

ESCRICK PARISH COUNCIL

OFFICIAL NOTICE OF ESCRICK PARISH COUNCIL MEETING TO BE HELD AT 7.30PM IN
ESCRICK VILLAGE CLUB ON MONDAY 2ND SEPTEMBER 2019

Chairman: Cllr R Rowson

Clerk/RFO: Mrs H Guest, 40 Linden Way, Thorpe Willoughby, YO8 9ND
clerk@escrick.org

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.
- Listeners may also speak at the end of the meeting (for information only).
- Decisions cannot be made at this meeting on items not on the agenda.
- Councillors, clerk, public and press are requested to sign the attendance book.

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.

Agenda items

Part 1

19121: Apologies/Attendance:

- a. **Present:** Clerk 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.
- c. All present are requested to sign the Attendance book.

19122: Interests: Chair to remind members to make any declarations of interest in any agenda items.

19123: Welcome: Chair to welcome Councillors, Clerk and visitors to the meeting.

19124: Minutes

- a. To resolve whether to accept Minutes of the last meeting.
- b. If approved, Chairman to sign minutes as a true record.

19125: Council to receive comments on agenda items or other questions/comments from electors present.
(For information only; clerk to make notes of comments; no answers or discussion at this meeting)

Items received ahead of the meeting: All items listed on agenda.

19126: Proposed traffic light scheme on the A19 (paper available on the Parish Council website)

1. Chairman to report on current status of traffic light scheme and to resolve any actions.

19127: To receive reports, for information only, from:

- a) County Councillor

- b) District Councillor
- c) Other:

Chairman reports that the Clerk/RFO has submitted her resignation. This to be discussed in the Part 2 section of the meeting.

19128: Planning: To resolve any comments on the following:

1. Applications:

a. 2019/0698/OUT: Outline application for the erection of 1no affordable dwelling including access (all other matters reserved) on Land Adjacent To About Thyme, Hollicarrs Close, Escrick.

2. Decisions:

a. 2018/1434/HPA: Demolition of existing garage, proposed two storey side extension, front extension and balcony at 1 Northlands Close, Escrick. Approved.

3. Other:

a. NY/2016/0251/FUL - Stillingfleet Mine Waste Sorting Centre: To receive any updates.

b. North Selby Mine redevelopment: To receive any updates.

c. Brickworks clay extraction: To receive any updates.

19129: Neighbourhood Plan: To receive update from Cllr Rees, then to discuss and resolve any action on the following:

1. Progress to date
2. Planned next steps
3. Workshops in October
4. Updates for website and NDP Facebook page
5. Local green spaces audit
6. Heritage assets
7. Call for sites and land ownership
8. Communications - website and Parish magazine

19130: Highways:

1. Update from Chairman on A19 traffic light scheme and resolve any actions.
2. Update from Chairman on Skipwith Road Vehicle Activated Sign procurement and resolve entering into agreement with NYCC for the sign.

19131: RFO to report on closing balances and recent payments.

a) **Account balances**

- | | |
|---|------------|
| 1. Current account balance as at 29th August 2019 | £9,840.58 |
| 2. Savings account balance as at 29th August 2019 | £26,837.05 |

b) **Payments made since last meeting under Clerk's delegated powers** - None.

c) **Payments to be made:**

- | | |
|---------------------|--------|
| 1. Autela (payroll) | £39.23 |
|---------------------|--------|

d) **Receipts:**

- | | |
|------------------|--------|
| 1. Bank interest | £11.81 |
|------------------|--------|

e) **Other:**

1. Audit:

(i) To note the Annual Internal Audit Report for 2018/18 included at page 4 of the Annual Governance and Accountability Return 2018/19.

(ii) To approve Section 1 – Annual Governance Statement 2018/19 for Escrick Parish Council on page 5 of the Annual Governance and Accountability Return 2018/19.

(iii) To approve Section 2 – Accounting Statements 2018/19 for Escrick Parish Council on page 6 of the Annual Governance and Accountability Return 2018/19.

(iv) To approve the publication of documents required by the Accounts and Audit Regulations 2015, the Local Audit (Smaller Authorities) Regulations 2015 and the Transparency Code for Smaller Authorities.

2. To resolve whether to renew insurance with Came & Company (on long term agreement) at a cost of £1,667.88.

3. To resolve whether to purchase 2 additional gazebos for the Village Green at a cost of £1,410.17 (subject to donation being received from VGA).

4. To resolve whether to purchase gravel and hire plant equipment to refurbish the woodland walk at the Playground, cost tba (subject to EPFA making donation).

5. To note receipt of new Financial Regulations template - to produce for resolution at a later meeting.

5. To note payment of Clerk's salary.

19132: Resignation of Clerk: To note resignation of Clerk. Finance & Admin Committee to give update in Part 2 Confidential session at the end of this meeting.

19133: Polling District and Polling Places review 2019 - SDC consultation. To resolve what, if any, comments to make.

19134: Maintenance Issues: To receive any updates from Cllrs Moran or J Reader.

19035: Correspondence received

1. Eastern CEF Forum to be held on 26th September.

Closure of Part 1 meeting.

Part 2

19136: 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.

19137: Staffing matters: To discuss Clerk's resignation and resolve actions to be taken.

Closure of Part 2 meeting

Signed Helen Guest

Clerk/RFO, Escrick Parish Council

Date : 28th August 2019