

Minutes of the Meeting of Escrick Parish Council on Monday 7th October 2013 at 7.30pm held at Escrick and Deighton Social Club

Present:

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

Mrs L Reader (Clerk)

More than 30 members of the public

1. To receive apologies for absence

Apologies were received from Councillor Avril Bowman

2. *Public Session

The Chairman then reminded members of the public that they had 3 minutes each to speak. Points raised were:-

- Councils Communication.
- Several members of the public spoke about their experiences and views on the Public Right of Way matter.

The Chairman closed the public session.

3. To receive and approve the Minutes of the previous meetings

RESOLVED: The minutes of the meeting held on 2nd September 2013 were moved, seconded and approved as a correct record.

RESOLVED: The minutes of the meeting of the Admin and Finance Sub-Committee held on 30th September 2013 were moved, seconded and approved as a correct record.

4. To receive Correspondence

The Clerk reported the following correspondence:

An email from the External Auditors, Littlejohn, requesting an explanation of the variance between 2012-13 and 2011-12 in section 4, Staff Costs.

The Clerk had sent the letter of authority to visually inspect the lamp posts in the village to Mr E Hardy.

A request for a review of Freedom of Information responses already sent.

A letter from Peel Environmental Limited relating to the North Selby Anaerobic Digestion and Horticultural Glasshouse facility.

It was resolved that a representative from Peel attend a future meeting

A letter from Voices for People asking for funding. No action required

A19 French Drain Refurbishment which was to commence on 24th October until 1st November 2013 near Riccall. The Clerk agreed to put this on the Website.

5. To discuss the issue of traffic and parking in Main Street

Cllr Lamont had asked for this issue to be put on the agenda. The primary school and board of governors were concerned as well and had recently sent out a letter to all parents reminding them of the parking restrictions around the school.

Cllr Lamont commented that this was something that affects all villagers who use Main Street, not just the children and parents. The Chairman reported that she was working with the school and continues to monitor the situation.

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6. To discuss the Emergency List

The Clerk had found the Parish Council's Emergency List in the files but it was out of date.

RESOLVED:

- To place a notice in the Parish Magazine asking for those in need of help and those with special skills i.e. first aid, medical training to make the Parish Council aware of it.
- To update the Emergency list for councillors

7. To discuss the Public Right of Way

Evidence of use is crucial to prove or disprove a PROW. Therefore

- RESOLVED: To put together a form of communication to be sent round all the houses in the village to ask residents to send their evidence to NYCC.
- The issue of contacting Queen Margaret's School would be a future agenda item.

8. To receive an update on the Parish Council Website - noted

9. To discuss the Admin and Finance sub-Committee Meeting held on 30th September 2013

9.1 To approve the Freedom of Information Model Scheme and Publication

RESOLVED: That the Freedom of Information Model Scheme and Publication document be agreed subject to the review of the charges.

9.2 To approve the Parish Council's Grievance and Disciplinary Policy

RESOLVED: That the Grievance and Disciplinary Policy document was approved.

9.3 To discuss the Budget and Precept.

This was discussed but was still a work in progress.

10. To receive Reports

10.1 Police – to be put on website

10.2 County Councillor

The Chairman, in her capacity as County Councillor reported that she had had a discussion with Jennifer Hubbard, the Estate's planning consultant relating to sites which may become available for residential or other development during the Local Plan period.

RESOLVED: That the parish council contacts SDC to get further information on the Core Strategy and the Call for Sites.

10.3 District Councillor

There was nothing to report.

10.4 Clerk's Timesheet

The Clerk is contracted to work 16 hours a month but the Clerk has worked around 52 hours over and above this over the past 6 months which equates to over £530.

RESOLVED: That the Clerk should be paid for all the hours she has worked since the start of her employment with the Parish Council.

- That all steps are taken to minimise the budgetary impact of the overtime worked by the clerk.
- That the implications for the precept are communicated with the village and taken into account for the forthcoming budget

10.5 Other

There were no other items

11. To receive an update on the Accounts

11.1 Receipts

£974.65 from Came & Company in respect of making safe the lamp post on The Glade

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£5500 Precept from Selby District Council

11.2 Accounts for Payment

Amount	Received From	Details
1169.58	Northern Power Grid	Lamp Post 8 The Glade (making safe)
10.00	Escrick Park Estate	Village Green Rent
12.00	Steve Smowton Escrick.net	Domain name change
130.47	L Reader	Salary October
32.60	HMRC	October (pending investigation in overpayment)
79.20	nPower	Festive Lighting
10.00	Escrick and Deighton Club	Room Hire (7/10/13)

RESOLVED: It was proposed, seconded and agreed to pay the accounts shown in the table above

11.3 Statement of Current Balances, Income and Expenditure to Date

Bank Reconciliation at 7th October 2013

Balance brought forward at 2nd September				£5,312.24
Add Receipts for Month	Came & Company		£974.65	
	Precept		£5,500.00	£6,474.65
				<u>£11,786.89</u>
Less Payments for Month	100625	HMRC	£32.60	
	100626	HMRC	£32.60	
	100628	HMRC	£32.60	
	100627	L Reader (Jul/Aug/Sept)	£391.41	
	100629	Room Hire	£15.00	
				<u>£504.21</u>
Balance at bank and in hand at 1 Sept 2013				<u>£11,282.68</u>
	Business Money Manager		£9,438.08	
	Community Account		£1,844.60	
			<u>£11,282.68</u>	
Less unrepresented cheques				
			0	0
Receipts	None		0	0
				<u>£11,282.68</u>

The Clerk requested permission to pay her salary by Standing Order but Cllr Reynolds advised that it had to be paid by cheque.

12. Planning

12.1 Applications Received including Standing Order no.34 Applications

12.1.1 2013/0829/FUL Application Erection of 2no. Dwellings with garages, hard standing and landscaping following demolition of existing garage at Chapman's Cottage, 29 Main Street Escrick

Cllr Luscombe declared an interest in this application and left the room. Cllr Reynolds abstained from commenting as he is on the planning committee at Selby.

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The parish council had been successful in getting an extension for this application

After a discussion, it was agreed that Escrick Parish Council objects to the planning application. Please see planning consultee response for details.

12.1.2 2013/0884/TPO Application for consent to remove deadwood from Oak tree (T1) of TPO 1/1978 at 9 Woodlands, Escrick

No objections.

Standing Order No.34 Applications

12.1.3 8/10/241A/PA Erection of a single storey side extension, single storey rear extension and general internal alterations to 5 Wenlock Drive, Escrick

No Objections

12.1.4 8/10/83D/PA Single storey extension to ancillary accommodation to Sileitat, 3 Skipwith Road

The Parish Council objects to this planning application. Please see planning consultee response for details.

12.2 Notices of Decision

12.2.1 8/10/269/PA Erection of a detached dwelling and garage for 1 Wenlock Drive, Escrick, York

The application was GRANTED

13. Street lighting

13.1 Lamp post outside No 6 The Glade

The Clerk had pursued this with the insurance company and had subsequently received a cheque for £974.65 in respect of the invoice from Northern Power Grid, net of VAT, for making the area safe. A bill had not yet been received for the replacement of the lamp post.

13.2 Lamp post outside No19 Main Street

This matter is currently outstanding.

14. Grass Cutting

Quotes are currently being sought and will include weed killing

15. To receive an update from the Clerk on issues not otherwise on the Agenda

Hedges alongside path to school: clerk to contact school to cut

Escrick name road sign: clerk to contact Andy Rouse to get a new one

Parsonage Hotel about the state of the road: letter sent regarding the condition

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

Cllr Forster advised that lamp posts 2 and 5 are out on Dower Chase and Cllr Lamont reported one on The Glade. The Clerk agreed to arrange for these to be fixed.

Cllr Forster also mentioned hedges and the Chairman advised that the residents whose hedges were overgrown would be getting a letter asking them to cut them.

17. Part II Items

This was deferred to the next Admin and Finance meeting as it was the discussion of the Clerk's Contract.

18. Date and Time of the Next Meeting

No date and time was set.

There being no further business, the Chairman declared the meeting closed.