

Skelton Parish Council

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Minutes of the Ordinary Meeting of Skelton Parish Council held on Thursday 2 December 2021 at Skelton Primary School at 19:30.

Present:

Councillors: Cllrs Watt, Gossow, C Linfoot, J Linfoot, Stead and Watson

Ward Councillor:

Members of the public: 2

Clerk: Karin de Vries

21/078 Chairman's welcome

The Chairman started the meeting at 19:33 due to the change of venue.

21/079 To receive apologies for absence and to approve reasons for absence

Apologies were received from Cllrs L and A Mansell.

21/080 To receive any declarations of interests and any requests for dispensation

None were received.

21/081 To approve and sign the minutes of the previous meeting

It was RESOLVED to approve the minutes of the Ordinary meeting of Skelton Parish Council held on 28th October 2021 as a true and correct record. The Chairman signed the minutes.

21/082 To resolve to adjourn the meeting in order to hold the Open Forum to include:-

1. To receive a police report

Some recent incidents in the village were discussed.

2. To receive a report from the Ward Councillors

Councillor Hook had sent her apologies.

3. To receive the litter picker's report

The litter picker mentioned that a motor bike riding on Crooking Green had caused ruts. The latch on the gate to the playing field had been bent and he had made an attempt to straighten it. With regard to the playground, leaves had accumulated in the toddler playground. Cllr Stead offered to do an initial tidy up with a clean-up by the landscaping contractor to be organised later in the season. The litter picker also commented that some tree works were required to reduce branches overhanging the street light and toddler play equipment.

4. To receive parishioners' questions

A resident raised concerns about the safety of children crossing the A19. They also queried why there are very few fish in the pond. The Chairman reiterated that the Council had asked for a safe crossing for the residents at Fairfield Croft at all stages of the planning process and that Cllr Hook could be approached to get a better solution for the crossing. The Clerk mentioned that the police had been in touch to ask whether the Council has any information relating to a cast iron roadway marker that had gone missing 20 years ago. A Councillor and the litter picker both recalled this event. The Clerk would pass on that information.

21/083 To publicise and invite applications for co-option to the Parish Council

Notices had been added to the noticeboard and to social media. Councillors were asked to encourage people to apply. One expression of interest had been received.

21/084 To receive information and decide necessary action on village and playground matters to include:-

1. To receive an update regarding the installation of the viper swing

The Chairman remarked that holes caused during the installation of the new viper swing had now been filled in by Les Dunn of LJD Construction. The points raised in the post-installation

inspection report had been queried with Hags. They had responded that the installation was in accordance with the BS standards. It was concluded that the problem mainly arose due to the ground underneath the viperswing being on a slope and that the invoice could be paid.

2. To consider requesting quotations for repairs to play equipment

The recent ROSPA Playsafety report had flagged that a number of non-urgent repairs were required. The City of York play officer, Dave Meigh, had been consulted and stated that the items just needed some minor repairs. In addition, some protective caps also needed replacing. The Clerk was asked to seek quotations for the works.

3. To consider a request from the Skelton Village Trust with regard to the planting of two trees

The Skelton Village Trust had offered to replace a dead tree and to add another tree along the pasture path. It was RESOLVED to accept the kind offer. In addition, a tree for the Queen's Platinum Jubilee was discussed and the Clerk was asked to add the tree to the budget for 2022/23 and to the agenda for the next meeting.

4. To receive an update regarding a pilot of the North Yorkshire Police Neighbourhood Community Problem Solving Plan for the Skelton layby

Some discussion took place about the nuisance caused by the layby and potential solutions. It was hoped that the Police Fire and Crime Commissioner would make sufficient funding available to extend the fencing.

5. To note the installation of a memorial sign at the site of the crash of the Halifax HR 664

After the sign had been installed, many residents had asked questions in relation to the crash.

6. To consider correspondence with the Environment Agency with regard to tree planting

The Clerk had contacted the Environment Agency but had not received a response yet.

7. To note correspondence in relation to a Vehicle Activated Sign

The Chairman had reported the non-working Vehicle Activated Sign located by the junction of The Village and Brecksfield. The CYC Officer was to arrange removing the sign and installing a speed monitor. The percentile speeds would then be assessed to determine whether a repaired Vehicle Activated Sign was still required and whether it would be a CYC or a Parish Council funding responsibility.

8. To note correspondence relating to the road surface and signage for Pasture Close

A small and obscured cul-de-sac sign for Pasture Close had been reported but correspondence from the City of York officer simply stated that the signage meets the standards. Cllr Hook had reported that the road surface would be repaired.

21/085 To receive and consider a report from the Cemetery Advisory Panel and decide on any necessary action

1. To receive a report of a site visit held on 30 October 2021

Cllr Chris Linfoot reported that a site visit had been held on 30 October 2021. It was decided that the Cemetery Advisory Panel would hold a remote meeting to discuss the ideas of individual members and to discuss the budget.

2. To note the Defra consultation in relation to Environmental Permitting and to delegate a response to the Cemetery Advisory Panel

Many concerns were raised about the DEFRA consultation about the proposed introduction of Environmental Permitting for cemeteries and the impact on the future capacity of the cemetery. It was RESOLVED to delegate a response to the Cemetery Advisory Panel.

21/086 Financial Matters and Governance

1. To receive the bank reconciliation and budget monitoring report for October 2021.

It was RESOLVED to approve the financial reports for October 2021.

1. To note the following receipts:-

None.

2. To confirm the following payments:-

a. Salaries, oncosts and expenses November	[BP]	£ 901.42
b. Home working allowance clerk	[BP]	£ 26.00

c. Giffgaff monthly charges	[BP]	£ 6.00
d. SLCC Membership fee	[DD]	£ 80.00
e. Business Stream. Water charges	[BP]	£ 8.25
f. HCI Accounts. Credit note	[DC]	-£ 175.68

It was RESOLVED to confirm the above payments.

3. To approve the following payments:-

a. Hags-SMP Ltd. Supply and installation of Viper swing	[BP]	£ 10,366.96
b. Skelton Village Hall. Grant	[BP]	£ 500.00
c. Parish and Community Newsletter. Grant	[BP]	£ 80.00
d. B&Q Tradepoint. Postcrete for memorial sign. Reimburse Cllr Mansell	[BP]	£ 4.70

It was RESOLVED to approve the above invoices for payment.

4. To consider the double taxation claim for the year 2021/22

It was RESOLVED to approve the double taxation claim for £10,537.44.

21/087 Planning

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

- a. 21/02475/TCA – Oakwood. The Village. Fell 2no. Holly trees and remove a branch from a yew – tree works in a Conservation Area. No objections.

2. To note details of planning applications decided by City of York Council:-

- a. 21/01173/FUL – 2 The Vale. First floor extension to front, front dormer and rooflights, and two storey extension to rear. Approved.

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

- a. Yorkshire Green Energy Enablement (GREEN) Project Statutory consultation
A consultation event had been held at the village hall. It was RESOLVED not to respond to the consultation.
- b. Consultation Statement of Licensing Policy & Cumulative Impact Assessment.
It was RESOLVED not to respond.

21/088 To consider correspondence received and decide action where necessary to include:-

1. The following emails from YLCA were received and noted:-
 - a. White Rose Updates, Law and Governance Bulletins and E-training bulletins.
2. To emails from NALC were noted.
3. The Stakeholder updates from City of York were noted.

21/089 To consider exclusion of the press and public from the discussion of item 21/090

It was RESOLVED to exclude the press and public from the discussion of item 21/090 by virtue of s.1(2) of the Public Bodies (admission to Meetings) Act 1960.

21/090 To receive a report and recommendations from the HR panel:

1. To consider the Terms of Reference for the HR Panel.
It was RESOLVED to approve the Terms of Reference for the HR Panel.
2. To consider proposed changes to staff contracts
It was RESOLVED to change the staff contracts in line with the recommendations of the HR Panel to include details on the range of salaries and to reword paragraph 14.1 of the Clerk's contract in relation to time off in lieu.
3. To note that a progress review with the clerk has been held
It was noted that the HR Panel had held a constructive progress review with the clerk.
4. To consider the Clerk's overtime and to consider the Clerk's working hours.
It was RESOLVED that the Clerk's 29 hours of extra-ordinary overtime in 2020 would be paid and the weekly hours would increase from 12 to 13 backdated to 1 January 2021.

21/091 To confirm the date and time for the next meeting.

It was noted that the next meeting would be held on Thursday 27th January 2022 at 19:30.

The Chairman closed the meeting at 21:35.