

Escrick Parish Council

Minutes of Escrick Parish Council Annual meeting held in Escrick & Deighton Club at 7.30pm on MONDAY 6th SEPTEMBER 2021.

- 21189: **Welcome: Chair welcomed Councillors and member of public to the meeting.**
- 21190: **Apologies/Attendance:**
- a. Present: Cllr Bartle, Cllr Chambers, Cllr Hawes, Cllr Hopkinson, Cllr J Reader, and Cllr Rowson. 1 member of the public. Clerk; S Look. District Councillor N Reader and County Cllr Musgrave.
 - b. Apologies: Cllr Coulson, Cllr Cunningham and Cllr Rees.
- 21191: **Declarations of Interests:** Cllr Reader declared an interest in item 2021/0860/HPA as a relation of the applicant.
- 21192: **Public correspondence received:**
- a. Email from a resident reporting a birch tree and associated hedging is causing a line-of-sight issue on Carr Lane. Confirmed that the Parish Council have no relevant powers to deal with this as it is a private matter.
 - b. Email from a resident reporting the overhanging hedge at the junction of Carr Lane. Councillors confirmed that this hedge has now been cut.
- 21193: **Public session:**
- a. No updates from member of the public present.
- 21194: **Updates from other authorities:**
- a. District Cllr N Reader informed councillors that there is District Councillors budget funding available.
 - b. County Cllr Musgrave reported on the local government reorganisation confirming the government has accepted North Yorkshire County Council's bid to create one unitary council across NYCC footprint. City of York Council will be a separate small unitary council. Election of councillors to the new unitary council will take place in May 2022 and the new council will be in operation from April 2023. Cllr Musgrave also reported that there is a delay to some planned highways work due to the contracts moving back in house. Locality Budget funding available to spend before the end of March 2022. Application needs to be submitted before the end of January.
 - c. Police report not received.
- 21195: **Minutes:**
- It was resolved to accept the minutes of the Parish Council monthly meeting held on 5th July 2021 and the extra-ordinary meeting held on 16th August 2021.

Finance and Governance

- 21196: **Finance report (RFO):**
- a. It was resolved to note the following account balances and reconciliation and accept payments to be made:

		Current account	Savings account
i.	Account balances as reported at last meeting (as at 27 th June 2021):	£3466.17	£27195.24
ii.	Payments made since last meeting:		
	Unity Bank service quarterly service charge	-£18.00	
	S Look – Clerks May & June expenses	-£125.47	
	S Look – 5.5 hrs May & June overtime	-£	
	HMRC- clerks salary	-£26.40	
	Autela payroll	-£52.20	
iii.	Payments made since last meeting under clerks delegated powers:		
	Nil		
iv.	Receipts:		
	Transfer from savings to current account	£2,000.00	-£2,000.00
v.	Account balances as at 27 th August 2021:	£4865.58	£25194.24
vi.	Uncleared previously authorised payments:		
	R Rowson – Defibrillator pads	-£52.00	
	S Look – July salary inc. 5.5 hrs May & June overtime	-£	

b. Routine payments to be made:

viii.	PKF Littlejohn; external audit	-£240.00
ix.	Escrick & Deighton Village Hall - room hire	-£40
x.	S Look – Clerks July & August expenses	-£64.78
xi.	S Look – August salary, 1.5hr July overtime	-£
xii.	R Rowson – bus shelter light bulb	-£5.99

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

xiii.	Nil
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21197: **Policy & Governance:**

- a. Noted the ‘notice of completion of audit’ received. To publish the “Notice” along with the certified AGAR (Sections 1, 2 & 3), which must include publication on the Parish Council website.
- b. Parish Council Insurance renewal. Resolved to delegate to the Admin & Finance committee to do a final review of the insurance quotations received.

Highways

21198: **Highways: Skipwith Road**

- a. It was resolved to accept the proposed plan for a village gateway on Skipwith Road.

21199: **Ongoing highways issues:**

- a. Update given on the overgrown hedge at The Parsonage. Cllr Chambers confirmed that he has spoken to the manager at the Parsonage who assured him that the overgrown hedge would be cut back by mid-September. They have been unable to do it to date due to staff shortages and the back log of weddings they are working through. Clerk to contact NYCC for further action if not done as stated.
- b. NYCC have placed an order for disability access / dropped kerbs in the village on 16th June. Awaiting confirmation of start date.

- c. No progress from NYCC on 20mph zone policy around schools.

21200: Bus stops:

- a. CYC have confirmed the new stock of litter bins have arrived and they will install one at the A19 northbound bus stop within the first few weeks of September.
- b. CYC have confirmed they have made a request to Arriva to change the bus fares. No progress. Clerk to follow up again.
- c. Councillors resolved to accept the proposal from CYC for a new bus shelter at the Southbound bus stop on the A19. There is not enough room for a full shelter like the northbound one so they will fit a cantilever one with a perch bench facing away from the carriageway. Approximate cost will be £2000-£2500.
- d. Resolved to contact CYC to request a plan for streetlighting near the VAS sign at the bus stop on the A19 and a firm quote. Clerk to contact residents at Greenacres with the new plan once received.

Maintenance

21201: Maintenance issues:

- a. Coronation Memorial. Councillors considered quotations for the following tree work; Yew - screen reduce the overall height to approximately 450mm above the existing boundary wall, levelling throughout to formalise, removing all foliage pruning back to the main framework. Himalayan Birch - tree adjacent to the Carr Lane to dismantle and remove to approximately 50 mm above ground level due to canopy decline and poor health. Himalayan Birch - trees lateral prune overhanging vegetation over neighbouring to suitable branch union. Resolved to accept quote from Lewis Tree Surgery.
- b. No update or response from residents on Carrs Meadow regarding damage to their fence from tree(s) growing on the village green.
- c. No further reports of Main St sewer collapses and other sewage leaks. Clerk has contacted NYCC to request Ringway remove their road works signage and cones. To follow up again.
- d. Cllr Reader reported that there were no further maintenance issues arising. The Village Green Association would like to improve the lighting on the Christmas tree. Councillors resolved to purchase the lights and installation subject to the VGA contributing towards the full costs from recent fundraising events.
- e. No further update on the 'appearance and environment' initiative.

21202: Conservation Officer:

- a. To receive an update at the October Parish Council meeting from Escrick Park Estate conservation adviser on how to better manage our environmental assets.

21203: Playing Fields:

- a. Councillors reviewed the roles and responsibilities between the Parish Council and Escrick Playing Fields Association Charity. Agreed to bring the maintenance and management of the playground back into the Parish Council and the EPFA to be a fundraising body. A Parish Council playing fields working group to be formed with members of the existing EPFA in order to resolve issues more effectively and quickly. Resolved for the chair and clerk to draft terms of reference with agreement from the EPFA in preparation for the next parish council meeting.
- b. Resolved to approve expenditure on a replacement picnic bench, subject to a donation by the EPFA for the costs.

- c. Report of drainage issues. To be investigated by Cllr Reader. Some trees to be taken out subject to the Conservation Officers report.

Planning

- 21204: **Planning, new applications: To resolve comments on the following applications.**
- a. 2021/0909/HPA. Rumid, 40 Main Street, Escrick. New front entrance door existing dwelling including alterations to existing single storey roof, window and door openings, internal layout and the removal of existing chimney. No objections subject to considering the views of the neighbours.
 - b. 2021/0860/HPA. 19 Dower Chase, Escrick. Erection of a new first floor annexe over the existing garage. No objections subject to a condition being imposed to ensure the annexe is not used as separate accommodation and the planning officer being satisfied that the proposed balcony does not adversely affect the neighbours.
 - c. 2020/1007/FUL. The Parsonage Country House Hotel, Main Street, Escrick. Creation of 10 car parking spaces (retrospective). No objections to the amended plans.
- 21205: **Planning determinations: To note determinations made since last meeting.**
- a. 2021/0322/HPA. Hellings House, 73 Main Street, Escrick. Proposed two storey side extension partly built over existing single storey offshoot. Comments agreed by Planning Working Group. Permission granted.
 - b. 2021/0695/HPA. Rosegarth, 9 Wenlock Drive, Escrick. Erection of a first floor side extension and formation of a new access. Permission granted.
- 21206: **Planning working group**
- a. No further update from the planning working group.
- 21207: **Planning, Conservation Area appraisal review:**
- a. No further update received.
- 21208: **Planning, Neighbourhood Plan:**
- a. Update received from Cllr Hawes. Final changes as a result of the consultation exercise have now being completed. Looking to reissue as final version at end of September. Final, detailed review for issues of grammar; punctuation; logic and clarity has been undertaken in the Policy document and Design Codes. All changes now added with the exception of the Housing section. Meeting to be held with Ryan King at SDC on 9th September to establish final wording of the Housing section. Final draft to be circulated to councillors at the end of September.
- 21209: **Planning, Selby District Council:**
- a. Resolved not to make any comments on the final SDC draft validation requirements for planning consultation.
 - b. Resolved not to make any comments to the additional sites consultation put forward for potential development or change of use for the SDC Local Plan Development document.

Other items

- 21210: **Village Green and Playing Fields terms of reference:**

- a. Agreed to review the terms of reference of the EPFA and EVGA. Resolved to delegate to the Clerk and Chair to update for both groups for approval at the October Parish Council meeting.
- 21211: **County Council locality fund:**
- a. Cllr Chambers to meet a highways officer from NYCC on 9th September to discuss options to improve pedestrian access on the A19. To report back at the next Parish Council meeting.
- 21212: **Village shop:**
- a. Cllr Hawes gave an update on investigations into establishing a shop in the village. To visit Bishop Wilton community shop and continue discussions with Escrick & Deighton club. To report back at the next meeting.
- 21213: **Queen's Jubilee Celebrations 2022:**
- a. Plans for the Queen's Platinum Jubilee in June 2022 discussed. VGA are happy to set up the marquees and help but would like a separate group to be formed to organise an event. To advertise in the parish magazine. In addition, more volunteers required to take over organising the Escrick 10K next year.
- 21214: **Current perception of Parish Council being seen to represent local issues and opinion:**
- a. Cllr Hawes has produced a survey to distribute to parishioners. Feedback on the survey from councillors to be sent to Cllr Hawes. Final draft to be circulated in mid-late September. To be approved at the October Parish Council meeting.
- 21215: **Councillor conduct:**
- a. To consider ways of working together more effectively at next meeting. Chair has set up a new distribution list in order to circulate information only with no reply. Clerk to send a chaser to councillors for any meeting papers required prior to the 3-day pre meeting deadline in order for councillors to have adequate time to read them.
- 21216: **Correspondence received:**
- a. YLCA; White Rose Update. Noted.
 - b. Minerals and Waste Joint Plan – Main Modifications Consultation. Noted.
 - c. NYCC confirming the local government reform. Noted.
 - d. SDC presentation on local government reform. Noted.
 - e. NALC; National Resilience Strategy consultation. Noted.
 - f. PLWB (Public Works Loans Board). Updated guidance and terms. Noted.
 - g. Correspondence from the Police, Fire and Crime Commissioner, Philip Allott, about the consultation on the Police and Crime Plan and Fire and Rescue Plan. Noted.
 - h. Correspondence from Lord-Lieutenant's office. To consider planting a tree for the Jubilee with the conservation officer.
 - i. Leeds Bradford Airport consultation report - <https://www.leedseairport.co.uk/leeds-east-airport-consultation-report>
 - j. Designing a new community for North Yorkshire: Details of the Heronby consultation 16th & 17th September. Noted.
- 21217: **Comments from public present on agenda items:**
- a. No comments.

Meeting closed at 20.50.

Signed: Richard Rowson

Chair, Escrick Parish Council

Date: 4th October 2021