

Minutes of the Meeting of Skelton Parish Council held on Thursday 27th June 2019 at
Skelton Village Hall at 19.30

Present:

Councillors: Cllr C Linfoot (Chairman), Cllrs Gossow, Kitson, Lawn, J Linfoot, Stead, Watson, Watt.

Ward Councillor: Cllr Hook

Public: 11

Clerk: K de Vries

- 19079 Chairman's welcome
- 19080 Apologies for absence
None
- 19081 To receive a resignation letter from the Chairman
The resignation letter from Councillor C Linfoot was received and accepted with regret.
- 19082 To receive nominations and to elect a new Chairman
Councillor Stead proposed and Councillor Lawn seconded Councillor Watt to be Chairman. Councillor Watt was unanimously elected to be Chairman. Councillor Watt thanked the previous chairman, Councillor Linfoot, for his leadership.
- 19083 The declaration of acceptance of office for Councillor Lawn was signed and witnessed.
- 19084 Previous minutes
It was RESOLVED to approve and sign the minutes of the meeting of the Council held on 20th May 2019 as a true record.
- 19085 Open Forum
- 1 Village Matters and parishioners' questions.
A resident requested that the police would be contacted to monitor speed levels on Moorlands Road, Corban Road and Wiggington Road. They also raised that a sign post at the junction was causing the view of the road to be obstructed. The Chairman replied that this was an ongoing problem for a few years that especially affects those in higher cars. The resident also raised the state of the neglect of 2 Grange Close. Vegetation was now growing over the house. Ward councillor Hook was asked to make representations to the City of York. Another resident raised the impact of the consecutive construction works on the volume of cars parked on the road. Moreover, a resident requested an update on the promised noticeboard near the shop. Councillor C Linfoot replied that this was currently awaiting some scaled drawings. A parishioner gave an update on his quest to reinstate rights of way. Twelve months had now passed since the submission of his first application. They advised the Parish Council that it would be consulted on any path registration. The parishioner was thanked for their efforts.
 - 2 Police Report
One incident had been reported.
 - 3 Report from Ward Councillors
Councillor Hook invited residents to get in touch with any queries.
 - 4 The Litter Picker's Report

	<p>The Litter picker observed that the pond and the playground are the worst affected litter areas. Moreover, the geese are causing a considerable mess around the pond. Councillor Stead replied that any nuisance cannot be dealt with until August. The spot welding of the goal in the playground has started to fail again. Councillors considered whether a mobile welding company could be engaged to deal with the problem. Councillor C Linfoot offered to pursue this. The litter picker also raised the overgrown hedge between The Village and the Pasture. A discussion ensued about time of year that hedge cutting can be carried out and the value of the tall vegetation to the side of the hedge for insects. Councillor Stead offered to cut back the pedestrian access to the Pasture through the Orchard View hedge.</p>	<p>Cllr Linfoot Cllr Stead</p>
19086	<p>To consider applications of candidates for the office of Parish Councillor. Adrian Mansell was co-opted unanimously and joined the meeting.</p>	
19087	<p>To appoint the Council's representative on the Kyle and Upper Ouse Internal Drainage Board. Councillor Mansell was appointed.</p>	
19088	<p>To receive information and decide necessary action on village and playground matters to include:</p> <ol style="list-style-type: none"> 1 To receive an update on roadworks on A19 Shipton Road and additional traffic on Moorlands Road. The extra traffic on Moorlands Road was discussed as well as the resurfacing works scheduled to the north of the village. The chairman suggested to delay any action until after the works are completed. 2 To note correspondence regarding maintenance of the pasture. Councillor C Linfoot observed that because the grass was really long, Sleightholm Landscapes had been contacted and they had now carried out grass cutting on the pasture. They had also committed to return shortly before the summer fair. 3 To note permission for the summer fair to take place on the pasture on 6 July 2019. The summer fair will be held on the pasture subject to good weather. In case of really wet weather, the fair would be relocated to the school grounds. 	
19089	<p>To receive and consider a report from the Cemetery Advisory Panel and decide on any necessary action to include:</p> <ol style="list-style-type: none"> 1 To consider the quotation for the levelling of the grounds in the cemetery. The proposed works by Sleightholm Landscapes were accepted and it was RESOLVED to accept the quotation up to a maximum of £300. 	
19090	<p>Planning</p> <ol style="list-style-type: none"> 1 New Applications <ol style="list-style-type: none"> a.19/00538/FUL. Bankside. Revised plans. The objection to materials used for roof and render was confirmed. The application had been approved in the meantime. b. 19/01205/TCA. Latrigg St Giles Road. Fell 1no. Cotoneaster and 1no. Cherry; prune 3no. Cherry trees in a Conservation Area. No objections. c. 19/01001/FUL 6 Burtree Avenue. Two storey side/front extension, porch to side and rear, erection of single storey detached garage after demolition of existing garage and car port. No objections. d. 19/01145/FUL 4 Orchard View. Two storey rear extension and porch extension to front. It was resolved to express concerns regarding the access for the construction workers and parking of skips on the road. 2 Planning applications decided by City of York Council <ol style="list-style-type: none"> a.19/00384/FUL 1 Chestnut Row. Single storey rear extension. Approved. 	

- 3 Other matters related to planning
- a. City of York Local Plan Proposed Modifications (June 2019). The revisions were considered not to have an effect on Skelton. It was RESOLVED not to send in representations.
 - b. Former Del Monte Site, Skelton Park Trading Estate
 1. Conditions applications for 14/01478/OUTM:
 - a. AOD/18/00257 Conditions 6, 7, 8, 10, 13, 14, 15 and 22 of 14/01478/OUTM. Partial Approval (discharge of condition 6, 7, 13, 14). Partial refusal of details submitted in respect to Conditions (8, 10, 15, 22). (Decision Notice 11 June 2019). Cllr Mansell raised the drainage outfall from the development site across the golf course. It was agreed that Cllr Mansell will contact the Kyle and Ouse IDB to check whether approval had been granted and to forward correspondence to Councillor Hook.
 - b. AOD/19/00047 Conditions 5 and 9 of 14/01478/OUTM. Still to be determined.
 2. To note correspondence regarding adoption of communal open spaces. A response had been received from Barratt Homes stating that they would not hand over the management of the communal open spaces to the parish council but would use a management company instead. The clerk was asked to respond to express disappointment with Barratt Homes' decision.
 3. S278 Del Monte Highway works. Bus shelter south of Fairfields Drive. The bus shelter had now been dismantled.
 - c. To consider the draft application to register the Blacksmiths' Arms as an asset of community value. It was RESOLVED to approve the draft application for submission to the City of York.
 - d. 18/01458/FUL 1 Church View The Green Two storey and single storey rear extension and canopy extension to front. Appeal against refusal of permission by LPA. APP/C2741/D/19/3224523.

Clerk

Cllr Watt

19091

Financial Matters and Governance

- 1 The bank reconciliation and report on the Council's budget year to date figures at 30 May were approved.
- 2 Council noted the following receipts:

a. Headstone inscription	£ 60
b. Interest 4 Mar -2 June	£ 14.77
- 3 It was RESOLVED to confirm the following payments: -

a. Sleightholm Landscapes invoice [BACS] Incl VAT £199.-	£ 1194
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- 4 It was RESOLVED to approve the following payments except for item f: -

a. Salaries, office costs and expenses June [BACS]	£ 711.32
b. Work boots for litter picker [BACS]	£ 42.99
c. HMRC Income tax June [DD]	£ 57.80
d. City of York non-domestic rate [DD]	£ 56
e. YLCA courses for new councillor [BACS]	£ 115
f. Came & co insurance for 2019/20 [BACS]	£ 876.17
g. Information Commissioner's Office [DD]	£ 35
h. ICCM subscription [BACS]	£ 71

Item f. Came & Co Invoice was deferred to the July meeting
- 5 No additional items were received
- 6 Further information for the bank mandate change was required from councillors
- 7 The consideration of the policy schedule from Came and Co for 2019/20 was deferred
- 8 It was not necessary to undertake any action at this time in connection with the NALC briefing

note LO9-18 The public sector bodies (websites and mobile applications (No. 2) Accessibility Regulations 2018

- 9 It was RESOLVED to adopt the amended Health and Safety Policy statement
- 10 It was RESOLVED to adopt the Lone Workers Policy
- 11 It was RESOLVED to adopt the reviewed Equal Opportunity Policy
- 12 It was RESOLVED to confirm the Disciplinary and Grievance Policy and Procedure
- 13 It was RESOLVED to confirm the Sickness Absence Policy
- 14 It was RESOLVED to adopt the Complaints Procedure
- 15 It was RESOLVED to adopt the Policy for recording of council meetings
- 16 It was RESOLVED to adopt the revised Publication scheme
- 17 The provision to all councillors of the log in details for the YLCA website was discussed and it was not considered necessary

19092 To consider the following information and correspondence received and decide action:

- 1 To receive report of the YLCA local branch meeting
Councillor Gossow provided a report of the YLCA branch meeting held on 6 June 2019. She discussed the possibility to organise an event for VE day to be held in May 2020
- 2 To note invitation to submit resolutions for debate at the YLCA joint annual meeting on 13 July 2019. No resolutions were proposed

19093 It was not considered necessary to exclude the press and public from the discussion of item 19094 by virtue of s.1(2) of the Public Bodies (Admission to Meetings) Act 1960

19094 To consider staff matters and decide action where necessary to include:

- 1 To consider paying an actuarial fee for a quotation from NYPF for staff pension enrolment. It was RESOLVED not to seek a quotation
- 2 To note correspondence from the Pension Regulator regarding automatic enrolment of staff
It was RESOLVED to submit a redeclaration of compliance

Clerk

19095 It was noted that the next meeting will be held at Skelton Village Hall on 25th July 2019 at 19:30.

The meeting closed at 21:05

Signed:

Dated: