

Minutes of the Ordinary Meeting of Skelton Parish Council held on Thursday 23<sup>rd</sup> January 2020 at Skelton Village Hall at 19.30

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Present:

Councillors: Cllrs Watt (Chairman), Kitson, C Linfoot, J Linfoot, Mansell, Stead, Watson

Ward Councillor: Councillor Hook

Public: 5

Clerk: K de Vries

- 20001 The Chairman welcomed everyone to the meeting and used this opportunity to congratulate a local resident Mr Marc Schatzberger on receiving a British Empire Medal for services to holocaust education.
- 20002 Apologies for absence  
Apologies were received from and approved for Councillors Gossow and Lawn.
- 20003 To receive declarations of interest and dispensation requests  
None
- 20004 It was RESOLVED to approve and sign the minutes of the meeting of the Council held on 28<sup>th</sup> November 2019 as a true record.
- 20005 It was RESOLVED to adjourn the meeting to hold the Open Forum
- 1 Police Report  
A van in the pub car park had been broken into.
  - 2 Report of ward councillor  
Councillor Hook reported that she had a meeting with the chairman of Skelton Parish Council, Cllr Watt, and the chairman of the Skelton Village Trust as well as an officer. The officer will investigate whether bollards can be installed. In response to a question raised by the chairman, she had asked officers who is responsible for the closed off footbridge over the Ouse.
  - 3 The Litter Picker's Report  
The litter picker sent his apologies but had written that he had replaced the warning tape around the mound/tunnel several times. Moreover, he observed that dog walkers do not pick up after their dogs along the new village path.
  - 4 Village Matters and parishioners' questions.  
A resident brought to the Council's attention that a local resident regularly picks litter along the A19. The chairman offered to write a letter of thanks to the resident in question. Moreover, a rat infestation in gardens backing onto the A19 had been reported to the City of York. A member of the Friends of Skelton Pond raised that the pond on Burtree Avenue is very overgrown with reeds and that the depleted Friends group would not be able to clear this without support from the Parish Council. It was agreed to add this item to the agenda in October 2020.  
  
The Open Forum was closed and the meeting resumed.
- 20006 To receive and decide necessary action on the following village and playground matters
- 1 To consider the additional ROSPA Playsafety inspection report and to consider quotations for the removal of mound/tunnel as well as investigate options for new replacement equipment. The chairman explained that the additional ROSPA Playsafety inspection flagged up that the mound/tunnel was damaged and at the end of its lifespan and hence councillors RESOLVED that it should be removed. It was RESOLVED to accept a quotation from Park Lane Playgrounds for

£1650 ex VAT for the removal of the mound/tunnel. Some options for replacing the mound with a new piece of play equipment were discussed. The expense of the new equipment would require a grant application but an allowance should be made for match funding should be made in the budget for 2020/21. The new equipment should be chosen after consultation of school children and through the newsletter.

- 2 To consider options for access to the newly installed pedestrian gate at the playing field. The clerk was asked to request that the landscaping contractor cuts back the brambles in the ditch to enable contractors to view any necessary works to create a disabled-friendly access to the newly installed pedestrian gate.
- 3 To note installation of a new notice board. Cllr C Linfoot reported that the new notice board had now been installed and that it was already in use for three notices.
- 4 To consider quotations for installation of a refurbished village sign on Moorlands Road. A kind offer had been received from Mr Dunn of LJD Construction Ltd to install the sign for free. It was agreed that the Chairman would write to express thanks.
- 5 To consider mitigation against mud spilling on the road by The Green. A site meeting had taken place by the Chairman with the Chairman of the Skelton Village Trust, Ward Councillor Anne Hook and a City of York officer as well as an interested resident. It was agreed to await the proposals from the City of York.
- 6 To consider correspondence regarding damage caused to the green on Sycamore Close. After some discussion about ownership of the green, it was RESOLVED to seek a quotation for repairs to the green from the landscape contractor.

20007 To receive and consider a report from the Cemetery Advisory Panel and decide on any necessary action

- 1 To note report of site visit to the Cemetery on 11 January. Councillor C Linfoot reported that the the gate to the old cemetery remains in a reasonable condition but that the latch to gate should be repaired. The Cemetery Advisory Panel would meet again in Spring to assess the number and kind of items on the graves and to remove overgrown shrubs that impede the grass cutting. It was agreed that the clerk will remove Christmas wreathes in line with the Cemetery Regulations. Moreover, two further rows were to be added to the memorial garden. Councillor Mansell asked whether the layby could be increased in size and some discussion was held regarding ownership of the layby. The chairman asked that a cemetery Advisory Panel meeting is held after the February meeting to discuss the fees and to review the rules. He felt that the rules were too proscriptive and asked the Cemetery Advisory Panel to review the rules to allow more flexibility for grieving families. Councillor Mansell disagreed.
- 2 To consider recommendation from the Cemetery Advisory Panel for landscaping of the compound area. The Cemetery Advisory Panel had reached a decision to remove all fence panels around the compound, except for the panel to which the notice board is fixed. The area is to be evened out and seeded to tidy the area. An old tree was to be removed from the boundary between the old cemetery and the compound. It was RESOLVED that the clerk seeks quotations for the works.

19136 Planning

- 1 New Applications
  - a. 19/02576/FUL. Skelton Hall The Village. Single storey front and side extensions, demolition of existing front conservatory, erection of detached triple garage, alterations to rear fenestration and windows to side and second floor. Supported.
  - b. 19/02577/LBC. Skelton Hall The Village. External alterations to include single storey front and side extensions, demolition of existing front conservatory, erection of detached triple garage,

- alterations to rear fenestration and windows to side and second floor. Internal alterations to staircase, upper floors, ground floor kitchen and hall. Installation of new staircase. Supported.
- c. 19/02625/FUL 12 Moorlands Road. Single storey side and rear extensions and porch to front. No objections.
  - d. 19/02620/FUL Bankside St Giles Road. Two storey extension to front, side and rear, dormer roof extensions to front and rear roofslopes and alterations to existing window openings (change of materials) (resubmission). No objections. Councillor Mansell suggested that all future planning consents include a standard condition to limit the hours of work. The chairman asked the ward councillor Anne Hook to raise this with the planning department.
- 2 Planning applications decided by City of York Council
    - a. 19/01791/FUL Woodstock Weddings and Events. Woodstock Lodge Corban Lane. Single storey extension to wedding venue with alterations to external elevations, addition of patio doors and reconfiguration of car park layout (part retrospective). Approved.
  - 3 Other matters related to planning
    - a. City of York Local Plan. The first stage of the public examination is completed.
    - b. To receive notification that three applications to record a footpath DMMO Ref No. 201805 have met the statutory test of reasonably alleging that a public footpath exists:-
      1. Skelton- Village Hall to Moorlands Road
      2. Skelton- Hurns Bridge to Moorland Wood
      3. Skelton- Brecksfield to Burtree Dam

20009

## Financial Matters and Governance

- 1 It was RESOLVED to approve the bank reconciliation and the budget monitoring report to 31 December 2019.
- 2 Council noted the following receipts:
 

a. Ward grant	£ 1050
b. Double taxation award 19/20	£ 8912.04
c. Interest	£ 15.81
- 3 It was RESOLVED to confirm the following payments:-
 

a. Salaries December	[BACS]	£ 792.71
b. HMRC December	[DD]	£ 46.60
- 4 It was RESOLVED to approve the following payments: -
 

a. Salaries, office costs and expenses January	[BACS]	£ 816.45
b. HMRC	[DD]	£ 55.60
c. Knighton Tools Ltd Litter bags Incl VAT £9.49	[BACS]	£ 56.95
d. City of York Cemetery waste charges	[BACS]	£ 33.54
- 5 To note correspondence from the City of York regarding the award of Double Taxation for 2019/20. The chairman congratulated the clerk on successfully submitting a much higher claim than previous years. The Council had been awarded the claimed amount.
- 6 To consider a report of the ICARAP meeting held on 16 December 2019 and to decide on any necessary action, including:-
  - a. To consider the draft annual plan for 2020/21. Approved.
  - b. To consider the draft budget and to set the precept for 2020/21. The chairman explained that the Council will have relatively high expenditure this year because it needs to replace play equipment, create an accessible path to the playing field, ensure that the website meets current regulations, maintain the overgrown pond as well as accommodate the new salary

scale for the clerk. The clerk had written a report that showed that in contrast to previous years the City of York has set the council tax base for 2020/21 on the basis of actuals in October 2019 and that this does not take into account any houses occupied on the Fairfield Croft development during the year and that therefore the band D precept for individual residents will be higher than needed. The Council RESOLVED to approve the budget for 2020/21 and to set the precept at £20,000.

c. To consider a request to the City of York to amend the council tax base.

It was RESOLVED that the Council should request that the City of York amend the council tax base to take into account the forecast of additional houses occupied during the year in order to reduce the band D precept for parishioners.

- 7 To consider access to online banking for an additional councillor. After some discussion, it was RESOLVED to add Councillor J Linfoot.
- 8 It was RESOLVED to adopt the amended Disciplinary policy and Grievance policy.
- 9 To consider information regarding working towards the Local Councils Award Scheme. Deferred.
- 10 To consider contributions for a Spring newsletter. Councillor Watson and Lawn had started gathering contributions.
- 11 To consider briefing on website provider. Deferred.

20010 To consider the following items and correspondence received and decide action:

- 1 To note correspondence from City of York regarding Parish Council Liaison Meeting to be held on 4 February 2020 at 6pm. The clerk was asked to send apologies.
- 2 To receive correspondence from YLCA regarding the Spring Conference to be held on 28 March 2020. It was RESOLVED that Cllr Watson will attend.
- 3 To note correspondence from YLCA regarding Management of Memorials: Safety workshop. It was RESOLVED to enrol Cllr Watson and the clerk.
- 4 Correspondence had been received from YLCA with regard to York branch meeting to be held on 6 February 2020, requesting questions for Neil Ferris with regard to the council budget. Cllr Gossow will attend.
- 5 Correspondence was received from YLCA regarding the dates of the 2020 York Branch meetings on 6 February 2020, 4 June 2020 and 1 October 2020 all at Huntington Community Centre.

20011 The following dates for meetings in 2020/21 were agreed:

23 <sup>rd</sup> January 2020	27 <sup>th</sup> February 2020	26 <sup>th</sup> March 2020
30 <sup>th</sup> April 2020	28 <sup>th</sup> May 2020	25 <sup>th</sup> of June 2020
16 <sup>th</sup> July 2020	24 <sup>th</sup> September 2020	22 <sup>th</sup> October 2020
26 <sup>th</sup> November 2020	28 <sup>th</sup> January 2021	25 <sup>th</sup> February 2021
25 <sup>th</sup> March 2021	22 <sup>nd</sup> April 2021	27 <sup>th</sup> May 2021
24 <sup>th</sup> June 2021	22 <sup>th</sup> July 2021	

The clerk was asked to let the Skelton Village Hall Management Committee and the Parish & Community Newsletter know the meeting schedule.

20012 It was noted that the next meeting will be held at Skelton Village Hall on Thursday 27<sup>th</sup> February 2020 at 19:30.

The meeting closed at 21:05

Chairman's signature

Date of approval: