

Minutes of the Meeting of Skelton Parish Council held on Thursday 27<sup>th</sup> April 2017  
at Skelton Village Hall which commenced at 7.30 p.m.

	<b>Actions</b>
<p><b>16.127 Present:</b> Councillors: Watt (Chair), Lumley, C Linfoot, J Linfoot, Stead, Hayton Ward Councillors 0 Public: 2</p>	
<p><b>16.128 Apologies for absence</b> Councillors: Boulton, L Mansell, A Mansell It was <b>resolved</b> to accept the apologies. Ward Councillors: Gillies, Steward</p>	
<p><b>16.129 Declarations of interest</b> None</p>	
<p><b>16.130 Previous Minutes</b> It was <b>resolved</b> to approve and sign the minutes of the meeting of the Council held on 23<sup>rd</sup> March 2017 as a true record.</p>	
<p><b>16.131 Open Forum</b></p> <ol style="list-style-type: none"> <li>1. Police Report The Chairman summarised the latest crime figures for the village and reminded the meeting of the advice from the Police given at the last meeting to keep doors and windows secure and to lock garages and outbuildings when not in use.</li> <li>2. Village Matters The work of the newly appointed village maintenance contractor was discussed. In some areas the finish has been very uneven but it was noted that at first cut of the year the grass is long and it takes two or three cuts to bring it back to condition. It was noted that the grass triangle by the surgery had not been cut and the Rose Garden needs weeding. The Clerk agreed to remind the contractor. The Chairman noted that we have not yet had any feedback from the City about the planning infringements reported to them which were discussed at the last meeting.</li> <li>3. Ward and City Council matters The Chairman reminded the meeting about our application for a Public Space Protection Order to ban dogs from the playing field and expressed his disappointment with the lack of support we have had for it from the City. It was suggested that we enlist the backing of our Ward Councillors for the application.</li> <li>4. The Litter Picker's Report After the recent burglaries there had been smashed bottles in the play area; there is also an increase in the amount of rubbish on the area at the back of the adjoining houses.</li> <li>5. Matters raised by the public and Councillors: The meeting discussed a suggestion to install a defibrillator somewhere in the village. It was felt that the problems of keeping a unit functional and of establishing and sustaining a body of people trained to use it make the case for one questionable. It was agreed to discuss it further at the next meeting.</li> </ol>	Clerk
<p><b>16.132 Matters arising from the minutes</b></p> <ol style="list-style-type: none"> <li>1. Cemetery:</li> </ol>	

<p>The Clerk reported that we have still not been able to get any quotes for repairing the roadside wall. However a further company has been approached.</p>	Clerk
<p>2. Del Monte development (standing item) There was nothing new to report.</p>	
<p>3. Neighbourhood Plan (NP) (standing item) There will be no further activity until the City progresses the Local Plan. Councillor Stead volunteered to join the working group when it is reinstated.</p>	
<p>4. Local Plan (standing item) There was nothing new to report.</p>	
<p>5. Newsletter Councillor Boulton had informed the Clerk that the newsletter has been printed and is ready for distribution. Councillors agreed to help deliver it and asked Councillor Boulton to coordinate The Chairman asked to see a copy before it was distributed.</p>	(Clerk) / Boulton
<p><b>16.133</b> Receive and decide on necessary action resulting from verbal reports from the Clerk or Councillors on matters in hand The Clerk reported on a few matters:</p>	
<ul style="list-style-type: none"> <li>• One of the rim plates to the tunnel in the playground has been damaged and needs repairing or replacing, it was agreed to get quotes.</li> </ul>	Clerk
<ul style="list-style-type: none"> <li>• A new “dogs on lead” sign for the playground was delivered today; the Clerk will fit it at the next inspection.</li> </ul>	Clerk
<ul style="list-style-type: none"> <li>• A picket has been torn off the fence to left of the entrance to the playing field. The damage had left a sharp stub on the bottom rail but the Litter Picker has made it safe. It was agreed that no immediate action was required. The Chairman agreed to investigate and report back at the next meeting.</li> </ul>	Watt
<p><b>16.134</b> Planning</p>	
<p>1. New Applications</p>	Clerk
<p>a. 17/00725/FUL - 3 Rawcliffe Landing - Single storey rear extension - it was <b>resolved</b> to support</p>	
<p>b. 17/00930/FUL - 34 Burtree Avenue, Single storey side extension – it was <b>resolved</b> to raise no objection</p>	
<p>2. Updates to applications:</p>	
<p>a. 17/00262/FUL – Glen Cottage, Stripe Lane – First floor side extension including dormers to front and rear – Refused</p>	
<p>The Chairman reported on an exchange with the City Council regarding the application. He had asked for an explanation of why this application had been refused even though Council had supported it while another application from a neighbouring property had been approved when the Council opposed it.</p>	
<p>The Head of Development Management, Mr Carr, had responded explaining the particular points of planning law that were relevant to the application from Glen Cottage and which meant that the Department had to refuse it. Mr Carr went on to assure us that his department always takes comments from the Council into account when reviewing applications.</p>	
<p><b>16.135</b> Financial Matters</p>	
<p>1. It was <b>resolved</b> to receive and approve the reports on the Council’s</p>	

financial position as at 29<sup>th</sup> March 2017.

2. It was **resolved** to confirm the increase in Clerk's salary as per the national salary award and Litter Picker's salary as per the national increase in the minimum wage.
3. Council noted the following receipts:
 

a. Interment of ashes	£90.00
b. Inscription	£50.00
c. Burial plot	£300.00
d. First part of precept and payments / charges:	£8,500.00
None	
4. It was **resolved** to approve for payment the following: -
 

a. Litter Picker's salary for March	£80.00
b. Clerk's salary and expenses for March inc. VAT £0.00	£471.40
c. Tax for March	£49.40
d. CYC, Cemetery waste collection inc. VAT £0.00 (3/4/17, 9001593779)	£33.54
5. Additional items circulated at the meeting
 

a. DLM Signs, Sign for the playground inc. VAT £13.52 (27/4/17, 5428) – (approved at the February meeting – 16.109)	£81.12
b. CYC, Cemetery rates for the half-year inc. VAT £0.00	£71.55.00

It was also **resolved** to sign a Direct Debit Mandate for the future payment of the cemetery rates

#### 16.136 New Items and correspondence for consideration or decision

1. It was **resolved** to approve the report of the Internal Control and Audit Review Advisory Panel (ICARAP). The Panel had met on 26th April and carried out the year-end checks laid out in the Audit Plan. The Panel had found no matters of concern and had agreed that:
  - the Clerk should contact local cemetery authorities to find out what safety inspections they carry out Clerk
  - we would ask the Internal Auditor for advice about reserving monies for specific purposes and how to account for them on the Annual Return. Clerk
2. It was **resolved** to approve the Governance Statement for the Annual Return; the statement was signed by the Chairman and Clerk. It was also **resolved** to appoint Pam Harrison to carry out the Internal Audit.
3. It was resolved to approve the Accounting Statement for the Annual Return; the statement was signed by the Chairman and Clerk. The level of our reserves was discussed and it was agreed that the following projects would be priorities for the coming year (there is no significance to the order):
  - Pasture path – repair the surface as necessary and put in edging
  - Repairing the cemetery wall
  - Improving the surface in the playing field
  - Refurbish or replace the signs at the entrance to the village
  - Fill-in the hollows in the Pasture / Orchard Field

The Clerk was authorised to use the above to complete the “explanation of variances” addendum to the Return.

4. Proposed new woodland (“Whitby Wood”)
 

The Woodland Trust are planning to plant area behind Fairfield Manor to create a wood, to be called “Whitby Wood”. They are well on with the project and are asking Council to support it. Council agreed that, in

principle, it was an idea we wish to support but we have reservations about the financial help being asked for. It was agreed to invite them to a later meeting to discuss the project and the support they want. (Their plan showing the location will be put onto the Council website.)

**16.137** Minor Matters delegated to the Clerk and items for the next agenda.  
For the next agenda - installing a defibrillator.

Clerk

**16.138** It was confirmed that the next meeting of the Council will be on Thursday 25<sup>th</sup> May 2017 starting at 19:30; this will be the Council's Annual Meeting.

**The Chairman reminded Councillors that it is important we have full attendance at the Annual Meeting.**

All