

# Minutes of the Meeting of Escrick Parish Council on Monday 1<sup>st</sup> July 2013 at 7.30pm held at Escrick and Deighton Social Club

Present:

Councillor A Bowman  
Councillor E Casling (Chair)  
Councillor L Coulson  
Councillor S Cunningham  
Councillor A Lamont  
Councillor M Luscombe  
Councillor J Goode  
Councillor J Reader  
Councillor I Reynolds  
Councillor S Smowton

Mrs L Reader (Clerk)

7 members of the public including Mr R Rowson

Prior to the start of the meeting, a training session had been held by Johnathan Lund of Selby District Council which had been very informative. The Chairman asked the Clerk to write to Mr Lund to thank him for his time and express the appreciation of the parish council members.

## 1. **Apologies for Absence**

Councillor B Forster sent his apologies.

## 2. **Appointment of Vice Chairman**

The Chairman informed the members the Cllr Reynolds had volunteered to stand as Vice Chairman. This was proposed, seconded and agreed.

## 3. **Public Session**

The Public Session was declared open

Members of the public raised the following issues:

***Date for the Planning Committee Meeting for the application for Main Street (2013/0337/FUL Erection of 3No. dwellings and associated access, parking and landscaping on land to the rear of 48-52 Main Street, Escrick, York)***

A member of the public asked when this meeting was likely to be. Cllr Reynolds reported that it was now likely to be the 31<sup>st</sup> July 2013 and that a site visit would take place before this meeting.

The Public Session was declared closed.

## 4. **Receipt and Approval of the Minutes of the previous Meetings**

There were several amendments made to the minutes of the meeting held on 6<sup>th</sup> of May raised by Cllr Coulson. The Chairman amended the hard copy of these minutes.

RESOLVED: The minutes of the meetings held on the 6<sup>th</sup> May, 16<sup>th</sup> May and 11<sup>th</sup> June were then moved, seconded and approved as a correct record of the business conducted at the meetings.

## 5. **Communication**

### 5.1 **Email**

An email had been received from Mr Gaskin relating to the Planning Working party. The Chairman stated that this would be dealt with later in the meeting.

### 5.2 **Public Participation**

This was not discussed.

### 5.3 **Parish Council Noticeboard**

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The Clerk reported that she had some ideas on how to smarten the Noticeboard up which involved getting the glass cleaned – Cllr Casling agreed to ask Casling Home Services to do this **free of charge** – and re-varnishing the wooden surround. Cllr Smowton stated that Simon Doran had been asked to quote for this work in the past and the Clerk agreed to follow this up. The Clerk also said that she would tidy up the inside of the noticeboard and put in the proper information such as list of councillors and contact details etc.

### 5.4 Parish Magazine

The Chairman reported that she thought it would be a good idea to put an abbreviated version of certain items of the minutes and notices into the Parish Magazine each month. The Chairman suggested that the Clerk should be delegated authority to do this. It was suggested that this should consist of a list of the Parish Councillors and a brief note on any relevant items from the previous Parish Council meeting. Concern was raised that this may prove to be a lot of work for the Clerk but it was agreed to trial this idea, with the Clerk emailing a draft of what was to be included before the deadline for printing the magazine.

### 5.5 Website

At this point Richard Rowson spoke about his proposal to develop a new Parish Council Website **which was also free of charge**. The Parish Council members had been sent a paper written by Mr Rowson, outlining his background and qualifications and the areas he thought were pertinent to the development of a new website. These were primarily to initially provide a simple site which could consist of

- Agendas and Minutes
- Calendar of meetings, elections and other council related events
- Contact details
- Councillor details
- Register of Interests
- Electronic noticeboard (i.e. online version of notices posted on the noticeboard)

Mr Rowson provided three options for the Parish Council to consider which were

- i) A simple “Facebook” or “Wordpress” blog
- ii) Buy in a service from a company such as ParishCouncil.net (at a first year cost of around £350 with future years’ costs of around £250 per year)
- iii) Mr Rowson could provide a website similar to those commercially available at a much lower cost. He proposed to use hosting already available and standard free website software.

The ownership of the website would be the Parish Council’s including the domain name, the content and the hosting.

The suggested domain name was escrickparishcouncil.org.uk and at the time of the meeting, this domain name was still available at a cost of £41.35 for 10 years.

Whilst the suggestion was made that the website could include wider village issues and organisations, it was felt that the Parish Council should concentrate initially on developing the Parish Council side of it. The clerk expressed an interest in being involved in the design and maintenance of the website. Cllr Reader expressed his concerns about the policing of any forums on the website but the Chairman stated that there was no intention to include forums on the site.

Cllr Reynolds proposed that the Parish Council continue with the purchase of the domain name and take Mr Rowson up on his generous offer to develop the website under option 3 above. This was seconded and agreed by all members except Cllr Smowton, who voted against this.

The Chairman thanked Mr Rowson for his offer and for presenting his proposal to the meeting.

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Cllr Goode had raised a point about setting up a Facebook page for the Parish Council but having heard the proposal for the website, declared that this was not necessary any more.

### 6. Approval of Terms of Reference

#### 6.1 Planning Working Group

Some minor amendments were made to the document put together by the Planning Working group (appendix 1). Cllr Cunningham felt that it was a lot of detail but the Chairman proposed that it be left as it was for now and that it could be amended in the future if necessary. Cllr Luscombe said that if the Council approve, the working group would reduce it.

RESOLVED: The motion to approve the document was proposed, seconded and agreed.

#### 6.2 Admin and Finance Committee

Some minor amendments were made to the document put together by the Admin and Finance committee (appendix 2).

RESOLVED: The motion to approve the document was proposed, seconded and agreed.

### 7. Approval of Standing Orders

The Standing Orders document circulated by the Clerk had some minor amendments made to it, item 18 was to be amended to read "Advisory Committees and Working Groups" because it was felt that this covered working parties without this having to be explicitly stated. Item 34 was updated and now reads as follows:-

#### **43 "Time-Limited" Planning Applications**

*See standing order number 18*

*a Where the Clerk receives a planning application and no Council Meeting is scheduled before the representations have to be returned to Selby District Council the following will happen.*

- i) The Clerk will as normal forward the application to the Planning Working Group who will prepare an Assessment Form in accordance with their Terms of Reference.*
- ii) The completed Assessment Form will be returned to the Clerk who will formally respond under delegated authority on behalf of the Council by the due date, using the recommendations of the Working Group.*
- iii) The Clerk will include an agenda item on the next Parish Council meeting advising the Council that a planning application was received following the last meeting that required processing under standing order no 34.*

There were also some minor typographical amendments and an amendment on P94 to the number of days which was amended to 3 working days.

RESOLVED: The motion to approve the document was proposed, seconded and agreed.

### 8. Village Post Office

The Chairman advised the meeting that the owner of the Village Shop had announced his intention to close the post office. The position of Post Master had been advertised but if no-one applies to take it over then the post office will close. Post Office Counters had been to measure the shop for the proposed integration of the post office into the shop but this did not look like it was a viable option.

The Chairman announced that she had heard that the owner of the York Road Garage may be interested in taking over the Post Office function within the petrol station.

### 9. Receipt of Correspondence

#### 9.1 YLC Joint Annual Meeting 2013

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The Clerk reported that an invitation had been received for members to attend the Joint Annual Meeting of the Yorkshire Local Councils Associations on 20<sup>th</sup> July 2013. The Chairman asked if any members were interested in attending but there were no takers.

### 9.2 Core Strategy

A letter had been received from Selby District Council relating to the Inspector's Report on the Examination into the Selby District Core Strategy. The report is available on the Council's Core Strategy EIP webpage at [www.selby.gov.uk/CoreStrategyEIP](http://www.selby.gov.uk/CoreStrategyEIP) and also at the Council's offices and local libraries during normal opening hours. The Clerk agreed to send this link to all councillors.

### 9.3 Electoral Review of Selby: Draft Recommendations

The Clerk had received a letter that had been sent to the Chief Executive of Selby District Council and a summary of the Commission's report outlining its draft recommendations. The letter provided a link to the Local Government Boundary Commission for England (LGBCE) consultation area [consultation.lgbce.org.uk](http://consultation.lgbce.org.uk). The Chairman suggested that the Clerk forward the letter to all members and that any members with comments should let the Clerk have them prior to the deadline for sending back to the LGBCE.

## 10. Receipt of Reports

### 10.1 Police

The Clerk presented the members with the following summary of information received from the Police which the Chairman read out:-

#### **Fraud Alert**

*North Yorkshire Police are investigating frauds whereby persons are stating they are from the bank and are investigating a fraud, these persons will ask for your bank cards as part of the enquiry, asking you to place them in an envelope, later monies will be removed from these accounts. Residents are urged not to hand over any cards, banks do not operate in this fashion and will never ask for the card at your door, or ask for personal details over the phone without security questions being answered.*

#### **Vehicle Break-ins**

*In the early hours of 17 June several cars were broken into by various means around the Selby district including Brayton, Flaxley Road, Darcy Road and Brotherton.*

#### **Auto crime (early June)**

*Please note that over the last 24hrs there have been a small number of autocrime related incidents within the Selby District, an attempt theft of a Mazda MX5 in Whitley and golf clubs have been stolen from a secure Land Rover in Fairburn.. Please ensure items of value are not left on display within your vehicle, remove them if possible*

#### **Good News – Stolen vehicles recovered**

*On 16 June a burglary took place at an address on Mill Lane Carlton. Car keys were stolen and a BMW car taken. On 20 June a male was arrested in the vehicle and a subsequent warrant conducted on the man's address in the East Yorkshire area found several other stolen vehicles.*

*Please remain vigilant and report anything suspicious to North Yorkshire Police on 101. Thanks you for your assistance in this matter.*

### 10.2 County Councillor

Cllr Casling (in her capacity as County Councillor) advised Mr Ringwood that further to his request that the road where the bus stops on the way to Selby be resurfaced, Highways had agreed to do this.

The hole at the end of the Glade had been filled in.

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A letter had been received from the Woodland Trust relating to free trees that they were giving away. Cllr Casling has information about this if any organisations were interested.

Cllr Casling reported that Tim Williams was still in conversation with ~~Dunane~~ **Cunnane** regarding the judicial review of the North Selby Mine Site development. A member of the council reported that they thought the site had already seen some work started and Cllr Casling agreed to follow this up.

**10.3 District Councillor**

Cllr Reynolds reported that there was nothing to report.

**10.4 Clerk's Timesheet**

The Clerk presented a timesheet for April, May and June which showed that whilst the hours of work were supposed to be 16 hours, the time spent had regularly gone over this number of hours. The Clerk agreed to continue to produce a timesheet and the Council would monitor this situation.

**10.5 Other**

There were no other reports

**11. Accounts**

The Clerk presented the Accounts in a Bank Reconciliation sheet.

**11.1 Receipts**

There were none.

**11.2 Accounts for Payment**

<b>Amount</b>	<b>Received From</b>	<b>Details</b>
£1169.58	Northern Power Grid	Repair to lamp post 6 The Glade
£10.00	Escrick & Deighton Club	Room Hire for 16 <sup>th</sup> May
£30.00	Escrick & Deighton Club	Room Hire for 29 <sup>th</sup> May, 11 <sup>th</sup> June, 1 <sup>st</sup> July
£118.60	Mrs P Harrison	Internal Audit
£16.99	L Reader – expenses	Printer cartridges
£32.60	HMRC	June
£130.47	L Reader	Salary June

Cllr Smowton queried the payment to Northern Power Grid; the Clerk had thought that this represented the insurance claim but on closer inspection it appeared that Cllr Smowton was correct in stating that this bill was to “attend and make safe apparatus”. It was agreed that this should not be paid until the matter was investigated further and the insurance company had been contacted in relation to this additional cost as the insurance payment already made was in respect of the replacement of the lamp post. The Clerk also agreed to chase this up with the contractor who had been appointed to do this work and had not yet done so.

RESOLVED: It was proposed, seconded and unanimously agreed that all accounts except the Northern Power Grid payment should be paid.

**11.3 Statement of Current Balances, Income and Expenditure to Date**

**Bank Reconciliation at 1st July 2013**

Balance brought forward at 12th June 2013 £17,343.14

Add Receipts for Period £0.00  
£17,343.14

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**Less Payments for Period**

Came & Company	100619	£54.70	
Wicksteed Playscapes	100605	£10,940.40	
L Reader	100617	£160.94	
J Deans	100616	£160.94	
HMRC	100615	£130.40	
L Reader	100618	£10.60	
NYCC	100613	£35.00	
			<u>£11,692.98</u>
			<u>£5,650.16</u>

Balance at bank and in hand at 1 April 2013

Community Account	£712.82
Money Manager Account	<u>£4938.08</u>
	<u>£5,650.90</u>

Less unrepresented cheques	0	<u>£5,650.90</u>
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The Clerk reported that there was a discrepancy of £0.74 between the balance at the bank and the Receipts and Payments. It was thought that this was due to an interest payment into the interest bearing account but as the Clerk had not yet received the most up to date bank statements this could not be confirmed and would be confirmed at the next meeting.

**12. Planning**

**12.1 Applications Received**

There were none.

**12.2 Notices of Decision**

**2013/0236/HPA Proposed construction of new joint vehicular access for 1 & 2 East Lodge to replace two existing substandard accesses.**

The application was GRANTED.

**2013/0298/HPA Proposed erection of an extension over the garage at 3 Halfpeny Close, Escrick**

The application was GRANTED.

**13. TGC Renewables Solar Panel Farm**

Several Parish Councillors attended the consultation presentation held in the Village Hall on 20<sup>th</sup> June 2013. It was felt that the presentation was very interesting and informative; there was a site map and information relating to the company. TGC Renewables proposed to maintain the wildlife of the proposed site and addressed concerns relating to glare and increased traffic during the development of the site.

In addition, the company offered a community benefit payment to the Parish Council for use on projects that would directly benefit the local community. On successful completion of the solar farm, TGC would make a payment of £1000 per annum per megawatt of solar capacity constructed at the solar farm for the first 10 years operation of the development subject to certain conditions including completion of a declaration by the Parish Council relating to the Bribery Act 2010 Compliance Form. The Chairman agreed to investigate the Parish Council's position relating to this declaration with Johnathan Lund and report back. The Clerk will circulate a copy of the Bribery Act Compliance Form to all Councillors.

TGC had also offered to do a presentation to the Parish Council in September.

**14. Street Lighting**

The Chairman reported that NYCC had offered to carry out a Condition Survey for each of the lamp posts in the village at a cost of £10 per lamp post. This would involve looking at the condition of the lamp posts and the light fittings used.

The question was raised of how many lamp posts there are in the village, the Clerk agreed to check this as there was a list in the files.

The Chairman also reported that Mr Eric Hardy had kindly offered to carry out his own inspection which related more to the "Inventory" of the Parish street lighting as per his letter. He requested authorisation in writing to do this along with a colleague of his who is a national street lighting specialist. This offer was to be free of charge. Cllr Smowton expressed his concerns over Mr Hardy's qualifications in this matter. Cllr Reynolds countered that it was well known in the village that Mr Hardy had worked in the electricity industry for many years. Cllr Cunningham expressed concerns relating to the Health and Safety implications of members of the public inspecting lamp posts.

Cllr Reynolds proposed that the Parish Council instruct NYCC to do the condition survey and take up Mr Hardy on his offer as well subject to a letter authorising Mr Hardy to carry out a visual survey only. This was seconded but not all councillors agreed. Cllr Smowton was not happy to vote on both issues together.

Cllr Smowton counterproposed to separate the two items and this was seconded. 3 councillors were in favour of voting separately and the rest were in favour of the original motion.

RESOLVED: It was agreed that the original vote would stand and the Parish Council would instruct NYCC to carry out the condition survey and Mr Hardy would be instructed to carry out the visual survey.

**15. Update from the Clerk on issues not otherwise on the Agenda**

There were none.

**16. Matters for the Clerk's attention raised by Councillors and items for the next Agenda**

**16.1 Cycle Path Link**

Cllr Lamont reported that she had been approached by a parishioner who wanted to know if there was a possibility of a traffic friendly link from the village to the cycle path without having to use Stillingfleet Lane or Naburn Lane. Cllr Reader advised that there already was such a link using Crabtree Lane which is a public right of way and is marked as such on the OS maps.

**16.2 Trespassing on Private Land**

Cllr Reader reported that there had been a lot of instances of trespassing on private land, including dog walkers roaming around on farmers' land near the dyke and complaints from gamekeepers about this problem. Cllr Reader advised that he had wanted to put something in the Parish Magazine warning residents that they risked losing the good will of local landowners who were fed up of walkers roaming wherever they pleased without permission and assuming they had the right to do so but felt that this was now too late as some landowners were already taking action and putting up fences.

**16.3 Chain Around the Fountain**

Cllr Reader reported that the chain around the Fountain needed attention as there were not two lengths that were the same. Cllr Reader offered again to purchase some replacement chain for this out of his own pocket if the Parish Council were in agreement. All agreed and thanked Cllr Reader.

**16.4 Hedge on the Path to the Playing Fields**

The question of who was responsible for maintaining this hedge was raised. Cllr Reynolds stated that this was the responsibility of the primary school.

**16.5 Hedge Maintenance in General**

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It was suggested that a notice be placed in the Parish Magazine asking all residents whose hedges overhung pavements, particularly those along Skipwith Road on the Wenlock Drive side and along Carr Lane, to ensure that they were kept trimmed and not blocking the pavements for pedestrians as some of them are in a particularly bad state. The Clerk agreed to do this and to ask Trugreen, who are contracted to maintain certain hedges, why they had not done this. The Clerk was also asked to email Escrick Park Estate in relation to the hedge down the ginnel between Skipwith Road and the A19, opposite the Parsonage.

**17. Date and Time of the Next Meeting**

Monday 2nd September 2013 at 7.30pm at Escrick and Deighton Club

There being no further business, the Chairman thanked everyone for their attendance and closed the meeting.