

# Escrick Parish Council

**Official notice of the ANNUAL MEETING of Escrick Parish Council to be held at 7pm on MONDAY 15<sup>th</sup> May 2023. The meeting will be held in **The Wenlock Room at The Parsonage Hotel (adjacent to the hotel reception desk).** Members of the public are welcome to join for part 1 of the meeting.**

Councillors are summoned to attend the monthly 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 – Terry Chambers, chair@escrick.org; Clerk – Sally Look, clerk@escrick.org, 72 Main Street, Wheldrake, York, YO19 6AA*

## Part 1

- 23100: **Welcome: Chair to welcome Councillors and members of public to the meeting.**
- 23101: **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.
- 23102: **Interests:** Chair to remind members to make any declarations of interest in any agenda items.
- 23103: **Statutory Annual Parish Council meeting business:**
- a. Election of the Chairman of the Parish Council  
Councillors to elect a chairman of the Parish Council.  
Chairman to sign acceptance of office, clerk to witness signature.  
Clerk to countersign Chairman's acceptance of office.
  - b. Election of Vice Chairman;  
Councillors to elect a vice chairman of the Parish Council.  
Chairman to sign acceptance of office, clerk to witness signature.  
Clerk to countersign Chairman's acceptance of office.
- 23104: **Committees:**  
To resolve necessity of any committees, working groups and volunteers. Current committees /working groups and members are as follows:
- a. Committees;  
Finance & Admin Committee.
  - b. Working Groups;  
Planning Working Group; To review the role of the planning working group. To resolve any changes  
Neighbourhood Plan Working Group.
  - c. Representation on external bodies;  
Village Green Association representative  
Playing Fields Association.  
Other responsibilities;  
Defibrillator checks  
Website  
War memorials and Jubilee Fountain  
Grit bins.

23105: **Agree schedule of meetings for the coming year.**

Monthly Parish Council meetings ordinarily take place on the 1<sup>st</sup> Monday of the month at 7.00pm.

To confirm dates of meetings as Monday 3<sup>rd</sup> July 2023, Monday 4<sup>th</sup> Sept 2023, Monday 2<sup>nd</sup> Oct 2023, Monday 6<sup>th</sup> Nov 2023, Monday 4<sup>th</sup> Dec 2023, Monday 8<sup>th</sup> Jan 2024, Monday 5<sup>th</sup> February 2024, Monday 4<sup>th</sup> March 2024, Monday 8<sup>th</sup> April 2024 and Monday 6<sup>th</sup> May 2024. Annual Parish Council meeting to be held on Monday 6<sup>th</sup> May 2024.

23106: **Public correspondence received:** Council to note any correspondence received from members of the public prior to the meeting.

- a. Correspondence received regarding Factco.
- b. Email from proposed proprietors of the village shop with an update.
- c. Email from resident following up the planning refusal notice by SDC for the retrospective planning application for installation of a gas tank at Grove House, accessed via Skipwith Road.
- d. Report that the pelican/puffin lights on the traffic island by the church that are not working.

23107: **Public session:** Council to receive comments on agenda items or other questions/comments from electors present.

23108: **Updates from other authorities:**

- a. Divisional Councillor report.

23109: **Minutes:** To resolve whether to accept the minutes of the meeting of the Parish Council held on 6<sup>th</sup> April 2023.

## Finance and Governance

23110: **Finance report (RFO):**

- a. Account balances and reconciliation:

		<b>Community account</b>	<b>BMM account</b>
i.	Account balances as at 28 <sup>th</sup> March 2023:	<b>£4084.17</b>	<b>£22,145.17</b>
ii.	Payments made since last meeting:		
	S Look – March salary	As agreed	
	S Look – Clerks March expenses	-£18.00	
	HMRC – Clerks salary	-£15.80	
	Autela Payroll	-£69.31	
iii.	Payments made since last meeting under clerks delegated powers:		
	YLCA – Annual subscription	-£420.00	
	Unity Quarterly Service Charge	-£18.00	
	PWLB Streetlight loan	-£1467.74	
iv.	Receipts:		
	SY Academy Trust - School path payment	£218.00	
	Bank interest		£123.99
	NYC – Precept 1 <sup>st</sup> instalment	£11,000.00	
v.	Account balances as at 10 <sup>th</sup> May 2023:	<b>£12,859.76</b>	<b>£22,269.16</b>
vi.	Uncleared previously authorised payments:		
	Nil		

b. Routine payments to be made:

viii.	S Look – April salary	As agreed
	S Look – Clerks April expenses	-£24.08
	B Hopper – Internal Audit	-£100.00

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

ix.	Nil	
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23111: **Policy & Governance:**

- a. To note the Annual Internal Audit Report for 2022/23 included at page 3 of the Annual Governance and Accountability Return (AGAR).
- b. To approve Section 1 – Annual Governance Statement 2022/23 on page 4 of the AGAR.
- c. To approve Section 2 – Accounting Statements 2022/23 on page 5 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.

## Maintenance

23112: **Maintenance issues:**

- a. To receive update on any maintenance issues arising. To resolve any further action.
- b. Resolve to approve £40 budget funds to repaint the fountain posts and update of the village sign flowerbeds through the summer.

## Playing field / Play area

23113: **Playing field update:**

- a. To receive any update from the playground inspection team members.

## Planning

23114: **Planning, new applications: To resolve comments on the following applications:**

- a. No new applications received at the time of publishing the agenda.

23115: **Planning ongoing:**

- a. To resolve to contact the Hannah Blackburn in the area planning department regarding the corporate complaint raised in November 2022 with them in relation to 2022/0357/TCA. Hellings House, 73 Main Street, Escrick - the tree work and 2021/1375/HPA. Grove House, Skipwith Road, Escrick - Placement of gas tank in garden (retrospective).

23116: **Planning determinations: To note determinations made since last meeting.**

- a. 2022/1280/FUL. Black Bull, 91 Main Street, Escrick. Conversion of existing public house with landlords accommodation and lettable rooms to 3 No dwellings with parking to rear. PERMISSION GRANTED. To resolve any further action required regarding the process.
- b. 2021/1488/TPO. 3 Dower Chase Escrick. Application for consent to reduce 1No Evergreen Oak tree by approximately 2 - 3m covered by TPO 4/1977 in the conservation area. REFUSED.

23117: **Planning working group:**

- a. To receive an update from the planning working group and resolve any further actions.

23118: **Selby Local Plan and Heronby proposal:**

- a. To receive any update on the local plan.

Other items

23119: **Village shop:**

- a. To receive an update from Cllr Hawes on the developments with the village shop in the club.

23120: **Installation of fibre optic networks in the village:**

- a. Consider any further action regarding the infrastructure of the installation by Factco.

23121: **Escrick Primary School:**

- a. To receive any update from the School Meeting - to discuss future areas of co-operation and update from meeting with the school.

23122: **Correspondence received:**

- a. YLCA: White Rose Update and training.
- b. North Yorkshire Council Standards Arrangements - Code of Conduct.

23123: **Comments from public present on agenda items – Note: decisions cannot be made on items brought to this stage of the meeting.**

23124: **Items for the next meeting:**

- a. To note any items for the agenda of the next Parish Council meeting to be held on **Monday 3<sup>rd</sup> July 2023.**

*Signed: Sally Look, Clerk, Escrick Parish Council*

*Date: 10<sup>th</sup> May 2023*