

Escrick Parish Council

Official notice of Escrick Parish Council meeting to be held at 7.30pm in Escrick & Deighton Club on MONDAY 7th OCTOBER 2019

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;

Clerk – Richard Rowson, clerk@escrick.org, 1 Carrs Meadow, Escrick YO19 6JZ

Part 1

- 19143: Welcome:** Chair to welcome Councillors and members of public to the meeting
- 19144: 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.
- 19145: Interests:** Chair to remind members to make any declarations of interest in any agenda items.
- 19146: Public correspondence received:** Council to note any correspondence received from members of the public prior to the meeting:
- a. The Chair has been approached by a resident with concerns about overhanging branches from the Parsonage obstructing visibility and signs on the A19.
 - b. The Chair & Clerk had received several representations about the planning application for the clay extraction, which will be raised under the later agenda item.
 - c. A complaint about debris on the pavement along the A19 had been received, and raised with Selby District Council for action.
 - d. A resident has raised concerns about surface water flooding in heavy rain, requesting that drainage arrangements and pavement/road cambers be reviewed.
 - e. A resident has requested cul-de-sac / 'pedestrian only' signage for Carrs Meadow.
- 19147: Public session:** Council to receive comments on agenda items or other questions/comments from electors present.
- 19148: District and County Councillor updates:** To receive updates from:
- a. District Councillor.
 - b. County Councillor.
- 19149: Minutes:** To resolve whether to accept the minutes of the last meeting ordinary meeting on 2nd September, and extraordinary meeting on 11th September.

Planning

- 19150: Planning, new applications:** To resolve comments on the following applications:
- a. NY/2019/0136/ENV: Propose clay extraction adjacent to former Escrick quarry.
 - i. To consider approach from Riccall PC regarding collaboration
 - ii. To note representations received from residents
 - iii. To review assessment prepared by Planning Working Group
- 19151: Planning determinations:** To note determinations made since last meeting.
- a. 2019/0791/MAN2: Amendment of approval, 2 Carrs Meadow. Approved
 - b. 2019/0796/TCA: Felling of 2 trees, Lilac Cottage Main St. Approved
- 19152: 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. 2019/0710/S73: Variation to conditions, Lilac Cottage, Stillingfleet Lane.
 - f. 2019/0575/FUL: New dwelling adjacent 2 Carr Lane.
- 19153: Planning, Neighbourhood Plan:** To receive an update from Cllr Rees and resolve any further actions.

Highways

- 19154: Highways:** Chair to provide an update on the A19/Skipwith Road traffic light scheme, and to resolve any further actions.
- 19155: Highways:** Chair to provide an update on the Skipwith Road vehicle activated speed sign scheme.
- a. To approve and sign the grant application form.
 - b. To resolve any further actions.

Maintenance

- 19156: Maintenance issues:**
- a. To receive an update from Cllr Reader and Cllr Moran
 - b. To note that the grass area where the former 'twin oaks' stood on Wenlock Drive has been reseeded for a third time. The area by the bus shelter has been treated with an anti-moss treatment.
 - c. To discuss whether the PC should proactively appoint someone to undertake autumnal pavement sweeping, and resolve any action.
 - d. To resolve any further action.

19157: Finance report (RFO):

a. Account balances and reconciliation:

		Community account	BMM account
i.	Account balances as reported at last meeting:	£9,840.58	£26,837.05
ii.	Payments made since last meeting:		
	Came and Company – insurance	-£1667.88	
	YLCA job advert	-£15.00	
iii.	Receipts:		
	Selby DC – second half precept		£9,500.00
	Interest		£13.53
iv.	Account balances as at 30 th Sept 2019:	£8,157.70	£36,350.58
v.	Uncleared cheques:	Nil	Nil

b. Routine payments to be made:

vi.	Autela (payroll, Apr - Jun)	£39.23
vii.	Autela (payroll, Jul - Sept)	£47.08
viii.	Clerk's salary (Jul – Oct)	£1,460.80
i.	Npower – Festive 2018 (account 3)	£42.15
ii.	Npower – Festive 2018 (account 4)	£42.15
iii.	Escrick Park Estate – Village Green rent 19/20	£10.00

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

iv.	Clerk's salary underpayment correction	£608.14
v.	Cllr Rowson – maintenance expenses	£33.96
vi.	Gazebos x 2 (approved at Sept meeting) revised cost	£1526.85

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

- i. Grass cutting 2018/2019 (Ark Facilities)
- ii. 2 x new streetlights on Carr Lane installed 2018 (NYCC)
- iii. 2 x new streetlights on Main St installed 2019 (NYCC)
- iv. Annual street lighting electricity 2018/19 (NYCC)
- v. Internal auditor

19158: Policy and governance:

- a. To note the Annual Internal Audit Report for 2018/19 included at page 3 of the Annual Governance and Accountability Return (AGAR).
- b. To approve Section 1 – Annual Governance Statement 2018/19 on page 5 of the AGAR
- c. To approve Section 2 – Accounting Statements 2018/19 on page 6 of the AGAR
- d. To approve 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.

- 19159: Personnel issues:**
- a. To review and approve the proposed new expenses policy
 - b. To review and approve the proposed new absence policy

Other items

- 19160: Correspondence received:**
- a. YALC: Various training courses and White Rose Update
 - b. Various advertisements
 - c. Rough sleeper survey from SDC – to take place 29th Oct 2019

19161: Items for the next meeting

Part 2

- 19162: 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.

- 19163: Clerk appointment:** To resolve to appoint Sally Look as the new Parish Council Clerk with effect from 8th October 2019.
- a. Key terms remain similar to previous Clerk – notably a 6 hour week using agreed national payscales in the SCP18-23 range. Chair to sign employment contract.

- 19164: Former Clerk salary correction:** To review and approved proposed back-payment to correct underpayments to previous Clerk.

- 19165: War memorial bus shelter:**
- a. To receive an update from the Chair regarding conversation held with the residents of Rudding House. To review proposed letter. To resolve next steps.

*Signed: Richard Rowson
Clerk, Escrick Parish Council
Date : 1st October 2019*