

# *Skelton Parish Council*

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Minutes of the Ordinary Meeting of Skelton Parish Council held virtually on Thursday 28<sup>th</sup> January 2021 at 19.30

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Present:

Councillors: Cllrs Watt (Chairman), Gossow, C Linfoot, J Linfoot, Mansell, Stead, Terrett and Watson.

Ward Councillor: Cllr Hook

Public: 1

Clerk: Karin de Vries

20-21/89

Chairman's welcome

The Chairman wished all a Happy New Year and hoped that the dark nights of winter are now in the past. He reminded Councillors that last January, the Council sent congratulations to Marc Schatzberger on being awarded an British Empire Medal for service to the British Holocaust education. Sadly, Mr Schatzberger had passed away. Condolences were offered to Cllr Stead whose mother had passed away. She had been a Ryedale Councillor and was remembered fondly by many of the Councillors. After the commemoration, the Chairman referred to the fractious lead-up to the end of last year and reminded Councillors that the most successful parish councils work together as a team and have mutual respect. The Clerk had forwarded a copy of the Code of Conduct to remind Members of the conduct expected, including the need to show due respect to one another. The Chairman reminded Members that respect was also due to the Chairman and to not keep interrupting. He emphasised that the January meeting included essential Council business to be transacted, including the Budget, the Precept and the Annual Plan and that detractions from these would be unhelpful.

20-21/90

To receive apologies for absence

1. To receive apologies for absence given in advance of the meeting  
No apologies were received
2. To consider the approval of reasons given for absence  
None were received.

20-21/91

To receive declarations of interest and dispensation requests

Cllr Stead declared a Personal Interest in item 20-21/100.3

20-21/92

To approve minutes of the Ordinary Meeting of Skelton Parish Council held on 26<sup>th</sup> November 2020

It was RESOLVED to approve the minutes of the meeting of the Council held on 26<sup>th</sup> November 2020 as a true and correct record.

20-21/93

To approve minutes of the extraordinary Meeting of Skelton Parish Council held on 21<sup>st</sup> December 2020

It was RESOLVED to approve the minutes of the extraordinary meeting of the Council held on 21<sup>st</sup> December 2020 as a true and correct record.

- 20-21/94      Open Forum  
It was RESOLVED to adjourn the meeting to hold the Open Forum.
- 1      Police Report  
No monthly police report had been received. The police had circulated fake NHS texts offering Covid19 vaccinations. Cllr Mansell intervened to state that cold callers were targeting the village and was this allowed within a cold calling zone. The Chairman said that these zones had been reviewed by York and most likely not in existence anymore and Cllr Hook explained that there is a huge charge associated with setting up a new cold calling zone.
  - 2      Report from Ward Councillor  
Cllr Hook reminded Members about the Covid19 help available through the City of York and she specifically mentioned support for residents who are socially isolated. She asked Councillors to report blocked drains to the Council. Members brought up the permanently blocked drain between the Blacksmith's Arms and St Giles Road and the road drains along Moorlands Road. Cllr Hook offered to look into this. Cllr Hook also mentioned that a short piece of pavement along Orchard View needed further works. Cllr Mansell stated that the chevron area in front of Fairfield Croft had not been cleared yet. Moreover, it was reported that the drains on the Fairfield Croft estate appear to be filled with concrete.
  - 3      To receive the litter picker's report  
The litter picker's report had been circulated prior to the meeting and raised matters noticed during playground repairs that were carried out recently. The Clerk brought to Members' attention that some additional repairs were required.
  - 4      Village Matters and parishioners' questions.  
A question was raised to the Ward Councillor about a longstanding leak in the gas mains along the A19. The Chairman offered to write regarding this matter. Another question was raised regarding a loose window in a property left empty for close to 20 years. Cllr Hook responded that when the City of York Council had written about the neglected state of the property previously, some gardening works had been carried out. Councillors reported that the house has been left untouched since the funeral wake. Cllr Hook will report the state of the window.  
  
The Open Forum was closed and the meeting resumed.
- 20-21/95      To consider candidates for co-option  
No candidates had come forward.
- 20-21/96      It was RESOLVED to ratify the following delegated decisions made between meetings:-
- 1      To confirm the delegated decision to accept a quotation for playground repairs for £1800 plus VAT in accordance with minute 20-21/82.2.
  - 2      To confirm the delegated decision to accept a quotation for £320 plus VAT for emergency drainage works at the Cemetery and to instruct emergency works.
  - 3      To confirm the delegated decision to accept quotation for £280 plus VAT for mole control and to instruct these works.
  - 4      To confirm attendance of Cllr Watson and the Clerk at the YLCA Managing People Webinar for £22.50 each.
  - 5      To confirm attendance of the Clerk at the YLCA Complaints Webinar for £15
  - 6      To confirm attendance of Cllr Mansell at the YLCA Role of the Clerk/RFO Webinar for £15
  - 7      To confirm attendance of Cllr Watt and the Clerk at the YLCA Freedom of Information Webinar for £15 each.
- 20-21/97      To receive and decide necessary action on the following village and playground matters:-
- 1      To receive an update on the grant applications for new play equipment.  
The Chairman stressed how important the new play equipment is to the Council and the village.

Cllr Watson and Terrett will submit the application as soon as the Clerk can find the time to supply the quotations.

- 2 To note an update regarding the verges of the green.  
The works are scheduled to be carried out in March.
- 3 To note correspondence regarding the Fairfields layby.  
The comprehensive response reiterated that the identification of the land owner and that the owner appears not to be very interested in solving the issue.
- 4 To note an update regarding a survey of trees.  
The Clerk reported that the arboriculturist had reported that half of the works had been carried out and that the rest should happen when the trees are in bud. Cllr Mansell offered to assist with whatever is wrong with trees such as stripping the ivy. Opinions were divided on whether the ivy should be left or removed. The Clerk reported that the arboriculturist had said that there were no dangerous issues regarding the inspected trees. With regard to the trees in the rear garden of the Old Rectory, the Chairman warned that Councillors should not take it upon themselves to touch trees that do not belong to the Parish Council.
- 5 To resolve to support the Haxby Foodshare project.  
The Clerk will display a notice on the noticeboards.
- 6 To note the anniversary of the crash of the Halifax HR 664 near Skelton on 10 January 1944.  
The Chairman had come across a member of the public near the site who had told him all about the crash of a Halifax aeroplane in the river Ouse in Skelton. Information about this is available in the Yorkshire Air museum in Elvington. The pilot had never been found. Because of the previous desecration of the crash site and the fact that it is functional floodplain, it was queried whether a sign should be put up. After some discussion Members leaned towards displaying a small brass plaque on the concrete plinth near to the Health and Safety sign near the Environment Agency compound. The wording should be carefully considered and, as a former RAF man, the Chairman commented that these things are normally done by the RAF. Cllr Mansell offered to take it on as a project. The Chairman said he'd be delighted if Cllr Mansell could do a little homework to investigate it further.

20-21/98

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

- 1 To note emergency works carried out at the Cemetery and to consider a quotation for remedial works to the French drain at the cemetery.  
The emergency repairs had now been carried out. Some questions remained regarding the proposed further works. It was felt that the works would not fully solve the problem and that tree roots may need to be dealt with at the same time. . It was RESOLVED for Cllr Linfoot and Cllr Watson to arrange a site visit with the contractor to discuss possible solutions.
- 2 To consider a quotation for modifications to the entrance gates for the Cemetery extension.  
Cllr Chris Linfoot and Cllr Watson had met the landscaping contractor and a quote was received for £250 plus VAT. It was RESOLVED to accept the quotation.

20-21/99

Financial Matters and Governance

- 1 To receive the bank reconciliation and budget monitoring report as at 31 December 2020.  
Some discussion took place relating to aspects of the Council's budget, the minimum contingency required and the fact that the Council does not hold earmarked reserves and would not be able to pay for new play equipment without a grant application. The bank reconciliation and budget monitoring report at 31 December 2020 were approved.
- 2 Receipts  
Council noted the following receipts:
 

a. Interest 7 Sep-6 Dec	£ 0.78
b. Wayleave	£ 6.90

The Clerk will ask for the wayleave to be paid by bank transfer rather than a cheque.

- 3 To confirm the following payments:-
- |   |        |           |
|---|--------|-----------|
| a. Salaries, office costs and expenses December                       | [BACS] | £ 1191.31 |
| b. HMRC. Income tax and NI December                                   | [DD]   | £ 0.00    |
| c. Sleightholm Landscapes. Remove leaves in playground<br>Incl VAT £8 | [BACS] | £ 48.00   |

It was RESOLVED to confirm the above payments.

- 4 To approve the following payment:-
- |   |        |          |
|---|--------|----------|
| a. Salaries, office costs and expenses January                          | [BACS] | £ 931.91 |
| b. HMRC. Income tax and NI January                                      | [DD]   | £ 0.00   |
| c. SLCC Membership 2021   | [BACS] | £ 78.00  |
| d. HCI Hosting website<br>Incl VAT £50.20                               | [BACS] | £ 301.18 |
| e. HCI DNS services August to October 2020<br>Incl VAT £9.31            | [BACS] | £ 55.86  |
| f. City of York. Commercial waste charge.                               | [BACS] | £ 33.54  |
| g. YLCA. Webinar. Budgeting   | [BACS] | £ 30     |
| h. YLCA. Webinar. Administering Exclusive Rights of Burial              | [BACS] | £ 22.50  |
| i. YLCA. Webinar. Complaints and difficult situations                   | [BACS] | £ 15     |
| j. YLCA. Webinar. Managing Burial Ground Memorials                      | [BACS] | £ 45     |
| k. YLCA. Webinar. Role of the Clerk/RFO                                 | [BACS] | £ 15     |
| l. YLCA Webinar. Freedom of Information                                 | [BACS] | £ 30     |
| m. Backhouse. Mole treatments on 5 and 12 January 21<br>Incl VAT £56.00 | [BACS] | £ 336    |
| n. LJD Services. Drain clearance works<br>Incl VAT £64.00               | [BACS] | £ 384    |

It was RESOLVED to approve the above invoices for payment.

- 5 To receive an update regarding the new website.  
Cllr Watson asked Members to provide some outstanding information.
- 6 To note correspondence from the City of York regarding the award of Double Taxation for 2020/21. The double taxation awarded was £9538.61. The Clerk was congratulated on her successful submission and the City of York was thanked for awarding it.
- 7 To consider that the Council give the clerk the delegated power to deal with requests to attend training or courses up to the budgeted sum subject to consent from the Chairman or Vice-Chairman.  
It was RESOLVED to give the Clerk the delegated power to deal with requests to attend training or courses up to the budgeted sum subject to consent from the Chairman or the Vice-Chairman.
- 8 To consider a report of the Finance Panel meeting held on 17 December 2020 and the recommendations from the Panel.
- a. To consider the Annual Plan for 2021/22.  
It was RESOLVED to approve the Annual Plan for 2021/22.
- a. To consider the draft Budget and to set the Precept for 2021/22.  
The Chairman explained that the recommended Precept of £22,000 would result in the Precept for a band D property increasing with 7.66 % from £33.57 to £35.85. It was RESOLVED to approve the Budget 2021/22 and to set a Precept of £22,000.
- b. To consider the Internal Control Plan for 2021/22.  
It was RESOLVED to approve the Internal Control Plan for 2021/22.

20-21/100

Planning

- 1 To consider a response to the following planning applications:-

- a. 20/02327/FUL 1 Church View The Green. Two storey rear extension with 1no. rooflight to south east elevation (resubmission, revised scheme).

It was RESOLVED to support the application for the following reasons. The Council does not consider that the proposal causes an intrusion on the setting of the grade 1 listed church. Moreover, the extension is similar to consents granted for extensions in the adjoining rows of houses.

- b. 21/00067/TCA. The Old Rectory. The Village. Crown reduce and thin by 20 % 3no. poplar trees in a Conservation Area.

It was RESOLVED to support this application and to comment that the Council considers these works urgent because of the hazards for residents using the Pasture path.

2 Planning applications decided by City of York Council

- a. 20/02200/TCA The Coach House. Church Lane. Fell Birch Bark Cherry tree in Conservation Area. Approved.
- b. 20/01964/FUL. March Cottage. 3 Church View. The Green. Single Storey rear extension. Approved.
- c. 20/02449/TCA. Pyramid House 4 Church View. Fell Apple tree in a Conservation Area. Approved.

3 To consider other matters related to planning and decide upon any necessary action to include:-

- a. City of York Local Plan. No news had been received.
- b. To note a response to an FOI request regarding a refused street trading license. The Council expressed its disappointment about the refusal of this licensing application for a pizza van.
- c. To consider a response to a new street trading licensing application for a pizza van at Grange Farm Bungalow, Orchard View. Cllr Stead had offered his off-road vet's car park as a new location for the pizza van. Although the location was felt not to be ideal, the Council RESOLVED to support the application.

20-21/101 To consider correspondence received and decide action where necessary to include:-

1 To receive emails from YLCA:-

- a. White Rose Updates to 22 January 2021 and E-training bulletins to 15 January 2021.
- b. Notification of YLCA York Branch meeting on 11 February 2021.
- c. To consider a request for the Council to pass a motion supporting the Climate and Ecological Emergency (CEE) Bill. The item was deferred to the next meeting to allow the Clerk to circulate some material to Members.

2 All following correspondence from NALC was noted:-

- a. Coronavirus Updates to 14 January 2021.

3 The emails from City of York were noted:

- a. Covid-19 and Flood updates.

20-21/102 To notify the Clerk of matters for inclusion on the agenda of the next meeting.

20-21/103 It was confirmed that the next meeting will be held on 25 February 2021 at 19:30.

The meeting closed at 21:09.

Chairman's signature:

Date of approval: