

Escrick Parish Council

Minutes of Escrick Parish Council ANNUAL meeting held in Escrick & Deighton Club at 7.30pm on MONDAY 16th^h MAY 2022.

Members signed their declaration of acceptance of office.

Attendees present: Cllr Chambers, Cllr Cunningham, Cllr Hawes, Cllr Hopkinson, Cllr Rees, Cllr Rowson. District Councillor N Reader. Member of the public.

22083: Statutory Annual Parish Council meeting business:

- a. Resolved to elect Cllr Chambers as Chairman of the Parish Council;
- b. Councillors resolved to elect Cllr Hawes as Vice Chairman;
- c. Submission of nomination papers and election result;
Clerk submitted nomination papers from five existing Councillors to Selby District Council. All were accepted and existing Councillors were confirmed as eligible. Ahead of the election, SDC confirmed that there would be no requirement for a Parish Council election and existing Councillors would be confirmed in role. Clerk to advertise six further vacancies.

22084: Committees:

Resolved necessity of any committees, working groups and volunteers. Current committees /working groups and members are as follows:

- a. Committees;
Finance & Admin Committee; Cllr Chambers, Cllr Cunningham and Cllr Hawes.
- b. Working Groups;
Planning Working Group; Cllr Chambers, Cllr Hawes, Cllr Hopkinson and Cllr Rees.
Neighbourhood Plan Working Group; Cllr Hawes, Cllr Rees, L Coulson and E Hardy.
- c. No representations on external bodies elected. Clerk to keep in regular correspondence with the Village Green Association and the Playing Fields Association for any updates.
- d. Other responsibilities;
Defibrillator checks; all councillors to attend defibrillator training. Weekly checks to be determined. To ask proprietor of the club.
Website; Clerk and R Rowson to manage the website.

22085: Appointment of any representatives to outside bodies:

- a. Resolved not to have an individual representative for the YLCA. Clerk and Chair to receive any updates by email and Clerk to report anything that needs highlighting.

22086: Updates from other authorities (brought forward on the agenda):

- a. District Councillor N Reader reported on the Community funding available. Some funding has already been allocated to the Jubilee Garden project. Application for the club electrics to be made as it would be a benefit to the community. All applications need to be made in advance of the works.
- b. County Councillor Cattanach sent his apologies.
- c. Police report. No report received.

Cllr N Reader left the meeting.

22087: Apologies/Attendance:

- a. Present: Cllr Chambers (Chair), Cllr Cunningham, Cllr Hawes, Cllr Hopkinson, Cllr Rees Member of the public. District Cllr N Reader. Clerk; S Look,
- b. Apologies: None.

22088: **Declarations of Interests:** None.

22089: **Public correspondence received:**

- a. Email from resident regarding the proposed removal of trees from the Jubilee Garden. The Parish Council have received notification from Escrick Park Estate that a tree survey has indicated that a number of trees need removing. Application to be made to Selby District Council.
- b. Letter from resident requesting a bench / relocation of existing bench on the triangle opposite church gate. It was noted that there is already a bench at the location of where the bus stop used to be and one adjacent to it.
- c. Email from resident requesting the double white lines round the bend from the bridge towards the A19 are renewed. Clerk to contact highways to put a request in.
- d. Email from a resident about a branch falling from the village green into a garden. Clerk has emailed resident but not had a reply. Await reply to follow up with any further action.

22090: **Public session:**

- a. No comments.

22091: **Minutes:**

It was resolved to accept the minutes of the Parish Council monthly meeting held on 4th April 2022 with an agreed amendment to item 22076b. It was resolved to accept the minutes of the Finance & Admin meeting held on 4th April.

Finance and Governance

22092: **Finance report:**

- a. It was resolved to approve the following account balances and reconciliation and accept payments to be made:

		Community account	BMM account
i.	Account balances as reported at last meeting (as at 31 st March 2022)	£5,163.37	£20,186.15
ii.	Payments made since last meeting:		
	S Look – Clerks laptop	-£463.99	
	S Look – Clerks March expenses	-£21.42	
	YLCA Annual Subscription	-£415.00	
	Selby AVS grant for the Jubilee Garden		£500
	Unity bank quarterly subscription	-£18	
iii.	Payments made since last meeting under clerks delegated powers:		
	Toby Johnson- cut back all over growing Hawthorn and Blackthorn back to the boundary on village green / 5 Carrs Meadow	-£594.00	
	S Look – Clerks April salary (inc 2 hours O/T)	-£	
	Groundworks end of year grant repayment	-£159	
	NYCC – streetlight energy 2021-22	-£830.60	
iv.	Receipts:		
	Precept 1 st instalment		£10,000.00
v.	Account balances as at 10 th May 2022:	£10,739.39	£26,901.92
vi.	Uncleared previously authorised payments:		
	PWLB – streetlight loan (to be paid by DD on 03/05/22)	-£1467.74	

b. Routine payments to be made:

viii.	S Look – Clerks expenses and 3hrs overtime to be paid in May salary	-£91.41
ix.	Autela payroll Q4	-£50.40
x.	B Hopper – Internal Audit	-£90.00

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

xi.	Nil	
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22093: Policy & Governance:

- a. Noted the Annual Internal Audit Report for 2021/22 included at page 3 of the Annual Governance and Accountability Return (AGAR).
- b. Councillors resolved to approve Section 1 – Annual Governance Statement 2021/22 on page 4 of the AGAR.
- c. Councillors resolved to approve Section 2 – Accounting Statements 2021/22 on page 5 of the AGAR.
- d. Councillors resolved to approve the 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.
- e. Resolved to adopt the new LGA model code of conduct as agreed at the April parish council meeting.

Highways

22094: Highways: Skipwith Road

- a. NYCC have reported that the Village Gateway Scheme is unlikely to be done until the new contractor starts on 1st June 2022.

22095: Ongoing highways issues:

- a. Request was made to the Parsonage to install white lines/ road markings on the road up to Glebe Farm, Escrick surgery, the church car park and the Fat Abbot. Unfortunately, they are still experiencing repercussions of the pandemic and further facing more cost not only in energy, several other services and suppliers therefore currently do not have the funds available at this moment in time. They will give permission to the Parish Council to complete the work at no expense to the hotel. Resolved not to pursue. Clerk to make a further request to Highways for the lining at the junction of the Parsonage to be renewed.
- b. Four out of the five dropped kerbs requested have been done. The contractor missed the one across Carr Lane at the junction of Skipwith Road. This will be done within the next few weeks. Remedial work has also been done on the other dropped kerbs that had been installed.

22096: Bus stops:

- a. CYC have installed the lighting column near the bus stop. All complete.

Maintenance

22097: Maintenance issues:

- a. Cllr Chambers to remove the cone from the pond if it is still there.
Clerk to request contractor removes the low branches overhanging the footpath from the school gate to the playing fields.

Planning

22098: **Planning, new applications: To resolve comments on the following applications.**

- a. 2022/0430/HPA: 29 The Glade, Escrick. Single storey extension (under existing roof overhang) to south west elevation, pitched roof to replace existing flat roof and erection of single storey detached garage. Councillors have no objections to the proposed plans.

22099: **Planning determinations: To note determinations made since last meeting.**

- a. 2022/0015/HPA: 15 Carrs Meadow, Escrick. Internal alterations and the erection of a single storey extension to the rear to provide additional living accommodation. Permission granted.
- b. 2022/0130/CPE: Narbeth, 10 Carr Lane, Escrick. Lawful development certificate for existing use of single storey side extension to existing dwelling. It was constructed in accordance with the permitted development criteria within The Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended), Schedule 2, Part 1, Class A. Therefore, no breach of planning control has occurred, the application should be approved, and a Lawful Development Certificate granted.
- c. 2021/1460/HPA. The Old School, Escrick Park Gardens, Escrick. Single-storey extension to former school house in Conservation Area. Refused.

22100: **Planning working group**

- a. Councillors agreed that we will continue to respond to all planning applications.

22101: **Planning, Neighbourhood Plan:**

- a. Cllr Rees gave an update on the Neighbourhood plan. The Independent Examiner has responded to the plan with 20 points which have been addressed. Further comment has come back about the Housing Policy. The NDP group are meeting on Monday 23rd May to discuss further. Further Groundworks funding has been received for the continued consultancy fees.

22102: **Conservation Review:**

- a. No further update. Cllr Chambers to contact SDC on behalf of the Parish Council and report back at the next PC meeting.

22103: **Land ownership:**

- a. To note ownership of green areas of land in the village. Clerk to contact the Escrick Park Estate to clarify ownership of some unknown areas.
- b. Confirmed that there is not a separate NDP examiner requirement to identify ownership of the proposed areas of green land for protection.

Other items

22104: **Village shop and pop-up Post Office:**

- a. Cllr Hawes gave an update on investigations into establishing a shop in Escrick & Deighton club. A Quote have been obtained from Northern Powergrid for upgrading the electrical supply into the building (£3,000). The quote stated is expected to increase by 10% after Thursday 19th May. A quote has been obtained for installing a new board in order to split the supply into three different points in the building - one for the private quarters, one for the bar/kitchen and the third will supply the side room and lounge (£1,000). A further quote has been obtained for running new wiring throughout the building (£3,000). Volunteers will be doing all the excavation work. It was reported that there have been instances where there has been electrical outages and the supply is no longer fit for purpose leading to lack of power to the defibrillator at times and problems for the tennis courts. Request made for the Parish Council to apply for National Lottery Funding, Cllr N Readers Community Fund and Cllr J Cattnach's Community

Fund. Request made for funding from the Parish Council. Concerns raised that grant applications cannot be made retrospectively.

- b. Clerk to investigate applying for lottery funding for upgrading the electricity supply inside the Clubhouse so as to facilitate the establishment of a shop.
- c. Request made for £4,000 from the Parish Council for the external works to get the supply to the building. Councillors considered offering financial support but resolved that they could not offer funding at this stage due to the risk of not having the grants secured to complete the work and not having budgeted for it. To consider funding part of the internal upgrade at a later date.
- d. Cllr Rees gave a brief update on the pop-up Post Office. Waiting for BT to install the line.

Cllr Hopkinson left the meeting.

22105: Queen's Platinum Jubilee:

- a. **Jubilee events;**
Cllr Cunningham confirmed arrangements and activity for the jubilee over the bank holiday weekend. The events will be overseen by the Village Green Working Group.
Councillors resolved to rent 3 x 180 litre refuse bins from SDC for the event. This includes delivery and collection of rubbish at a rate of £84.16. Unfortunately SDC will not provide recycling bins due to cross contamination.
- b. **Jubilee Garden initiative;**
Update received on the Jubilee Garden initiative.
Resolved to accept the Community Funding of £1250 from SDC for the project. Clerk to forward the draft lease to Escrick Park Estate for consideration.

22106: Black Bull Public House:

- a. No official update on the sale of the Black Bull public house but it is thought that a sale may be progressing.
- b. No further update on registering the Black Bull as a Community Asset. Awaiting a response from the Community Right to Bid team at SDC.

22107: Correspondence received:

- a. YLCA; White Rose Updates and general correspondence. Noted.
- b. North Yorkshire Police Independent Advisory Group volunteer request poster. Noted.
- c. TCV (the conservation volunteers) information. Noted.
- d. Email from Independent candidate for the election. Noted.

22108: Comments from public present on agenda items:

- a. No comments.

22109: Items for the next meeting:

- a. No further items noted to be added to the next meeting.
- b. Noted the next Parish Council meeting will be held on Monday 6th June 2022.

Meeting closed at 21.35hrs

Signed: Cllr T Chambers

Chair, Escrick Parish Council

Date: 6th June 2022