

# ESCRICK PARISH COUNCIL

## MINUTES OF ESCRICK PARISH COUNCIL MEETING HELD AT 7.30PM IN ESCRICK VILLAGE CLUB ON MONDAY 6TH JUNE 2016

Chairman: Cllr R Rowson

Clerk/RFO: Mrs H Guest, 40 Linden Way, Thorpe Willoughby, YO8 9ND

[clerk@escrick.org](mailto:clerk@escrick.org)

### Part 1

#### 16036: Apologies/Attendance:

- a. Present: Cllrs Rowson, Morley-Jones, Luscombe, Forster, Reader, Lamont, Casling, the Clerk and two members of the public.
- b. Apologies were received from Cllrs Goode, Coulson, Reynolds and Cunningham. The Council resolved to accept reasons given.
- c. All present were requested to sign the Attendance book.

**16037: Interests:** Chair reminded members to make any declarations of interest in any agenda items - none received.

**16038: Welcome: Chair welcomed** councillors, clerk and visitors to the meeting.

#### 16039: Minutes

- a. It was resolved to accept Minutes of the Annual Meeting of the Parish Council held on 9th May 2016.
- b. Chairman signed minutes as approved.

**16040: Council** received comments on agenda items or other questions/comments from electors present. Clerk reported items received by email as follows:

- a. Escrick School had received a report of an unsafe wall on the way into the school. The school have contacted Escrick Estate to establish ownership/responsibility.
- b. A report was received regarding an overgrown hedge on Woodlands that was encroaching across the verge and onto the road. Clerk to report to NYCC Highways since the Parish Council has no authority to enforce action and to inform resident that there is an online reporting form which can be completed by residents for all future reports of this nature.
- c. A request was received to contact the grass cutting contractors that they avoid spraying weed killer on plants which are obviously not weeds. Cllr Reader to speak to contractors.
- d. A report was received that the area around the Lych Gate at the Church had litter and broken glass which did not seem to have been cleared up for many months. In light of this report, the Chairman had already been to the area to establish the nature of the problem with no gain. A further visit is to be made by the Chairman and reported to the appropriate authority.

**16041:** To receive reports, for information only, from:

- a) County Councillor
  1. Cllr Casling is now the Young Persons Champion - this involves ensuring that children are not put into care places inappropriately.
  2. Fracking application at Kirby Misperton - since the Government have allowed applications, the planning authorities were unable to refuse applications unless on material planning considerations. It was established that there were insufficient grounds to refuse the application on such grounds and thus it has been approved.
- b) District Councillor: The following update on issues was given by Cllr Casling:

1. Update on Samuel Smith Brewery Appeal. Selby District Council's Core Strategy, which supports new jobs, homes and investment in the district, has been given the final legal approval. The judgement by the Supreme Court confirms support and confidence in the Council's Core Strategy framework. The Supreme Court has dismissed an application to appeal brought by Samuel Smith's Old Brewery Tadcaster following the Court of Appeal's ruling judgement to reject the legal challenge and uphold the previous High Court decision back in November 2015. Samuel Smith's Old Brewery has been refused permission to appeal by the Supreme Court and ordered to pay the Council's court costs including the cost of application. Following this outcome the brewery has no further rights to appeal.

2. Eastern CEF (Community Engagement Forum) Give it a Go event held on Sat 16th April. Large success. over 15 community groups attended with lots of members of the public ranging from people from Hemingbrough to Goole to Escrick.

3. Update on Plan Selby. SDC have analysed the results from the consultations and are now finalising the evidence base for PLAN Selby, drafting policies and considering preferred site allocations. They anticipate consulting on PLAN Selby - Draft Preferred Options during summer 2016.

4. Update on York LDF. Minutes from Dec 2015. LDF working group last met October 2015 according to the website. However this year the only item on Executive minutes I can find relating to the LDF is the York Central and Access Project. This is for regeneration of the York Central site, adjacent to the railway station.

c) Police - burglary at Dower Chase reported below.

d) Other representatives - None.

#### **16042: Planning:**

##### **1. Applications:**

- a. 2016/0504/HPA: Proposed demolition of existing single storey garage followed by construction of a single storey pitched roof rear extension and a new double pitched roof garage at Hawthorn Cottage, Hollicarrs Close, Escrick. It was resolved that there would be no objections to this application in principle, but the Council is concerned that the application proposals are for a higher roof to allow adequate living accommodation (head height). The planning officer would be requested to check that the amenity of neighbouring residents remains satisfactory.
- b. 2016/0529/HPA: Proposed erection of a two storey side extension and single storey rear extension with associated internal alterations at 31 Carrs Meadow, Escrick. It was resolved that there would be no objections to this application in principle, but the planning office was requested to check the amenity of neighbouring residents remains satisfactory.

##### **2. Decisions:**

a. None.

##### **3. Consultations:**

a. None.

#### **16043: RFO reported** on closing balances, preparation of accounts for audit and recent payments.

##### **a) Account balances**

1. Current account balance as at 31st May 2016 £4,928.43
2. Savings account balance as at 31st May 2016 £20,955.16

Noted that this includes £6,000 for Escrick Re-energised.

##### **b) Payments made since last meeting under Clerk's delegated powers**

##### **c) Payments to be made**

- 1) Escrick & Deighton Village Hall (room hire 11/4/16) £10.00

2) CH Guest (salary May)	£176.30
3) NYCC right of way for Escrick CE School (annual sub)	£40.00
4) FMA Farman (internal audit)	£50.00
5) R Rowson (reimburse cost of defibrillator cabinet)	£395.00

Noted bank charge of £15 due to insufficient funds in current account for Npower invoice. Funds transferred and cheque resubmitted.

d) **Receipts**

1) Escrick Playing Fields Assoc (donation re grass cutting)	£520.00
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c) **Audit**

1. Noted that the internal audit has been completed. Comments made by the Internal Auditor were noted.
2. It was resolved to approve the Annual Governance Statement. Chairman/RFO signed as approved.
3. It was resolved to approve the Accounting Statements. Chairman/RFO signed as approved.
4. Noted that once accounts are approved, Clerk will forward documentation to External Auditors.

It was resolved to accept report and payments made.

**16044: Bank Mandate/Electronic Banking.** Clerk reported on bank mandate progress and research into internet banking. It was resolved to progress this at the next meeting.

**16045: Defibrillator:** The Defibrillator has now been installed on the Club wall. It was resolved to approve additional expenditure of up to £50 to wire the cabinet in. Cllr Morley-Jones reported that the further donation of £20 per annum to cover the cost of electricity was to be donated by HR 180 for the next 2 years. Training sessions to be arranged. It was also resolved that the Council to cover the cost of hiring the Village Hall for this purpose.

**16046: Street Lighting:** It was noted that works have now commenced. It was resolved to include lighting at Hollicarrs. It was noted that once the LED lights are in place, the Clerk will inform Npower who will amend the invoices accordingly. It was resolved that the Clerk contact the contractors to establish whether the lights on Hollicarrs can be included in the current upgrade programme and at what cost. Failing that, they could form part of the planned further evaluation into which areas of the village might benefit from street lights. It was further resolved that Clerk established whether the lights operate on timers or light sensors.

**16047: War Memorial Update:** Update received on current status from Cllr Casling regarding slightly revised plans for the maintenance of the Church War Memorial. The Faculty have now come through and it was resolved that the Parish Council will work to ensure that the works are completed, despite the shortfall in funding. It was noted that the quoted cost of the works is £1137 + VAT. Donations of £315.60 have been received so far towards these costs. The Chairman is to submit an article to the Parish Magazine to inform parishioners about the works and to seek additional donations.

**16048: Neighbourhood Watch:** Following an inquiry at the Annual Meeting, Cllr Reader reported that the North Yorks Police Community Messaging initiative has been designed to replace the Neighbourhood Watch programme. The initiative invites as many people as possible to sign up to their particular area of interest and reports will be sent out automatically, once available. It was resolved that Cllr Morley-Jones will add this information to the Escrick Facebook page. Further to this, Cllr Reader reported that the police have received good descriptions of the people involved in the burglary on Dower Chase and that it was important to inform residents to keep their doors and windows locked, even whilst at home.

**16049: Maintenance of Fish Monument:** It was noted that the posts/chains around the post are in need of refurbishment - the current plastic chain is not long lasting and metal chains were suggested. Cllr Casling suggested that her District Council Locality Budget could be utilised and funds applied for, as well as to reinstate the fountain. It was resolved that costings for this would be obtained by Cllr Reader and brought to the next meeting.

**16050: Council Policies:** Ongoing review of policies/procedures update by Clerk to be brought to the next meeting.

1. Policies drafted and to be reviewed by Admin and Finance Committee ahead of a resolution of the full council (meeting to be arranged ahead of the full Council in July):
  - a. Recording of Meetings.
2. Policies to be reviewed/created:
  - b. Financial Risk Assessment.
  - c. Discipline and Grievance.
  - d. Freedom of Information.
  - e. Data Protection.
  - f. Code of Conduct.
  - g. Planning Working Group Terms of Reference.
  - h. Admin & Finance Committee Terms of Reference.
  - i. Standing Orders.

**16051: Parish Council Communications:** It was resolved that the Chairman would identify appropriate news items, circulate to Councillors ahead of submission and would then send a monthly update of Council items to the Parish Magazine.

**16052: Village Green Hedge:** During discussions at the last meeting, it was understood that the hedge maintenance fell within the remit of the Village Green Committee. Cllr Lucsombe stated that the Village Green Committee would be progressing this maintenance.

**16053: CiLCA (Certificate in Local Council Administration)/General Power of Competence:** The Council considered their eligibility to take up the General Power of Competence. The Council complies with the eligibility both for Councillors elected and for qualified Clerk. This allows the Council to do what an individual would do without breaking the law and becomes the power of first resort. The Council resolved that it is eligible and understood that the eligibility will remain in force until the Annual Meeting of the Parish Council immediately after the next ordinary election.

**16054: Highways issues:**

a) Speed Concerns on A19 - update on progress from Cllr Luscombe. 70+ responses have been received. A letter has been drafted where a pelican type crossing has been requested, but there was discussion as to who best to send the letter to. Cllr Rowson suggested that the Council tries to match the Department for Transport assessment criteria within the narrative. Cllrs Rowson and Casling to amend the letter and circulate to Councillors for final comment once the appropriate recipient has been identified.

Cllr Morley-Jones left the meeting at 8.55pm.

b) Speeding concerns along Carr Lane near the school. Cllr Casling advised that is not SDC policy to put 20MPH speed limits near schools. Further information was received that speed checks have been carried out in the past and proven that there is no speeding problem along Carr Lane. Noted.

c) HGVs through the village: It was noted that the Clerk has contacted an additional contractor regarding the use of an alternative route. They initially responded to say that they are

not harvesting in the area, but have since sent an additional notification that they are due to begin again - they have stated that their hauliers will use the alternative route suggested by the Parish Council.

d) At site meeting with NYCC regarding works to be taken at junction of Skipwith Road and Wheldrake lane, it was agreed that these would be implemented asap. It was noted that all actions have been taken except for the implementation of speed bumps. These are due to be completed in the next few weeks.

**16055: Correspondence received:** (Noted unless otherwise indicated).

- a. Request from the Friends of St Helen's Church for a letter of support towards a Heritage Lottery bid for facilities redevelopment. It was resolved that Cllr Rowson would draft a letter of support and forward this to the Church on behalf of the Parish Council.
- b. Centenary Field - initiative to secure green recreational spaces in perpetuity.
- c. Email from C of E Primary School ref residents concerns about loose bricks in wall. School office manager has forwarded to Escrick Estate.
- d. Advert from Hags re: play equipment - passed to Playing Fields Association for their information.
- e. News items received by email forwarded to Councillors.
- f. Various advertisement received.

**16056: Letters/Emails Sent or Action Taken Since Last Meeting** – nothing additional.

**16057: Minor Items** – none.

**16058: Items for the next agenda**

1. Cllr Forster requested an item regarding the A19 - rubberised cats eyes have been replaced metal ones which are noisier when vehicles run over them.
2. Cllr Reader requested that an item be added to the next agenda in respect of the footpath at 33-37 Skipwith Road.
3. Cllr Forster stated that some of the street lights are being obscured by foliage from trees. He requested an item be added to the next agenda.
4. Cllr Luscombe requested that an item be added for the purchase of matting and gravel on the Village Green.

**16059: To note dates of meetings for 2016/17** (all meetings are to be held on Monday evenings at 7.30pm (with the exception of 8th May 2017 meeting) at Escrick Club:

2016 – 4th July, 5th September, 3rd October, 7th November, 5th December.

2017 – 9th January, 6th February, 6th March, 3rd April, 8th May (APM & ACM).

**9.13pm: Closure of Part 1 meeting.**

**Signed** ..... **Richard Rowson**

Chairman, Escrick Parish Council

**Date** : 4th July 2016

**Part 2**

**16059: Confidential business:** It was resolved to exclude Public and Press on the grounds that matters for discussion affect individual staff members/ procedures/ legal/ finance issues.

**16060: Minutes (Part 2)**

- a. It was resolved to accept Minutes of last Part 2 meeting.
- b. Chairman signed minutes as a true record.

**16061: Clerks' employment matters.** It was resolved that these will be discussed at a meeting of the Admin and Finance Committee. Clerk to make arrangements for a meeting.

**16062: Update on legal items.**

**9.37pm: Closure of Part 2 meeting.**

**Signed .....** **Richard Rowson**

Chairman, Escrick Parish Council

**Date :** 4th July 2016