciliation:

		<b>Community account</b>	<b>BMM account</b>
i.	Account balances as reported at last meeting:	<b>£4499.69</b>	<b>£21,693.75</b>
ii.	Payments made since last meeting		
	T Rees - Neighbourhood plan flyers	-£23.00	
	T Rees - Neighbourhood plan posters	-£92.40	
	S Look - Clerk's April salary	-£	
	S Look – Clerks expenses	-£95.50	
	NYCC – VAS installation	-£660	
	PWLB – streetlight loan	-£1467.74	
iii.	Payments made since last meeting under clerks delegated powers:	Nil	
iv.	Balance transfer to community a/c		-£3000.00
iv.	Receipts:		
	Precept 1 <sup>st</sup> instalment		£9500
	Balance transfer from savings	£3000.00	
v.	Account balances as at 20 <sup>th</sup> May 2020:	<b>£4805.37</b>	<b>£28193.75</b>
vi.	Uncleared cheques:	Nil	
vii.	Autela – payroll Jan-March 2020	-£57.18	

- b. Routine payments to be made:

viii.	Clerks May salary	-£
ix.	B Hopper; internal audit 2019-20	-£120.00
x.	Clerks expenses	-£116.57
xi.	NYCC- Annual street lighting electricity 2019/20	-£793.27
xii.	NYCC Right of Way Escrick School land 2019/20	-£40.00
xiii.	T Chambers – village planters	£68.77

c. Purchases / exceptional payments to be approved and made:

xiv.	Nil	
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20086: **Policy and governance:**

- a. To note the Annual Internal Audit Report for 2019/20 included at page 3 of the Annual Governance and Accountability Return (AGAR).
- b. To approve Section 1 – Annual Governance Statement 2019/20 on page 4 of the AGAR
- c. To approve Section 2 – Accounting Statements 2019/20 on page 5 of the AGAR
- d. To approve publication of the documents required by the Accounts and Audit Regulations 2015, the Local Audit (Smaller Authorities) Regulations 2015 and the Transparency Code for Smaller Authorities.

20087: **Admin & Finance committee:**

- a. Update on the A&F committee meeting held on 11<sup>th</sup> May 2020.

Other items

20088: **Correspondence received:**

- a. NYCC Covid-19 update sent to councillors weekly.

20089: **Items for the next meeting**

- a. To note any items for the agenda of the next Parish Council meeting.

20090: **Agree schedule of meetings for the coming year.**

- a. Monthly Parish Council meetings ordinarily take place on the 1<sup>st</sup> Monday of the month at 7.30pm, except in August when there is no meeting, and if the 1<sup>st</sup> Monday is a bank holiday where the meeting will be deferred to the following Monday.

Part 2

20091: **Confidential business:** To consider and resolve whether to exclude Public and Press on the grounds that matters for discussion affect individual staff members/ procedures/ legal/ finance issues.

20092: **War memorial bus shelter:**

- a. To receive any update to our proposal and resolve any further actions. Response received from resident.

*Signed: Sally Look, Clerk, Escrick Parish Council*  
*Date: 27<sup>th</sup> May 2020*