

Escrick Parish Council

Minutes of Escrick Parish Council meeting held by video conference at 7.30pm on MONDAY 4th May 2020.

Part 1

- 20069: **Welcome: Chair welcomed Councillors and members of public to the meeting.**
- 20070: **Standing Orders:**
- a. Resolved to accept the addendum to existing standing orders with one amendment to resolve resolutions rather than proposing and seconding as in Standing Orders.
- 20071: **Apologies/Attendance:**
- a. Present: Cllr Bartle, Cllr Chambers, Cllr Coulson, Cllr Cunningham, Cllr Moran, Cllr J Reader, Cllr Rees, Cllr Rowson and 2 members of the public including County Councillor Musgrave. Clerk; S Look.
 - b. Apologies: No apologies received.
- 20072: **Declarations of interests:** No declarations of interest received.
- 20073: **Public correspondence received:**
- a. Report of items raised with Chair directly. Contact advice given to residents on issues raised. Resolved no further action and chair to continue advising members of the public as required.
 - b. Dog fouling increase on road leading up to Queen Margaret's School. Signs have been put up. Resolved that request for an extra bin would not solve problem as bags are being left within close proximity to the existing bins. Advice given to report to Selby District Council.
 - c. Concerns raised by resident about loud motorcycles travelling through the village. Advised to contact police. Resolved no further action.
 - d. Clerk to send a letter of thanks to Escrick Estate thanking them for allowing continued access during this shutdown to the various local permissive footpaths in the locality. This is very much appreciated when local non-contact exercise is being encouraged and is being enjoyed by many local residents.
- 20074: **Public session:**
- a. Nothing to report from members of the public present.
- 20075: **Council business – Reviewed continuation of council business to be carried out during the COVID-19 outbreak:**
- a. Grass cutting/ village maintenance. Contractors to continue work on guided by government advice. Operatives arrive and work independently. Noted that extra grass cutting to be carried out around fountain by contractors due to residents unable to do it at present.
 - b. Neighbourhood Plan. To discuss further in item 20082.
 - c. Traffic Light Scheme. Site meeting with officers from NYCC on hold.
 - d. Monthly meeting and committee meetings to be held remotely until further notice.

- 20076: **District and County Councillor updates:**
- a. County Councillor Musgrave gave update on COVID 19 NYCC working arrangements and significant impact on their budget. COVID 19 has had a significant financial impact on both NYCC and SDC. Emergency powers in place and decisions are being made by senior officers including all planning decisions. Former Stillingfleet mine planning application expected to be determined w/c 11th May. Report to be published in advance.
Cllr Musgrave wants to urge residents to report fly tipping and dog fouling to Selby District Council.
Public Rights of Way link to be sent to Clerk to publish for residents.

Cllr Musgrave left the meeting.

- 20077: **Minutes:** It was resolved to accept the minutes of the Parish Council monthly meeting held on 2nd March 2020 as a true and correct record.

Planning

- 20078: **Planning, new applications:**
- a. No new applications received prior to publication of agenda.
- 20079: **Planning, applications noted (submitted 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. Noted.
 - 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. Noted.
- 20080: **Planning determinations: 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. Conditional decision.
 - d. 2020/0116/HPA: 33 Carrs Meadow, Escrick. Demolition of existing rear conservatory and erection of single storey rear extension. Permission granted.
- 20081: **Planning, ongoing:**
- a. CYC/2019/00078/OUTM: Caravan park at former North Selby Mine site. Extension of time granted. No further update.
 - b. NY/2018/0229/73: Variation to infill conditions at old brick works quarry. No update.
 - c. NY/2016/0251/FUL: Proposed waste transfer station at former Stillingfleet Mine. Decision expected May.
 - d. 2019/0698/OUT: Land adjacent to About Thyme, Hollicarrs Close. No update.
 - e. NY/2019/0136/ENV: Land adjacent to Escrick Business Park. Expected to be decided at June committee meeting.

- 20082: **Planning, Neighbourhood Plan:**
- a. Cllr Bartle to the chair of the NDP working group.
 - b. Confirmed Cllr Chambers has joined the Neighbourhood Plan working group and Cllr Rees to remain a member.
 - c. NDP working group have not met since last meeting due to COVID 19. Remote meeting to be arranged this month to look at the Call for Sites responses. In light of COVID 19 emergency government legislation no referendum is going to be held until at least May 2021. Cllr Bartle's paper and recommendation was received and approved as the way forward. A full report is to be presented to the next meeting providing an update and proposals for the way forward.
 - d. Site allocation inclusion to be decided at next Parish Council meeting.
 - e. Approach to site selection to be deferred until next Parish Council meeting.
 - f. Sift criteria to be deferred until the next Parish Council meeting.
 - g. To resolve delegation of final site review and selection to councillors on the NDP working group at next Parish Council meeting.
- 20083: **Planning working group.**
- a. Confirmed Cllr Chambers to join the planning working group.

Highways

- 20084: **Highways: A19/Skipwith Road traffic light scheme.**
- a. Meeting with Highways has been requested. On hold due to COVID 19.
- 20085: **Highways: Vehicle activated speed sign scheme.**
- a. Chair gave an update on the Skipwith Road vehicle activated speed sign. Chair to redirect sign at a later date.
 - b. Stats from the sign continue to be circulated to councillors for information.
- 20086: **Ongoing highways issues:**
- a. Update on ongoing highways issues reported to NYCC at December 2019 meeting;
 - i. Badly worn H bar marking at Main St/Carr Lane junction; awaiting action. No further progress. Clerk to escalate.
 - ii. Overgrown foliage on A19; Still no action. Clerk to escalate with NYCC again.
 - iii. Foliage in visibility splay at Carr Lane / Skipwith Road junction. Clerk to report to NYCC to escalate.
 - b. Surface water flooding
 - i. Carr Lane sewage flooding issues discussed at December 2019 meeting. No further update from MPs office.

Maintenance

- 20087: **Maintenance issues:**
- a. Cllr Reader and Moran confirmed continuation of responsibility for reporting maintenance issues.
 - b. Proactive maintenance requirements for 2020-2021 discussed and agreed.
 - i. Quote required for bus shelter woodwork to be repainted.
 - ii. Quote required for light timer replacement and electrics in bus shelter.

- iii. Coronation memorial. Resolved to ask contractor to sweep and clean area and trim bushes along the rear of the benches.
- iv. Jubilee memorial maintenance. Cleaning solution to be purchased to clean the dolphin fish fountain. To contact residents to confirm ownership of wall before planting flowers. Deferred until after lockdown. Electrical supply to the fountain will cost approx. £600. To defer until after lockdown.
- v. Agreed that Carr Lane hedge needs to be cut on the contractors next visit.
- c. Considered contractor clearing footpaths and moss build up on inner footpaths on Wenlock Drive. Resolved to ask residents to cut back overhanging foliage that is causing shading encouraging moss growth rather than paying for a contractor to clear the paths.
- d. Resolved to get contractor to clear the path leading up to the playground, the A19 footpath, the footpath on the triangle in The Glade and the area near the Coronation benches.
- e. Resolved to request part funding of £2000 from Cllr Musgrave to support the purchase of replacement village green low-level fencing along Carrs Meadow. The Village Green Committee will also make a contribution, although appreciate that their fundraising this year is severely curtailed by the cancellation of the Village Green Picnic and other events (such as 10k).

Finance and Governance

20088: Finance report (RFO):

a. Account balances and reconciliation:

		Community account	BMM account
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 st and 29 th 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 April 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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It was resolved that all payments and transactions are noted and approved.

- d. The following liabilities have been incurred but invoices not yet received:
i. Annual street lighting electricity 2018/19 (NYCC). Noted.

20089: **Policy and governance:**

- a. Standing Orders addendum agreed at item 20070.

20090: **Admin & Finance committee:**

- a. Admin & finance committee meeting to be held on 11th May 2020 to consider insurance policy, banking arrangements and clerks six month salary review. Noted.

Other items

20091: **Community Emergency Plan:**

- a. Decision on development of Community Emergency Plan to be deferred until October. It was noted that over 75 volunteers in the village have offered to help with the current COVID 19 emergency.

20092: **Correspondence received:**

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

20093: **Items for the next meeting**

- a. No new items raised.

20094: **Annual meetings:**

- a. Resolved to postpone the Annual Parish Council meeting to May 2021. Resolved to carry forward everything we have in place.
b. Resolved to postpone the Annual Parish Meeting until May 2021.

20095: **Councillor vacancy:**

- a. Stuart Hawes registered an interest in becoming a councillor and gave summary about himself.
b. Councillors resolved to co-opt Mr Hawes onto the council. Declaration of Acceptance of Office signed and to be sent to Clerk.
c. Register of Interest and co-option form to be returned to Clerk.

Part 2

20096: **Confidential business:** Resolved to exclude Public and Press on the grounds that matters for discussion affect individual staff members/ procedures/ legal/ finance issues under the Public Bodies (Admission to Meetings) Act 1960, Section 1.

20097: **War memorial bus shelter:**

- a. Letter received from resident. Councillors agreed with the principle but proposed a slightly revised form of wording for the letter. Chair to draft response letter.

Meeting closed at 20:51.

Signed: Richard Rowson

Chair, Escrick Parish Council

Date: 1st June 2020