

ESCRICK PARISH COUNCIL

ANNUAL MEETING OF THE COUNCIL

MINUTES OF ESCRICK ANNUAL MEETING OF THE COUNCIL HELD AT 7.45PM IN ESCRICK
VILLAGE CLUB ON MONDAY 8th MAY 2017

Chairman: Cllr R Rowson

Clerk/RFO: Mrs H Guest, 40 Linden Way, Thorpe Willoughby, YO8 9ND

clerk@escrick.org

Part 1

17098: Statutory annual meeting business:

- a) **Election of Chairman** of the parish council.
 - a) Cllr Rowson was elected as chairman for the year.
 - b) Chairman signed acceptance of office; Clerk witnessed signature.
 - c) Clerk countersigned Chairman's acceptance of office.
- b) **Election of Vice-Chairman** of the parish council - it was resolved to postpone this item to a later meeting since there were no volunteers.

17099: Welcome: Chair welcomed councillors, clerk and visitors to the meeting.

17100: Council received comments on agenda items or other questions/comments from electors present - None.

Received by Clerk since last meeting:

1. Clearing of footpath north of Church wall, past the Sang Thai had not been completed by the April meeting - Clerk to contact CYC to resolve.
2. Reduction of low hanging branches from a large tree on the east side of the A19, just above the Skipwith Road junction had not been completed by the April meeting and presents a line of sight hazard - this has been done.

17101: Apologies/Attendance:

- a. **Present:** Cllrs Rowson, Forster, Morley-Jones, M Casling, Luscombe, Councill, Rees, Moran, County Cllr Musgrave, District Cllr L Casling and the Clerk.
- b. **Apologies:** Council received apologies from Cllrs Cunningham and Coulson. It was resolved to accept reasons given.
- c. All present were requested to sign the Attendance book.

17102: Interests: Chair reminded members to make any declarations of interest in any agenda items - None.

17103: Minutes:

- a. It was resolved to accept Minutes of last ordinary meeting held on 3rd April 2017.
- b. Chairman signed minutes as a true record.

17104: Reports received from:

- a) County Councillor: Cllr Richard Musgrave introduced himself as the newly elected County Councillor. He informed the Council that he is aware of the issues in Escrick, particularly the dangers posed to pedestrians crossing the A19.
- b) District Councillor - Cllr L Casling reported that there has not been any movement on the York Local Plan. The only ongoing issue is the lack of a 5 year land supply for planning for Escrick. has been invited to the meeting to give an update on issues which may affect the Parish and wider community.
- c) Police - None.
- d) Village Green Association - Cllr Luscombe reported on planned events and pond maintenance. Last year a celebration was held for the Queen's birthday and this year, a dinner is planned for the 22nd July, which will include fireworks (Clerk to notify insurers) and the 10k run is being held in August.
- e) Playing Fields Association - Cllr Rowson reported to the Council the following: PFA are allowing the VGA to organise the 10k run this year and will take the resulting profits; There are no plans for further additions to the playground in the forthcoming year; Maintenance and safety checks are ongoing; Simon Hunt is now the Chair of the PFA; The PFA are taking over the organisation of the annual duck race from the School.
- e) Other representatives - None.

17105: Council Policies: Policies/procedures which may need revision were considered. It was resolved that existing documents remain appropriate with the Standing Orders being the only document outstanding. Clerk to bring this to the Finance and Admin meeting next month.

17106: Committees: The Council resolved the following Committees, Working Groups, Volunteers and members deemed necessary for the smooth running of the Council:

Current Committees/Working Groups and members include:

1. Finance and Admin Committee: Cllrs Cunningham, Moran, Luscombe and Rowson.
2. Planning Working Group: Cllrs Coulson, Luscombe, Forster and Rees.
3. Village Green Association: Cllr Luscombe.
4. Playing Fields Association: Cllr Rowson.
5. Neighbourhood Planning Working Group: Planning Working Group to lead on this.
6. Bus Shelter War Memorial representative: Cllr Morley-Jones.
7. Defibrillator Checks: Cllr Rowson.
8. A19 issues: Cllr Rowson.
9. Street Lights: Cllr Rowson.
10. Street Cleaning: Cllrs Councell and Morley-Jones.
11. Tree Maintenance: Cllr Coulson.
12. Dolphin Fish Fountain: Cllr Luscombe.
13. Website: Cllr Rowson.
14. Beacons of Light: to be resolved, subject to item 17114.c.
15. Additionally, the grass cutting contract is due to be renewed at the end of the summer. It was resolved that this information will be forwarded to the Parish Magazine and that a Cllr will be identified at the next meeting to run the procurement process.

17107: Representatives: It was resolved not to appoint any representatives to outside bodies.

17108: Planning: To

1. Applications:

- a. 2017/0227/HPA: Proposed erection of two storey side extension and installation of dropped kerb at 31 Skipwith Road, Escrick. Resolved no objections subject to any objections of local residents.

2. Decisions:

- a. None.

3. Consultations:

- a. City of York Council A19 Cockey Hill consultation regarding proposed alterations to the A19/Wheldrake Lane junction. The intention is to increase the lanes both ways from one lane into two. Concerns were expressed that the next pinch point southbound will be at Escrick, with problems foreseen for vehicles exiting both the York Road Garage and the junction with Skipwith Road. Clerk to draft a response.

4. Other:

a. Noted for information only that the refusal to grant Application No 2016/1506/HPA at Glebe House has been appealed under ref No APP/N2739/D/17/3170389. This original application was subsequently resubmitted.

b. Noted further information provided by NYCC in response to the Parish Councils' letter of objection to the development at the Stillingfleet Mine site. It was resolved that Cllr M Casling would draft a response for the Clerk to forward to NYCC.

c. Neighbourhood Development Plan - It was noted that Councillors have met with Councillors from Appleton Roebuck Parish Council, who have been progressing an NDP for some time. Cllr Rees updated the Council on findings. It was resolved to progress an NDP for Escrick Village and, if so, to establish an NDP Working Group - this Group to include both Councillors and residents to ensure the widest possible range of viewpoints. Noted also that the Clerk has advised Deighton Parish Council that Escrick are looking into the options of setting an NDP in motion. Discussions held have encouraged that view that an NDP would be good for Escrick. The Chairman thanked Cllr Rees for attending meetings to progress this issue. It was resolved that the Planning Working Group would take on this project and Cllr Rees is to look into funding sources and report back to the Council.

17109: RFO reported on closing balances, preparation of accounts for audit and recent payments.

a) Account balances

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| 1. Current account balance as at 3rd May 2017 | £336.41 |
| 2. Savings account balance as at 3rd May 2017 | £21,105.17 |

b) Payments made since last meeting under Clerk's delegated powers

c) Payments to be made

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| 1. CH Guest (salary) | £365.20 |
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Items received since agenda preparation and to be paid under Clerks' delegated powers:

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| 2. NPower Ltd | £64.23 |
| 3. Npower Ltd | £39.85 |
| 4. FMA Farman (internal audit) | £60.00 |

d) Receipts

- | | |
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| 1) Receipt of 1 st instalment of Precept | £9,500.00 |
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e) Audit

1. It was noted that the internal audit was completed on Monday 8th May.
2. It was resolved to approve the Annual Governance Statement and Chairman/RFO signed the document.

3. It was resolved to approve the Accounting Statements and Chairman/RFO signed the document.
4. It was noted that once accounts are approved, Clerk will forward documentation to External Auditors.

f) **S106/CIL Monies** - Information from SDC has been received that an amount of £604.80 is being held from S106 monies to be spent on Recreational Open Space (ROS) projects within the village. There are no Community Infrastructure Levy (CIL) payments due at this time. It was resolved that Cllrs consider projects and this item to be added to a later agenda. It was resolved to accept report and payments made.

17110: Street Lighting:

1. The proposed locations at the last meeting of two additional lights have received some feedback from the public - the one outside Little Mead on Main Street has been suggested as being unnecessary. It was resolved to await the removal of a nearby horse chestnut to ascertain whether this has an impact, then to revisit the discussion at the July meeting.

2. Street light outside No 33 Skipwith Road - residents at No 31 (see planning application above) have requested that this light be moved as the overhead lines would impede construction of a planned extension. Northern Power Group have advised that they own the lines and that there would be a charge to relocate the power supply. Initial enquiries with NYCC have established that the cost of relocating the lamp post would be circa £1250. Further information is being sought from Northern Power Grid regarding options and results to be brought to the Council.

3. Cllr Rowson reported that he is still waiting for the Business Park to respond regarding the funding of a proposed light on the A19 near to Business Park bus stop.

17111: Tree felling at the Church - It was noted that tree felling has been taking place at St Helen's Church due to damaged/diseased trees. Initial work has been carried out, but the remainder of the work is to be postponed until autumn.

17112: Parish Council meeting venue - correspondence between the Clerk and Escrick Club has established that the rates payable for hire of the Main Function Room for Parish Council meetings is to rise from £10.75 to £35.00. Alternatively, the Committee Room would be available for £10 per hour, with the understanding that the Main Function Room can be used by the PC if not otherwise in use. It was noted that the annual meetings in May should be in the Main Function Room, due to the potential larger attendance of members of the public. It was resolved to book the Committee Room for all Council meetings, except for the Annual meetings in May each year.

17113: Highways issues: Cllrs Rowson, Luscombe and Coulson met with Highways representatives to look at the feasibility of a pedestrian crossing on the A19. It was established that further investigations would be needed to look into whether this would be possible and the potential costs involved - noted. It was agreed that the cost would not allow the project to stop from the Parish Council viewpoint.

17114: Other correspondence received:

- a. Age UK are offering courses for older adults to learn more about computers. Group sessions can be held locally, or help can be provided for individuals in their own homes. To resolve any action.
- b. Good Councillors Guide 2017 - updated version circulated to Councillors.
- c. Beacons of Light: Event overview/information received and forwarded to Councillors for consideration - subject to resolution, volunteers to be appointed to organise as at item 17106.14 above. Cllrs Rowson and Luscombe to look into possibilities.
- d. News items received by email forwarded to Councillors.

- e. Various advertisement received.

17115: Letters/Emails Sent or Action Taken Since Last Meeting – nothing additional.

17116: Minor Items:

1. It was resolved that no further Councillor training sessions were necessary.
2. Cllr Morley-Jones is to make use of the spray which highlights dog fouling within the village.

17117: Items for the next agenda - None.

17118: Dates of meetings for 2016/17 (all meetings are to be held on Monday evenings at 7.30pm at Escrick Club) were noted:

2016 – 12th June (Finance & Admin Committee), 3rd July, 4th September, 2nd October, 6th November, 4th December.

2017 – 8th January, 5th February, 5th March, 9th April, 8th May (APM & ACM).

Closure of Part 1 meeting: 9pm.

Part 2

17119: Confidential business: It was resolved to exclude Public and Press on the grounds that matters for discussion affect individual staff members/ procedures/ legal/ finance issues.

17120: Update on legal items.

Bus shelter update - Cllr Morley-Jones reported as follows: discussions included bus shelter becoming part of the heritage trail being done by the church - the residents had no problems with that. Cllr Morley-Jones to draft a letter to be sent by the Clerk confirm what was said/agreed. The O'Donoghoes have agreed to fund legal documentation for peppercorn rent, but Cllr Morley-Jones has agreed that if this goes on beyond 18 months, the Council will pay its' own legal fees. She was unsure as to whether this gets Heritage Lottery funding from the Church, but that the Council can seek alternative funding sources.

Closure of Part 2 meeting: 9.15pm.

Signed Cllr R Rowson

Chairman, Escrick Parish Council

Date : 3rd July 2017