

Escrick Parish Council

Minutes of Escrick Parish Council Annual meeting held in The Wenlock Room at The Parsonage Hotel at 7pm on MONDAY 15th MAY 2023.

Part 1

23100: **Welcome: Chair welcomed councillors and members of the public to the meeting.**

23101: **Apologies/Attendance:**

- a. Present: Cllr Chambers (Chair), Cllr Fairbairn, Cllr Hawes, Cllr Hopkinson, Cllr King. Member of the public. Clerk; S Look.
- b. Apologies: Cllr M Allen, Cllr S Allen, Cllr Cunningham, and Cllr Karbani.

23102: **Declarations of Interests:** None.

23103: **Statutory Annual Parish Council meeting business:**

- a. Election of the Chairman of the Parish Council. Resolved to re-elect Cllr Chambers as Chairman.
- b. Election of Vice Chairman. Resolved to re-elect Cllr Hawes as Vice Chairman.

23104: **Committees:**

Resolved to defer a decision on the necessity of any committees, working groups and volunteer groups until the next full Parish Council meeting when more councillors are present. To carry over the following:

- a. Finance & Admin Committee. Current members are Cllr Chambers, Cllr Hawes and Cllr Cunningham.
- b. Planning Working Group. It was resolved for Cllr Chambers, Cllr Hawes, Cllr Hopkinson and Cllr Fairbairn to be members of the Planning Working Group.
It was resolved that the Neighbourhood Plan Working Group is no longer required.
- c. Representation on external bodies to be decided at the next meeting;
Village Green Association representative
Playing Fields Association.
- d. Other responsibilities to be carried out as agreed by Richard Rowson;
Defibrillator checks
Website
War memorials and Jubilee Fountain
Grit bins.

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

It was resolved that the monthly Parish Council meetings ordinarily take place on the 1st Monday of the month at 7.00pm. Resolved to hold the meetings on the following dates: Monday 3rd July 2023, Monday 4th Sept 2023, Monday 2nd Oct 2023, Monday 6th Nov 2023, Monday 4th Dec 2023, Monday 8th Jan 2024, Monday 5th February 2024, Monday 4th March 2024, Monday 8th April 2024 and Monday 6th May 2024. Annual Parish Council meeting and Annual meeting of the Parish to be held on Monday 6th May 2024.

23106: **Public correspondence received:**

- a. Correspondence received regarding the Factco installation work. A letter has been sent by the Parish Council to the local MP. It was also noted that some of the footpaths (namely Dower Chase) have been left in a poor condition as a result of the recent work carried out by Factco. To monitor and report to Highways if necessary when the Factco works are complete.
- b. Email received from the proposed proprietors of the village shop with an update. Noted.
- c. Email received 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. Noted.

- d. Report that the pelican/puffin lights on the traffic island by the church that are not working. Clerk has reported this to Highways.

23107: Public session:

- a. Member of the public present raised an issue about an odour that has been reported to be coming from near the industrial business park on the A19, Escrick. The matter has been reported to the Environmental Health by a resident. It was resolved that the clerk will also report it to them.

23108: Updates from other authorities:

- a. County Councillor Cattanach not present.
 b. It was resolved that the clerk will contact the person at NYC responsible for the Parish Charter to ascertain if the comments raised by EPC on the Charter have been taken into consideration.

23109: Minutes:

It was resolved to accept the minutes of the Parish Council monthly meeting held on 3rd April 2023.

Finance and Governance

23110: Finance report:

- a. Account balances and reconciliation:

		Community account	BMM account
i.	Account balances as at 28th March 2023:	£4084.17	£22,145.17
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	
	Payments made since last meeting under clerks delegated powers:		
iii.	YLCA – Annual subscription	-£420.00	
	Unity Quarterly Service Charge	-£18.00	
	PWLB Streetlight loan	-£1467.74	
	Receipts:		
iv.	SY Academy Trust - School path payment	£218.00	
	Bank interest		£123.99
	NYC – Precept 1st instalment	£11,000.00	
v.	Account balances as at 10th May 2023:	£12,859.76	£22,269.16
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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Resolved to accept the payments as stated above.

Policies and Procedures

23111: **Standing Orders and Financial Regulations:**

- a. Councillors noted the Annual Internal Audit Report for 2022/23 included at page 3 of the Annual Governance and Accountability Return (AGAR).
- b. Resolved to approve Section 1 – Annual Governance Statement 2022/23 on page 4 of the AGAR.
- c. Resolved to approve Section 2 – Accounting Statements 2022/23 on page 5 of the AGAR.
- d. Resolved 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. Update on maintenance issues given by Chair. Cllr Chambers has cleaned the War Memorial and bus Shelter on Main Street. He has also de-weeded the flower beds.
- b. Resolved to approve £40 budget funds to repaint the fountain posts and update of the village sign flowerbeds through the summer.
- c. It was reported that there are a lot of weeds/nettles making it difficult to walk on the pathway to QM and the path next to the beck off Skipwith Road. Clerk to report to Escrick Park Estate.

Playing Field / Play Area

23113: **Playing field update:**

- a. Maintenance inspections have been done and no further issues in the play area to report apart from a considerable amount of litter which Cllr Fairbairn has been clearing. Mole / rabbit holes have been reported to the Playing Fields Association who are still trying to find somebody to clear them. To review when the work on the pathway is being done.
- b. The proposed coppicing in the Playing Fields woodland area has been put on hold.

Planning

23114: **Planning, new applications:**

- a. No new planning applications received.

23115: **Planning ongoing:**

- a. Resolved to contact the Hannah Blackburn in the area planning department regarding the corporate complaint raised in November 2022 with them. This was 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). Clerk to request a full update and explanation why a decision on planning reference 2022/0357/TCA has still not been made and what action is going to be taken to enforce the removal of the gas tank at Grove House (planning reference 2021/1375/HPA).

23116: **Planning determinations:**

- 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. Resolved to contact Trevor Watson (Planning Dept., North Yorkshire Council) to request an explanation why the Escrick NDP was not taken into full consideration when approving the application and query our

enquiry about how this application was registered initially when we believe the planning application charge was incorrect.

- b. 2021/1488/TPO. 3 Dower Chase Escrick. Application for consent to reduce 1 No Evergreen Oak tree by approximately 2 - 3m covered by TPO 4/1977 in the conservation area. REFUSED. Noted.

23117: Planning working group:

- a. Nothing to report.

23118: Selby Local Plan and Heronby proposal:

- a. No further update.

Other items

23119: Village shop:

- a. Cllr Hawes gave an update on the Village Shop project. Correspondence from the proposed proprietor was discussed. It was resolved to process the donation of £500 as previously agreed from the Parish Council to the Escrick & Deighton Club Committee for the electrics.

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

- a. No further update. Resolved to take off the agenda.

23121: Escrick Primary School:

- a. SYMAT have refunded the Parish Council £218 for the tree work carried out on the pathway adjacent to the school. Escrick Primary School have agreed to coordinate a small group of parent helpers to assist Parish Councillors tidy up the pathway later on in the year.

23122: Correspondence received:

- a. YLCA; White Rose updates and general correspondence noted.
- b. North Yorkshire Council Standards Arrangements - Code of Conduct. Noted.

23123: Comments from public present on agenda items:

- a. No further comments.

23124: Items for the next meeting:

- a. It was confirmed that the next monthly meeting of the Parish Council will be held on Monday 3rd July 2023 in The Wenlock Room at The Parsonage Hotel. There will be no meeting in June.

Meeting closed at 20:55hrs.

Signed: Cllr T Chambers

Chair, Escrick Parish Council

Date: 3rd July 2023