

Escrick Parish Council

Official notice of Escrick Parish Council ANNUAL PARISH COUNCIL MEETING to be held at 7.45pm on MONDAY 16th May 2022. The meeting will be held in Escrick & Deighton Club. Members of the public are welcome to join for part 1 of the meeting.

Councillors are summoned to attend the Annual 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 – Sally Look, clerk@escrick.org, 72 Main Street, Wheldrake, York, YO19 6AA*

Part 1

Before the meeting begins, members will sign their declaration of acceptance of office. This indicates an agreement with the Council's Code of Conduct.

22083: 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.
- c. Submission of nomination papers and election result;
To note that the Clerk submitted nomination papers from five existing Councillors to Selby District Council. All were accepted and existing Councillors were confirmed as eligible. Ahead of the election, SDC confirmed that there would be no requirement for a Parish Council election and existing Councillors would be confirmed in role. To advertise six further vacancies.

22084: 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.
 - d. Other responsibilities;
Defibrillator checks
Website.

22085: To resolve to appoint any representatives to outside bodies;

- a. YLCA representative.

22086: Agree schedule of meetings for the coming year.

- a. Monthly Parish Council meetings ordinarily take place on the 1st Monday of the month at 7.30pm.
- b. To confirm dates of meetings as Monday 6th June 2022, Monday 4th July 2022, Monday 5th Sept 2022, Monday 3rd Oct 2022, Monday 7th Nov 2022, Monday 5th Dec 2022, Monday 9th Jan 2023, Monday 6th February 2023, Monday 6th March 2023, Monday 3rd April 2023 and Monday 8th May 2023. Annual Parish Council meeting to be held on Monday 8th May 2023.

22087: **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.

22088: **Interests:** Chair to remind members to make any declarations of interest in any agenda items.

22089: **Public correspondence received:** Council to note any correspondence received from members of the public prior to the meeting.

- a. Email from resident regarding the proposed removal of trees from the Jubilee Garden.
- b. Letter from resident requesting a bench / relocation of existing bench on the triangle opposite church gate.
- c. Email from resident requesting the double white lines round the bend from the bridge towards the A19 are renewed.
- d. Email from a resident about a branch falling from the village green into a garden.

22090: **Public session:** No further comments.

22091: **Updates from other authorities:**

- a. District Councillor
- b. County Councillor
- c. Police report.

22092: **Minutes:** To resolve whether to accept the minutes of the last meeting ordinary meeting held on 4th April 2022 and the Finance and Admin meeting held on 4th April 2022.

Finance and Governance

22093: **Finance report (RFO):**

- a. Account balances and reconciliation:

| | | Community account | BMM account |
|------|--|--------------------------|--------------------|
| i. | Account balances as reported at last meeting (as at 31 st March 2022) | £5,163.37 | £20,186.15 |
| ii. | Payments made since last meeting: | | |
| | S Look – Clerks laptop | -£463.99 | |
| | S Look – Clerks March expenses | -£21.42 | |
| | YLCA Annual Subscription | -£415.00 | |
| | Selby AVS grant for the Jubilee Garden | | £500 |
| | Unity bank quarterly subscription | -£18 | |
| iii. | Payments made since last meeting under clerks delegated powers: | | |
| | Toby Johnson- cut back all over growing Hawthorn and Blackthorn back to the boundary on village green / 5 Carrs meadow | -£594.00 | |
| | S Look – Clerks April salary (inc 2 hours O/T) | -£ | |

| | | | |
|-----|--|------------|------------|
| | Groundworks end of year grant repayment | -£159 | |
| | NYCC – streetlight energy 2021-22 | -£830.60 | |
| iv. | Receipts: | | |
| | Precept 1 st instalment | | £10,000.00 |
| v. | Account balances as at 10 th May 2022: | £10,739.39 | £26,901.92 |
| vi. | Uncleared previously authorised payments: | | |
| | PWLB – streetlight loan (to be paid by DD on 03/05/22) | -£1467.74 | |

b. Routine payments to be made:

| | | | |
|-------|---|---------|--|
| viii. | S Look – Clerks expenses and 3hrs overtime to be paid in May salary | -£91.41 | |
| ix. | Autela payroll Q4 | -£50.40 | |
| x. | B Hopper – Internal Audit | -£90.00 | |

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

| | | | |
|-----|-----|--|--|
| xi. | Nil | | |
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22094: **Policy & Governance:**

- a. To note the Annual Internal Audit Report for 2021/22 included at page 3 of the Annual Governance and Accountability Return (AGAR).
- b. To approve Section 1 – Annual Governance Statement 2021/22 on page 4 of the AGAR.
- c. To approve Section 2 – Accounting Statements 2021/22 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.
- e. Resolve to adopt the new LGA model code of conduct as agreed at the April parish council meeting.

Highways

22095: **Highways: Skipwith Road**

- a. To receive any update on request for village gateways on Skipwith Road.

22096: **Ongoing highways issues:**

- a. Update on request to The Parsonage to put white lines on the access road to geleb Farm, Escrick Surgery, the church carpark and the Fat Abbott to ensure motorists know it is a two-way road.
- b. To receive an update on the remaining dropped kerbs at Carr Lane/Skipwith Road.

22097: **Bus stops:**

- a. To receive an update on the request for a streetlight for the bus stops.

Maintenance

22098: **Maintenance issues:**

- a. To receive update on any maintenance issues arising. To resolve any further action.

Planning

22099: **Planning, new applications: To resolve comments on the following applications.**

- a. 2022/0430/HPA: 29 The Glade, Escrick. Single storey extension (under existing roof overhang) to south west elevation, pitched roof to replace existing flat roof and erection of single storey detached garage. Comments by 25 May 2022.

- 22100: **Planning determinations: To note determinations made since last meeting.**
- a. 2022/0015/HPA: 15 Carrs Meadow, Escrick. Internal alterations and the erection of a single storey extension to the rear to provide additional living accommodation. Permission granted.
 - b. 2022/0130/CPE: Narbeth, 10 Carr Lane, Escrick. Lawful development certificate for existing use of single storey side extension to existing dwelling. It was constructed in accordance with the permitted development criteria within The Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended), Schedule 2, Part 1, Class A. Therefore, no breach of planning control has occurred, the application should be approved, and a Lawful Development Certificate granted.
 - c. 2021/1460/HPA. The Old School, Escrick Park Gardens, Escrick. Single-storey extension to former school house in Conservation Area. Refused.

- 22101: **Planning working group**
- a. To receive an update from the planning working group and resolve any further actions.

- 22102: **Planning, Neighbourhood Plan:**
- a. To receive an update from Cllr Rees on the NDP.

- 22103: **Conservation Review:**
- a. To receive any update from SDC on the Conservation Review.

- 22104: **Land ownership:**
- a. To note ownership of green areas of land in the village and consider confirming status of unregistered / unknown areas.
 - b. Consider if there is a separate NDP examiner requirement to identify ownership of the proposed areas of green land for protection? (which are mostly private land).

Other items

- 22105: **Village shop and pop-up Post Office:**
- a. To receive an update from Cllr Hawes on investigations into establishing a shop in the village.
 - b. To consider applying for funding for upgrading the electricity supply in the Clubhouse so as to facilitate the establishment of a shop.
 - c. To consider offering Financial support for the new electricity supply to Escrick & Deighton Clubhouse from PC funds.
 - d. To receive and update from Cllr Rees on the pop-up Post Office.

- 22106: **Queens Platinum Jubilee:**
- a. Jubilee events
 - i. To receive an update from Cllr Cunningham on the Queen's Jubilee celebrations.
 - ii. Resolve to adopt the Jubilee working group policy.
 - iii. To consider pay SDC £84.16 for the rental of 3 x 180 litre refuse bins for the event including delivery and collection of rubbish.
 - b. Jubilee Garden initiative;
 - i. To receive an update on the Jubilee Garden initiative.
 - ii. To consider proposing the draft lease to Escrick Park Estate.
 - iii. To consider the formation of a maintenance committee to oversee the area.
 - iv. To receive an update on the funding awarded.
 - v. To consider accepting the offer for a grant of £1250 from SDC towards the project and complete acceptance form.

- 22107: **Black Bull public house:**

- a. To receive any update on the sale of the Black Bull public house.
- b. To receive any update on registering the Black Bull as a Community Asset.

22108: **Correspondence received:**

- a. YLCA: White Rose Update.
- b. North Yorkshire Police Independent Advisory Group volunteer request poster.
- c. TCV (the conservation volunteers) information.
- d. Email from Independent candidate for the election.

22109: **Comments from public present on agenda items – Note: decisions cannot be made on items brought to this stage of the meeting.**

22110: **Items for the next meeting:**

- a. To note any items for the agenda of the next Parish Council meeting to be held on Monday 6th June 2022.

Signed: Sally Look, Clerk, Escrick Parish Council

Date: 11th May 2022