

ESCRICK PARISH COUNCIL

ANNUAL MEETING OF THE COUNCIL

MINUTES OF ESCRICK ANNUAL MEETING OF THE COUNCIL HELD AT 7.53PM IN ESCRICK VILLAGE CLUB ON MONDAY 14TH MAY 2018 (Start time delayed due to APM overrunning)

Chairman: Cllr R Rowson

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

clerk@escrick.org

Part 1

18026: Statutory annual meeting business:

- a) **Election of chairman** of the parish council.
 - a) Councillors elected Cllr Rowson 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 - deferred to next meeting.

18027: **Welcome:** Chair welcomed councillors, clerk and visitors to the meeting.

18028: **Council** received comments as follows:

Received by Clerk since last meeting: None.

1. Whilst he believed the Minutes were accurate in terms of what was said, a resident raised the issue that he did not agree with some of the assertions made.

19029: Apologies/Attendance:

- a. **Present:** Cllrs Rowson, Cunningham, Luscombe, M Casling, the Clerk and two members of the public.
- b. **Apologies** were received from Cllrs Coulson, Moran, Rees and Forster. It was resolved to accept reasons.
- c. All present were requested to sign the Attendance book.

18030: **Interests:** Chair reminded members to make any declarations of interest in any agenda items - None.

18031: Minutes:

- a. It was resolved to accept Minutes of last ordinary meeting held on 9th April 2018.
- b. Chairman signed minutes as a true record.

18032: To receive reports, for information only, from:

- a) County Councillor - None.
- b) District Councillor - Cllr L Casling advised that she has been pushing SDC to revise their comments regarding the Stillingfleet Mine Site application.
- c) Police
 1. Rural Crime Survey - deadline for responses 10th June 2018.
- d) Village Green Association - Added to agenda for Annual Parish Meeting.
- e) Playing Fields Association - Added to agenda for Annual Parish Meeting.

f) Other representatives:

18033: Council Policies: It was resolved that existing policies/procedures remain appropriate, however, an amended template for Standing Orders has been received - amendments to be added to existing Council document in due course for presentation to the Council.

18034: Committees: Committees, Working Groups and Volunteers deemed necessary for the smooth running of the council were resolved as follows:

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: Members of Planning Working Group.
6. Bus Shelter War Memorial representative: Deferred to next meeting.
7. Defibrillator Checks: Cllr Rowson.
8. A19 issues: Cllr Rowson.
9. Street Lights: Cllr Rowson.
10. Street Cleaning: Cllr Moran.
11. Tree Maintenance: Cllr M Casling.
12. Dolphin Fish Fountain: Cllr Luscombe.
13. Website: Cllr Rowson.
14. Beacons of Light: Cllrs Rowson and Luscombe.

18035: Representatives: Appointment of any representatives to outside bodies - Deferred.

18036: Planning: The following were noted:

1. **Applications:** None.

2. **Decisions:**

a. 2017/0839/ADV: Non illuminated heritage plaque at St Helens Church, York Road, Escrick. Approved.

3. **Consultations:** None.

4. **Other: Licensing application** - A19 Layby near business park - continuation of Street Trading Consent. APPROVED.

a. Stillingfleet Mine Application - Planning Committee deferred from 17th May to 15th July. SDC have sent a response to NYCC highlighting possible conflicts with the District Plan. It was raised that the current waste license was too far-reaching, although it was noted that the current application was for planning, not for a waste license which would no doubt be forthcoming in due course. It was resolved that Councillors share relevant documents for information.

18037: RFO to reported closing balances, preparation of accounts for audit and recent payments.

a) **Account balances**

1. Current account balance as at 9th May 2018 £1,874.12
2. Savings account balance as at 9th May 2018 £19,427.62

To note transfer of £3000 into current account.

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

1. NPower £0.81

2.	NPower	£106.24
3.	NPower	£96.54
4.	NPower	£639.61
5.	PWLB (Public Works Loans Board) D/D	£1,467.74

c) **Payments to be made**

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| 1. S Smowton (laptop annual maintenance) | £60.00 |
| 2. Noted payment of Clerk's salary. | |

d) **Receipts**

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| 1) Receipt of 1 st instalment of Precept | £9,500.00 |
| 2) Receipt from SDC for grass cutting | £302.40 |

e) **Audit**

1. It was resolved to appoint Chris Phillipson as Internal Auditor.

f) **£106 Monies** - Noted that CIL monies have been requested, as per previous Minutes.

g) **PWLB programming error** - information regarding an error for direct debit loan repayments was noted.

18038: Resignation of Councillor - The resignation of Cllr Morley-Jones was noted. Clerk has requested notice of vacancy from SDC, which will be published on the website.

18039: Councillor Vacancy: No interested parties at this time.

18040: Neighbourhood Development Plan: Cllr Rowson reported that the grant monies have been awarded and an acceptance notice has been sent to SDC - payment is awaited. A public meeting is to be held on Sunday 10th June at the Village Hall and will be advertised in the Parish Magazine and on the Parish Council website.

18041: GDPR (General Data Protection Regulations): Noted that YLCA have stated that they will offer a Data Protection Officer service. It was discussed that there may not be a requirement for Parish Councils to employ a DPO, but this has yet to be confirmed. Cllr Rowson previously circulated a privacy notice - it was resolved to accept this.

18042: Street Lighting: Cllr Rowson reported that information is awaited regarding moving to the NYCC maintenance contract and two new lights have been ordered, but not yet installed.

18043: Highways issues:

1. A précis of current issues has been circulated to Councillors. Cllr Rowson informed the Council that County Cllr Musgrave has sought advice from NYCC and that it may be feasible to install traffic light controls at the Skipwith Road/A19 junction, although there is currently no funding available - possible funding sources to be looked into; There are issues with speeding along Skipwith Road and camera vans have been deployed to the area.
2. A19 Business Park entrance safety - further concerns have been raised, particularly where vehicles turn right into the Park. It was resolved that Cllr Rowson write to Cllr Musgrave regarding this issue and possible speed reduction measures.
3. Cawood bridge closures - added to website.

18044: NYCC Parish Council Archives Consultation - It was resolved to pass this onto the Heritage Group to respond.

18045: Other correspondence received:

- a. NYCC Mental Health Anti-Stigma Project - grants available to individuals to help reduce the stigma and isolation that is often experienced by people who are mentally unwell.

- b. **Parish Councils** Chairs and Clerks meeting invitation at 6pm on 2nd July 2018.
Deferred to next meeting.
- c. News items received by email forwarded to Councillors.
- d. Various advertisement received.

18046: Letters/Emails Sent or Action Taken Since Last Meeting – nothing additional.

18047: Minor Items

18048: Comments from public present on agenda items (this item was absent from the Agenda and added at Chairman's discretion):

A resident commented on the potential dangers posed to cyclists, particularly where cyclists need to move into the traffic lane to avoid potholes.

18048: Items for the next agenda

18049: Noted dates of meetings for 2018/19 (all meetings are to be held on Monday evenings at 7.30pm at Escrick Club:

2018 - 4th June meeting cancelled, 2nd July, 13th August, 3rd September, 1st October, 5th November and 3rd December.

2019 - 7th January, 4th February, 4th March.

Closure of Part 1 meeting.

Part 2

18050: Confidential business: To consider and resolve whether to exclude Public and Press on the grounds that matters for discussion affect individual staff members/ procedures/ legal/ finance issues.

18051: Update on Escrick Heritage - Discussion deferred until the Heritage Project moves further along. It was resolved that Cllr Rowson contact the resident regarding progressing the matter.

9.05pm: Closure of meeting.

Signed **R Rowson**

Chairman, Escrick Parish Council

Date : 10th June 2018