

# **Whitley Parish Council**

1. The meeting was opened at 7.00 pm by the Chairman, Cllr Humphrey
2. **Open Public Forum (OPF), 15<sup>th</sup> January 2019**
  - 2.1 A member of the public questioned whether the Parish Council had received any further communication from Selby District Council (SDC) in connection the planning matter concerning the Care Home on Whitefield Lane. When advised that no further correspondence had been received by the Council he shared the contents of a letter from SDC which explained that the planning appeal had been now completed. The planning department were satisfied that the majority of the planning requirements had been satisfied and, on this basis the SDC had closed the matter, no further action would be taken. The member of the public expressed his personal frustration in the manner in which the matter had been addressed by SDC and in their conclusion.
  - 2.2 A member of the public referred to the siting of a microphone at the junction of Whitefield Lane and Doncaster Road and questioned whether the Council were aware of the purpose of the monitoring. Speculating that it may be in connection with the Gale Common Motor Cross he observed that on the particular day of its location any sound from the Motor Cross event would be minimised as the wind direction would blow the noise away from the village. Cllr Cole advised the meeting that a noise meter had been also positioned in her garden on the 2<sup>nd</sup> January 2019 and that she believed it was in connection with the Gale Common Extraction Project.
  - 2.3 A member of the public mentioned the forthcoming public sessions to be held in Whitley concerning the Gale Common Extraction Project. He expressed concerns regarding the volume of heavy goods vehicle traffic that may be directed through the village. He questioned the motives of the company managing the project in deciding to run public sessions in Cridling Stubbs, and Whitley but not in Eggborough and speculated that the preferred route for the bulk of the traffic would be through Whitley along Whitefield Lane..
  - 2.4 At 7.07 pm the OPF was closed.

## **Minutes of the Whitley Parish Council Meeting held on 15<sup>th</sup> January 2019 at Whitley & Eggborough Primary School Annex Building Ref 12/2019**

3. Present: Cllr S Humphrey, Cllr F Blackburn, Cllr S Cole, Cllr A Coney, Cllr J White, Cllr Walton, and Clerk to the Council J Hunter
4. **Apologies:**
  - 4.1 Apologies for absence Cllr J Watson.
5. **Declaration of interests:**
  - 5.1 No declarations.

## 6. Minutes of the last meeting on 20<sup>th</sup> November 2018

- 6.1 The Council agreed the minutes presented as a true record of the meeting held on 20<sup>th</sup> November 2018 and accordingly the minutes were signed by the Chair.
- 6.2 A member of the public questioned the timing of the publishing of the minutes onto the Council website in particular the deadline for the publishing of draft minutes. The Clerk acknowledged his own failure in producing the minutes of the 20<sup>th</sup> November meeting to meet the appropriate timeline. Cllr Humphrey assured the meeting that in future the Council would ensure that minutes are published in strict accordance with the relevant standing orders.

## 7. Ongoing matters for information and action as required:

- 7.1 **All Saints Church:** The Clerk summarised the details of a meeting between Councillors and members of the Diocese of Leeds held on 11<sup>th</sup> December 2018. He explained that during the meeting the statutory process required of the Diocese to gain approval from the Church Commissioners for the cessation of services at the Church was outlined.

There were several stages to progress:

- all statutory interest parties, including the Parish Council, must be consulted and their comments and representations recorded and addressed
- details of such consultations be presented to the Bishop of Leeds for review and approval sought to present the proposal to the Church Commissioners
- Church Commissioners to publish statutory notices detailing the proposal and invite representations from the general public for consideration along with comments for the statutory interested parties.
- Subject to ratification by the Church Commissioners the Church property to be vested in the Diocesan Board of Finance for the management of the building.

At the meeting in December the Council members were unable to obtain any determination of timescale for the process but were assured that in their capacity as a statutory interest party they would be kept informed of the progress.

The Councillors present at the meeting also expressed their opinion, from the tone that the Archdeacon adopted, that it is the intention of the Diocese to expedite the ultimate closure of the Church, as soon as practical, at which point the Church Board of Finance would consider all proposals including those of the Whitley Community Group. It was pointed out that the Board are not subject to any requirement to maximise financial return and that all proposals would be examined on the basis of merit but must be supported by a robust and credible financial plan.

Cllr Humphrey tabled for consideration by the Council the extent of the support that the Parish Council would / should offer the Whitley Community Group in preparation of their plans and proposals. In so suggesting he recognised the particular role and duty of the Council, as representatives of the community, and its capacity and take on funding. The question is should the Council remain at a distance and allow the Community Group to progress their plans independently or should the Council develop a more formal relationship with the Group going forward to achieve desired outcomes for the community as a whole.

Cllr White suggested that a sub-committee of the Council could be convened to consider the options and to liaise with the Whitley Community Group to formulate a plan of relationship.

**Action:** Formation and constitution of sub-committee be considered during February's Council Meeting.

**7.2 Gale Common Motor Cross:** The Clerk outlined the current status of planning approval for the Gale Common Motor Cross site.

7.2.1 In Oct 2011 plans were approved for the conduct of a specified number of meetings per month, totalling no more than 48 per annum (formal race events 1 per month, kick start events 2 per month and practice sessions 12 per annum). In addition, approval was granted for the construction of 'bunds' on the perimeter of the site that were to be completed no later than 60 months after the date of granting of planning permission).

In granting approval, the planners stipulated that, in order to monitor compliance, race organisers must lodge with the planning authority, by 30<sup>th</sup> November, full details of the future race events that are planned to be held throughout the course of the forthcoming year and records kept on sight of the frequency of events and made available for local planning authority inspection on demand.

7.2.2 In June 2018 a planning application was submitted to increase the specified number of meetings per month to a total of 87 per annum (formal race events 12 per annum, kick start or practice sessions 75 per annum). In addition, application for the extension of the time period within which to complete the construction of the originally 'bunds'. The plans have neither yet been approved or scheduled for presentation to planning committee.

7.2.3 The members of the public and Councillors shared their experiences and understanding of the current level of activity of events at the Motor Cross; a considerable number of events have been conducted during the Christmas period in excess of planning approval Excessive noise levels during the meets are not only experienced in Whitley but also surrounding villages; representations have been made to Selby Planning without a satisfactory response. It was concluded that the event organisers are in breach of their planning obligations and Selby Planning Authority are paying little regard to the objections and complaints lodged and are disinclined to take appropriate enforcement action. Nor does any direct approach to event organisers yield any response; indeed, there is anecdotal evidence of threats made to complainants. Cllr Humphrey emphasised that threats of violence can only be addressed by the police and he would encourage anyone experiencing such response to make direct contact with the police authorities.

7.2.4 Cllr Humphrey summarised his own history of the planning applications in respect of the Motor Cross and the continuance of the non-compliance with planning regulations together with Selby Planning Authority's failure to execute enforcement. He proposed that the Parish Council take action in the matter on three fronts:

7.2.4.1 To write a strongly worded letter to Selby Planning Authority concerning the current breach of planning with the letter being copied to Cllr D White (SDC), Cllr J McCartney (NYCC), Cllr M Crane (Leader SDC), Nigel Adams (MP for Selby) and other interest parties including local Parish Councils (Cridling Stubbs, Eggborough, Kellington, Heck, Beal)

7.2.4.2 The Parish Council consider their legal options in the matter and consider hiring a professional agent to act on behalf of the Council in arguing the legal case. To mitigate the cost to approach other parish councils to join with Whitley Parish in pursuing the matter and engaging the agent to act on behalf of the collective.

7.2.4.3 To attend and speak at the Planning Committee meeting when it is convened to consider the application.

**Action:** Clerk to produce a draft of the letter to Selby Planning Authority and in conjunction with Cllr Humphrey author a suitably strongly worded complaint as a precursor to further legal action and copy to Cllr M Crane (SDC), Cllr D White (SDC) Cllr J McCartney (NYCC), Nigel Adams MP, and other interest parties including adjacent Parish Councils. As further back up information the Clerk to obtain full details of the various dates of events determined by Cllr F Blackburn and Cllr K Walton.

**Action:** Council to investigate hiring a professional agent to pursue the legal objection to Selby Planning and provide expert representation of planning meetings; getting together with other communities and Parish Councils to formulate an appropriate plan and share costs.

7.3 **Gale Common Extraction Project:** The Clerk informed the meeting that EP UK Investments, the body managing the "Extraction Project" are to hold 'Drop-In' Sessions where EPUS staff will be available to provide further information on the proposal and answer any questions regarding the project on:

7.3.1.1 Wednesday 30<sup>th</sup> January 2-7 pm at Cridling Stubbs Village Hall and

7.3.1.2 Thursday 31<sup>st</sup> January 4-7 pm at Whitley Bridge School Annex Building

Which is the second public forum event the first being in December.

The meeting discussed the nature of the adequacy of the communications from the project management team and current understanding of the impact on the village from 150 wagons per day flowing along routes passing through either Cridlington Stubbs, Kellington and or Whitley. It was confirmed by the Clerk that there has been no planning application yet submitted but when relevant this will be lodged with North Yorkshire Planning Authority.

**Action:** Date and time of the meeting is noted and matters will be discussed as further information on the impact of the project becomes clear.

7.4 **Donations:** The Clerk detailed the donations made by the Council during 2017/18 which were to Citizens Advice Bureau £300.00, Selby District Council Chairman's Appeal £150, Selby District Vision £100, Selby Dial £100, Kellington & Eggborough Church £100. The donation to Selby Dial was not remitted as the Charity ceased in March 2018 finance from their primary sponsors having been withdrawn.

Cllr White enquired into any feedback from these charities and was advised that CAB as a matter of course make available a report on their charitable activities. Cllr White expressed an interest in gaining sight of such information as it is presented.

Having been advised that the Parish Council had not received other requests for charitable donations and having reviewed the merit of the currently supported charities the Council agreed to maintain donations at historic levels.

**Proposed:** Cllr J White, Seconded by Cllr K Walton, that the donations remain as last year with the exception that the £100 offered to Selby Dial be added to the donation to the Church which amount would now be £200. For 2 against 4.

**Proposed:** Cllr Humphrey, Seconded Cllr Coney, that the donations remain as last year with the exception that the £100 offered to Selby Dial be donated to an alternative local charity to be agreed. For 4 against 2. Carried by majority decision.

**Action:** At next meeting Council to nominate and agree new local charity to receive donation of £100

8. **Correspondence received:** The Clerk informed the meeting of an email from Democratic Services providing notification of a briefing to be held on Monday 18<sup>th</sup> February concerning the election process, roles and responsibilities during the District and Parish Elections on Thursday 2 May 2019.

The Councillors noted that the significance of this notification was that there would be Parish Council elections of the 2<sup>nd</sup> May 2019.

#### 9. **Planning Matters:**

- 9.1 The Clerk advised the Council there were no planning applications received or decisions made affecting the Parish in the period since the last meeting.

- 9.2 A member of the public questioned the safety of the planned exit and entry to the new development on the A19, particularly its location on a bad corner of the road. The driveway has not yet been installed but any issues that may arise will be a matter for Selby Planning. It is worth noting however, that any property on a main road is required to have a turning circle build to the front of the house to avoid cars reversing onto the main carriageway.

- 9.3 A member of the public raised a question concerning the derelict property and land alongside the George and Dragon. Plans have yet to be submitted although there is a tentative interest by Wakefield & District Housing Limited, reports of asbestos on the site are a cause for concern them as potential developers.

Cllr White enquired into a further feedback from Selby District following our report to them of problems on the derelict site of unauthorised access, squatters, safety issues, fire and possible drug use.

**Action:** Clerk to chase up response from Selby District.

#### 10. **Council Finance & Administration:**

- 10.1 **Finance Budgets for 2019/20:** The Clerk presented details of the proposed finance budgets for the year 2019/20 which totalled £9,150 made up of; £7,600 of itemised recurring expenditure including Clerks Salaries, Subscriptions, Printing & Stationery, Christmas Lighting event, Insurance, Room Hire, Verge Maintenance and website hosting; £700 for repairs and maintenance; £650 for donations; £200 training. The Councillors reviewed the information provided and assessed the budgetary requirements against expenditure in the current year.

For information the current average Whitley Parish element of the Council Tax bill is £26 per household and a reduction of the total precept to £9,000 would bring the Whitley element of the council tax bill down to £22 a fall of 15%.

Based on anticipated costs in the final quarter of the year a bank balance of £19,000 was anticipated. Given the budgets and information provided:

**Proposed:** Cllr Cole. **Seconded:** Cllr Walton. The Parish Council Precept for 2019/20 be set the same as 2018/19. For 3 Against 3

**Proposed:** Cllr Humphrey. **Seconded:** Cllr White. The Parish Council Precept for 2019/20 be reduced to £9,000 with any capital expenditure requirement funded directly from Council Reserves. Going forward into the future the Parish continue to maintain the

precept at the level of the Parish's basic budget projections year on year until the Council Reserves fall to the recommended amount of £10,000 to £12,000. For 3 and Against 3. The Chair exercised his right of casting vote and the proposal was carried.

**Action:** Precept Notification 2019/20 form completed with £9,000 requirement, signed by Chairman and Clerk to be forwarded to Democratic Services.

## 10.2 RFO Report as of 15<sup>th</sup> January 2019

Bank/Account	Income since 1 <sup>st</sup> April 2018	Expenditure since 1 <sup>st</sup> April 2018	Of which is 106 expenditure	Current Balance	Notes/Comment
Santander Deposit	303.65	3,000.00	Nil	73,365.85	Interest paid monthly
Santander Current Account (Cash Book)	15,576.35	13,423.04	4,683.95	2,530.82	No interest
<b>Total Bank Balances</b>				<b><u>75,896.67</u></b>	
<b>Less following funds:</b>					
Protected 106 funds		3 x Play areas/ROS and the Tree Lines.		52,804.45	
Other protected funds		A19, WHS Defibrillator fund		3,144.65 355.00 <u>69.60</u> 3,569.25	
Total Protected funds				56,373.70	
PC Reserve Funds		Legal Action and Complaints against the Council. Future Development and Facility Provision –Buildings. Future Development and Facility Provision – ROS. Future Development and Facility Provision -Nature Reserve. Unexpected/unforeseeable expenditure.		12,401.40	
<b>Total protected/reserve funds</b>				68,775.10	
<b>Balance:</b>					
<b>Unprotected funds available to the Council</b>		Current account balance + 106 Funds available to transfer		<b><u>7,121.57</u></b>	Excludes cheques payable in 10.5

## 10.3 Accounts Payable:

Cheque No.	Payable to:	Amount: £
22348	Information Commissioners	40.00
22349	K Walton – Christmas Hamper's for over 80's	21.26

#### 10.4 Accounts Payable retrospectively:

Cheque No.	Payable to:	Amount: £
22343	Notice Board Company	954.00
22344	Bedford Mowing Services	885.60
22345	Puratech	40.00
22346	Selby District Vision replace cheque cancelled	100.00
22391	Cheque cancelled – Selby Council	-100.00
22347	Citizen Advice Bureau	300.00
22389	Cheque cancelled – Selby Council	-300.00
22390	Cheque returned – Selby Council for Dial charity wound up	-100.00

#### 11. Recreational Open Spaces in Whitley:

##### 11.1 ROS and Play Areas:

**11.1.1** Cllr Humphrey mentioned the impact damage done to the perimeter fence on the Blackthorn Close Play Area. The Clerk advised the Council that he is in contact with EC Surfacing Ltd the contractor commissioned by North Yorkshire CC to carry out some road surfacing repairs in the area of Blackthorn Close. The Clerk explained that he believed it was likely that the damage occurred when the contractor collected the surplus tarmac that had been piled at the entrance to Lee Lane with the vehicle reversing into the fence.

**Action:** Clerk to further the contractor's investigation into the accident and seek reparation and as appropriate advise the NYCC Highways of the incident.

**11.1.2** Cllr White mentioned that the padlock securing the double gates to the Blackthorn Close Play Area was damaged. The Clerk informed the meeting that he had made enquiries with the grass cutting contractor who are unable to locate the key to the padlock.

**Action:** Clerk to hacksaw the padlock and replace.

**11.1.3** Cllr White noted there had been further complaints concerning dog fouling in Daffodil Field. He indicated that it was his intention to seek quotes for the printing of durable weatherproof dog fouling signs to be put up around the village.

**Action:** Cllr White to come back to the meeting with costings.

**11.1.4** The Clerk advised that the wooden bench fly-tipped in Daffodil Field would be removed by Selby District Waste Recovery.

**Action:** Noted

##### 11.2 Parks and Verges:

**11.2.1 Grass & Verge Maintenance:** The Council reviewed the quality of the maintenance during the 2018 growing season and concluded that the work undertaken by Bedford Mowing was satisfactory. Given that there has been no success in securing alternative contractors to carry out the work it was agreed that Bedford Mowing would be retained next year.

**11.2.2 Litter Bin for Whitley Common:** The Clerk advised the Council that a new 112 litre litter bin has been ordered to be sited at the entrance to Whitley Common. The Clerk confirmed that the although intended for general use the bin can be used to dispose of dog waste.

**Action:** Noted

**11.2.3 Repair of Pavements:** The Clerk advised that Council that he had sought an update from Area 7 on progress following Cllr White's request for repairs to pavements in the village. The Clerk explained that he had been informed by email that funds for pavement repairs for 2019/20 had already been allocated and therefore an application for Whitley Pavement maintenance would be submitted to be included in the 2020/21 budget allocation.

A member of the public also pointed out that some of the pavement damage arises from farm vehicles working in the fields that are bounded by the pavements running alongside the A19. The Council whilst appreciating the frustration concluded that it would be difficult to engage with the farming community in getting them to assume responsibility.

**Action:** Noted

**11.3 Repair / Maintenance of Underpass:** The Council discussed the current state and condition of the underpass and concluded that with the relevant permission from NYCC Highways, it should be repaired and repainted. Cllr White suggested that a budget could be prepared for consideration and speculated that contributions could be sought from Eggborough Council given the use made of the underpass by children from the Eggborough Parish. It may also be possible to make application for support from the Community Engagement Forum.

**Action:** Cllr White to draft budget proposals for the refurbishment of the underpass and present details to the Council.

**11.4 Community Litter Pick:** Cllr White suggested that a community wide 'litter pick' could be organised. The Council agreed that the village was looking particularly litter strewn particularly Gravel High and Booty Lane and the incidence of fly-tipping was increasing which needed to be resolved. Cllr White pointed out that Selby District Council offer to make available necessary gloves, plastic bags etc and suggested that the Council could cover the cost of refreshments for volunteers who turn out for the community event.

**Action:** Cllr White to follow up the idea of organising a litter pick during Spring 2019.

**11.5 Land Adjacent to Learning Lane:** Cllr White provided information to the meeting that following investigation he understands that the piece of land at the start of Learning Lane next to Meadow Sweep is privately owned by the householder so is outside the scope of Councils responsibility.

**11.6 Notice Boards:** The Clerk advised the Council that the Notice Board has been ordered and will be sited by Jim Taylor.



## 12. A19 Safety Matters:

**12.1 Speed Camera Data:** Cllr White informed the Council that following on from the current issue with the VAS camera located across the way from the George and Dragon he had been in contact with NYCC about repair and its resiting. He had arranged a meeting on site with Darren Griffiths from NYCC on Tuesday 22<sup>nd</sup> January to consider options. The possibility and grounds for relocation was also debated with the conclusion that the Council would await the report and recommendations from the site visit.

**Action:** Cllr White to report back to the Council following the meeting.

**12.2 Double Yellow Lines:** The Clerk questioned whether the Council proposed any further action following their objections to the proposal from Area 7 to add double yellow lines to Whitefield Close. Members shared their own understanding that notwithstanding any of their reservations the matter was decided however enquires should be made to establish the current standing of the proposal.

**Action:** Clerk to enquire into the current standing of the proposal to add double yellow lines to Whitefield Close.

## 13. A.O.B.

**13.1 Christmas Tree Lighting Event:** Cllr Cole commented on the success of the Christmas Tree Lighting event; there was a good turn out and everyone who attended enjoyed the event.

Cllr Cole shared with the Council her ambition to extend the Christmas Lighting throughout the village. She recognised that requisite permissions and support must be sought from Area 7 to install suitable light fittings to the lampposts, and community involvement would be encouraged through a competition targeted at the Whitley Primary School Children in the design of the lights.

A full accounting of the recent Christmas event will be presented when all the bills have been collated.

Cllr Humphrey thanked Cllr Cole for her efforts in organising the Christmas Event and thanked Cllr Walton for her organisation of the Over 80's Christmas Hampers. Cllr White enquired into the receipt of any letters from recipients of the Christmas Hampers.

**13.2 Bench on Whitefield Lane:** Cllr Blackburn enquired into the possible repair of the cement bench on Whitefield Lane. Cllr White questioned that given the state of cracks in the cement it may be impossible and unsafe to make any repairs though this needed to be balanced with possible injuries that may be sustained by the public.

**Action:** Cllr White and Cllr Blackburn to meet to examine the bench together to consider alternative options.

**13.3 Yellow Lanes:** Cllr Blackburn raised the issue of the road markings on Whitefield Lane that were becoming worn and invisible. Cllr Humphrey also pointed out the state of the markings throughout the north end of the village.

**Action:** Clerk to raise the issue of the state of road markings with Area 7 and establish if there is a budget to refresh the signage.

**13.4 Bank facilities:** Cllr Humphrey suggested that the Council investigate the possibility of online payments from small supplier transactions. Initial thoughts are that a separate bank account would be set up with a limited balance of funds e.g. £500 from which small payments to suppliers can be affected by the Clerk through bank transfer. This would avoid any delays in settling supplier accounts and improve the efficiency of settlement transactions. The Clerk advised the Council that such a process is legitimate and feasible provided that sound internal controls were practiced.

**Action:** Clerk to investigate the operation of the additional bank account and to present the Council with a suitably process incorporating adequate financial controls.

**14. Confirmation of date, time and place of next meeting:**

14.1 Tuesday 19<sup>th</sup> February at 7.00 pm Whitley and Eggborough Primary School – Annex Building

**15. Closure of the meeting:** 9:05 pm