

# Escrick Parish Council

**Official notice of Escrick Parish Council meeting to be held at 7.30pm in Escrick & Deighton Club on MONDAY 2<sup>nd</sup> March 2020.**

Councillors are summoned to attend the Meeting of the Parish Council detailed above and to consider and resolve the business to be transacted on the agenda below.

*Meetings are open to the Press and Public except for any item labelled as part 2 under the Public Bodies (Admission to Meetings) Act 1960, Section 1.*

*Press and public may not speak when the council is in progress; when councillors are discussing council business; when councillors are in the process of decision making.*

*Any elector is entitled to attend this meeting and any concerns, questions or suggestions will be taken after the Chairman welcomes those present. The time for this will be limited to 15 minutes.*

*Contact: Chair – Richard Rowson, [chair@escrick.org](mailto:chair@escrick.org);*

*Clerk – Sally Look, [clerk@escrick.org](mailto:clerk@escrick.org), 72 Main Street, Wheldrake, York, YO19 6AA*

## Part 1

20047: **Welcome: Chair to welcome Councillors and members of public to the meeting**

20048: **Apologies/Attendance:**

- a. Present: Chair to make a note of attendees.
- b. Apologies: Council to receive apologies and any reasons for absence from councillors; to consider and resolve whether or not to accept any reasons given.

20049: **Interests:** Chair to remind members to make any declarations of interest in any agenda items.

20050: **Public correspondence received:** Council to note any correspondence received from members of the public prior to the meeting.

20051: **Public session:** Council to receive comments on agenda items or other questions/comments from electors present.

20052: **Riccall and District Resilience Group:** To present information to councillors on working together on a community emergency plan.

20053: **District and County Councillor updates: To receive updates from:**

- a. District Councillor.
- b. County Councillor.

20054: **Minutes:** To resolve whether to accept the minutes of the last meeting ordinary meeting held on 3<sup>rd</sup> February 2020.

## Planning

20055: **Planning, new applications:** To resolve comments on the following applications (see background papers from Planning Working Group):

- a. 2020/0116/HPA: 33 Carrs Meadow, Escrick. Proposed demolition of existing rear conservatory and erection of single storey rear extension.
- 20056: **Planning determinations: To note determinations made since last meeting.**
- a. 2020/0119/TCA: 9 Derwent Court, Skipwith Road, Escrick. Proposed felling of 1No Hawthorne in the conservation area. Permitted.
- 20057: **Planning, ongoing:** To note any updates on the following and resolve any further actions:
- a. CYC/2019/00078/OUTM: Caravan park at former North Selby Mine site.
  - b. NY/2018/0229/73: Variation to infill conditions at old brick works quarry.
  - c. NY/2016/0251/FUL: Proposed waste transfer station at former Stillingfleet Mine.
  - d. 2019/0698/OUT: Land adjacent to About Thyme, Hollicarrs Close.
  - e. NY/2019/0136/ENV: Land adjacent to Escrick Business Park
  - f. 2019/1311/HPA: 32 Wenlock Drive, Escrick.
- 20058: **Planning, Selby Local Plan:** To review the Selby Local Plan Issues and Options Consultation; summary of key points; and to resolve PC response.
- 20059: **Planning, Neighbourhood Plan:**
- a. To receive an update from Cllr Rees including an update on the workshop facilitated by Integrat consultants on site allocations and selection (minutes attached).
  - b. To resolve whether the NDP should continue to support work on producing an NDP.
  - c. To resolve whether the NDP should include a site allocation.
  - d. To resolve the approach to the site selection, including: (i) the time period for which the allocation will relate to; (ii) the approach to site selection (as detailed in the attached minutes from NDP meeting on 17<sup>th</sup> February).
  - e. To approve the site selection sift criteria (document attached).
  - f. To resolve to delegate the final site review and selection to the Councillors on the NDP working group.
  - g. To consider any volunteers to take over as Chair of NDP group and any other changes to roles/responsibilities regarding the NDP and to resolve new roles/responsibilities.

## Highways

- 20060: **Highways:** County Cllr Musgrave/Chair to provide an update on the A19/Skipwith Road traffic light scheme, and to resolve any further actions.
- 20061: **Highways: VAS sign**
- a. Chair to provide an update on the Skipwith Road vehicle activated speed sign.
  - b. To consider options and associated costs for deployment to additional locations (paper attached). To resolve which option to proceed with.
- 20062: **Ongoing highways issues:**
- a. Update on highways issues raised following the December 2019 meeting (listed below) and resolve any further actions.
    - i. Badly worn H bar marking at Main St/Carr Lane junction;
    - ii. Overgrown foliage on A19;
    - iii. Foliage in visibility splay at Carr Lane / Skipwith Road junction.

- b. Surface water flooding
  - i. To receive an update on the Carr Lane sewage flooding discussed at December 2019 meeting, and reported to the MP's office.
  - ii. To receive a proposal from Cllr Rees on additional information that may be available from Yorkshire Water on their assets in the Parish. To resolve what additional action to take.

## Maintenance

### 20063: Maintenance issues:

- a. To receive an update from Cllr Reader and Cllr Moran on maintenance issues arising. To resolve any further action.
- b. To discuss proactive maintenance requirements for 2020-2021 (Paper attached). To resolve actions.

## Finance and Governance

### 20064: Finance report (RFO):

- a. Account balances and reconciliation:

		Community account	BMM account
i.	Account balances as reported at last meeting:	£10770.10	£24682.58
ii.	Payments made since last meeting		
	S Look (Clerk's January salary)	-£	
	Escrick Park – Escrick Playing Field Rent	-£10.00	
	TWM Traffic Control Systems Ltd	-£4152.30	
	Clerks expenses	-£93.60	
	J Massey – Leaf/moss clearing	-£50.00	
	R Rowson – 'no motor vehicles' sign for Carrs Meadow	-£39.60	
	CH Guest (October salary)	-£365.20	
	Ark (Grass cutting 2018/19)	-£3864.00	
iii.	Payments made since last meeting under clerks delegated powers:	Nil	Nil
iv.	Receipts:		
	Bank transfer from savings	£3000	
v.	Account balances as at 27 Jan 2020:	£4839.72	£21682.58
vi.	Uncleared cheques:		
		Nil	

- b. Routine payments to be made:

vii.	S Look (Clerk's February salary)	-£	-
viii.	Escrick Club – room rental Nov 2019-Feb 2020		-£40

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

ix.	Nil		Nil
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- d. To note the following liabilities have been incurred but invoices not yet received:

- i. Annual street lighting electricity 2018/19 (NYCC).

20065: **Policy and governance:**

- a. To consider the impact of the *Public Sector Bodies (Websites and Mobile Applications) (No. 2) Accessibility Regulations 2018*. To consider whether commissioning a detailed audit of our website is a disproportionate burden. To resolve approval of Website Accessibility Statement (paper attached).
- b. To consider approval of Records Management Policy.
- c. To consider the use of personal email accounts and personal electronic devices by Councillors (paper attached).
- d. To consider approval of Freedom of Information Policy (reviewed by F&A committee on 6<sup>th</sup> January 2020).

Other items

20066: **Correspondence received:**

- a. Letter from HSBC to make an appointment to confirm business details. Confirmation of mandate changes confirmed and actioned.
- b. Letter from NYCC regarding funding for supported bus services and rural bus fund.

20067: **Items for the next meeting**

- a. To note any items for the agenda of the next Parish Council meeting.
- b. To confirm the next ordinary meeting of the Parish Council is to be held on Monday 6<sup>th</sup> April 2020.
- c. Admin & Finance committee meeting to be held at 6.30pm on 6<sup>th</sup> April 2020.

Part 2

20068: **Confidential business:** To consider and resolve whether to exclude Public and Press on the grounds that matters for discussion affect individual staff members/ procedures/ legal/ finance issues.

20069: **War memorial bus shelter:**

- a. To receive any update to our proposal and resolve any further actions.

*Signed: Sally Look*

*Clerk, Escrick Parish Council*

*Date: 26<sup>th</sup> February 2020*