

# Escrick Parish Council

**Official notice of Escrick Parish Council meeting to be held at 7.30pm on MONDAY 4<sup>th</sup> May 2020. The meeting will take place via zoom video conferencing application. Members of the public are welcome to join for part 1 of the meeting. Please contact [clerk@escrick.org](mailto:clerk@escrick.org) at least 24 hours before the meeting to request the access code.**

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

20069: **Welcome: Chair to welcome Councillors and members of public to the meeting.**

20070: **Standing orders:**

- a. Resolve to accept the addendum to existing Standing Orders to include the use of remote meetings and the procedure required as recommended by NALC.

20071: **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.

20072: **Interests:** Chair to remind members to make any declarations of interest in any agenda items.

20073: **Public correspondence received:** Council to note any correspondence received from members of the public prior to the meeting.

- a. See summary of issues recently raised with the Chair and consider further action.
- b. Dog fouling increase on road leading to Queen Margaret's School.
- c. Complaint received about loud motorcycles travelling through the village.

20074: **Public session:** Council to receive comments on agenda items or other questions/comments from electors present.

20075: **Council business -COVID 19: Review continuation of council business to be carried out during the COVID-19 outbreak.**

- a. Grass cutting / village maintenance
- b. Neighbourhood plan
- c. Traffic light scheme
- d. Any other changes to Council activities.

20076: **District and County Councillor updates: To receive updates from:**

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

20077: **Minutes:** To resolve whether to accept the minutes of the last meeting ordinary meeting held on 2<sup>nd</sup> March 2020.

## Planning

20078: **Planning, new applications:** To resolve comments on the following applications (see background papers from Planning Working Group)

- a. No new applications received prior to publication of agenda.

20079: **Planning applications to note:** (Submitted to SDC under clerks delegated powers).

- a. 2020/0238/HPA. Rainbows End, Hollicarrs Close, Escrick. Proposed erection of a single storey rear extension to existing detached dwelling to create additional living accommodation. No objections, subject to planning officer satisfying him/herself that amenity of neighbours in Hollicarrs settlement will not be adversely affected.
- b. 2020/2041/ADV. Hollicarrs Holiday Park, York Road, Escrick. Advertisement consent for 4 flagpoles. No objections, subject to planning officer satisfying him/herself that amenity of neighbours in Hollicarrs settlement will not be adversely affected.

20080: **Planning determinations: To note determinations made since last meeting.**

- a. 2019/1353/HPA:14 Dower Park, Escrick. Proposed single storey extension. Permitted.
- b. 2019/1311/HPA: 32 Wenlock Drive, Escrick. Single storey side/rear extension. Permitted.
- c. 2020/0263/DOC: 1 Northlands Close, Escrick. Discharge of condition 03 (external surfaces) of approval 2018/1434/HPA Demolition of existing garage, proposed two storey side extension, front extension and balcony. Condition decision.

20081: **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

20082: **Planning, Neighbourhood Plan:**

- a. To confirm changes to the chair of the NDP working group.
- b. To confirm Cllr Chambers joining the Neighbourhood Plan working group.
- c. To receive an update from NDP working group including an update on the Call for Sites responses.
- d. To resolve whether the NDP should include a site allocation.
- e. 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).
- f. To approve the site selection sift criteria (document attached).

- g. To resolve to delegate the final site review and selection to the Councillors on the NDP working group.

20083: **Planning working group**

- a. To confirm Cllr Chambers to join planning working group.

## Highways

20084: **Highways:** County Cllr Musgrave/Chair to provide an update on the A19/Skipwith Road traffic light scheme, and to resolve any further actions. If not present, defer until next meeting.

20085: **Highways: VAS sign**

- a. Chair to update councillors on VAS sign and redirecting the sign.

20086: **Ongoing highways issues:**

- a. Update on highways issues raised following the December 2019 meeting (listed below) and resolve any further actions.
  - a. Badly worn H bar marking at Main St/Carr Lane junction;
  - b. Overgrown foliage on A19;
  - c. Foliage in visibility splay at Carr Lane / Skipwith Road junction.
- b. Surface water flooding
  - a. To receive an update on the Carr Lane sewage flooding discussed at December 2019 meeting and reported to the MP's office.

## Maintenance

20087: **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.
- c. To consider using contractor to clear moss build up from footpaths on Wenlock Drive.
- d. Confirmation of pavement sweeping done by contractor to date and if any any other areas require attention.
- e. To discuss the shortfall in funding of the village green fence replacement and review options. To resolve whether to do nothing; pursue any grant funding options; cover costs directly; or explore another option.

## Finance and Governance

20088: **Finance report (RFO):**

- a. Account balances and reconciliation:

		<b>Community account</b>	<b>BMM account</b>
i.	Account balances as reported at last meeting:	£4839.72	£21,682.58

ii.	Payments made since last meeting		
	S Look (Clerk's February salary)	-£	
	Escrick Club – Room Rent Nov-Feb	-£40.00	
iii.	Payments made since last meeting under clerks delegated powers:		
	Information commissioners fee	-£40.00	
	S Look (Clerk's March salary)	-£	
	Escrick Club – room rental 1 <sup>st</sup> and 29 <sup>th</sup> March 2020	-£40.00	
	S Look expenses	-£44.40	
	YLCA – annual membership	-£404.00	
	NYCC – A19 new PB, BKT, Lantern nr business	-£955.50	
iv.	Receipts:		
	Savings a/c interest		£11.17
	HMRC VAT refund	£1895.23	
v.	Account balances as at 24 April 2020:	£4499.69	£21,693.75
vi.	Uncleared cheques:	Nil	
	T Rees - Neighbourhood plan flyers	-£23.00	
	T Rees - Neighbourhood plan posters	-£92.40	

b. Routine payments to be made:

vii.	Clerks May salary	-£
viii.	Autela – payroll Jan-March	-£57.18
ix.	Clerks expenses	-£95.50

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

x.	NYCC – VAS installation	-£660
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- d. To note the following liabilities have been incurred but invoices not yet received:
- a. Annual street lighting electricity 2018/19 (NYCC).

20089: **Policy and governance:**

- a. Standing Orders considered as item 20070. No further policy/governance issues to discuss.

20090: **Admin & Finance committee:**

- a. To note remote meeting to be held by admin & finance committee on 11<sup>th</sup> May 2020 to consider insurance policy, banking and clerks six month review.

Other items

20091: **Community Emergency Plan:**

- a. Consider developing a Community Emergency Plan and advertising for volunteers to join to take it forward.

20092: **Correspondence received:**

- a. NALC and YLCA Covid-19 guidelines and advice.

20093: **Items for the next meeting**

- a. To note any items for the agenda of the next Parish Council meeting.

20094: **Annual Meetings**

- a. Resolve to postpone the Annual Parish Council meeting.
- b. Resolve to cancel the 2020 Annual Parish meeting as advised by NALC.

20095: **Councillor vacancy:**

- a. Councillors to resolve co-option of new councillor.
- b. Acceptance of office to be completed and emailed to clerk.
- c. ROI to be sent to SDC and copied to clerk.

## Part 2

20096: **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.

20097: **War memorial bus shelter:**

- a. To receive any update to our proposal and resolve any further actions. Letter received from resident.

*Signed: Sally Look*

*Clerk, Escrick Parish Council*

*Date: 29<sup>th</sup> April 2020*