

Whitley Parish Council

1. The meeting was opened at 7.00 pm by the Chairman Cllr Humphrey.

2. Open Public Forum(OPF) 25th January 2020

2.1. There being no members of the public present at the meeting the public forum was closed by the Chair.

Minutes of the Whitley Parish Council Meeting held on 25th February 2020 at Whitley and Eggborough Primary School Annex Building Ref 12/20

3. **Present:** Cllr Humphrey, Cllr Walton, Cllr Blackburn, Cllr Cole, Cllr White, Cllr Woodhead, and Clerk to the Council J Hunter.

4. **Apologies for absence:**

4.1. Apologies for absence were received from Cllr Broadbent.

5. **Disclosure of Interest:**

5.1. There were no disclosures of interest from any member of the Council.

6. **Minutes of the meeting on 25th February 2020 of Whitley Parish Council.**

6.1. The Council agreed that the minutes of the Whitley Parish Council meeting held on 14th January 2020 are a true record and accordingly were signed by the Chair Cllr Humphrey.

7. **Opening matters for information and action as required:**

7.1. **Gale Common Extraction Proposal:** Following the Council meeting on the 14th January 2020 the Clerk advised that there were costs incurred by the Gale Common Action Group the expenditure of which the group is seeking to be covered by the Whitley Parish Council; specifically £96.00 for 2 banners, together with £35.94 and £48 for leaflets / flyers. This is in addition to the £48.48 of expenditure previously incurred in December and approved in the last meeting of the Council; total of £228.42.

The meeting discussed the nature of the Action Group and its relationship with the Parish Council. It was concluded that although the action group does include certain members of the parish council it is an association of residents that has no formal connection to Whitley Parish Council. For information, the action group has produced minutes of its meeting during which a range of steps to be pursued by the group were discussed together with cost implications and the intention to request some financial support from the Parish Council.

Proposed: Cllr White proposed that Whitley Parish Council provide up to £250 of financial support to the group to cover costs incurred to date on banners and leaflets. **Seconded:** Cllr Cole. **Carried:** Unanimously.

Action: Copy of action group minutes to be circulated to all Parish Councillors.

The Clerk provided details of the current status of the planning application in its progress through to review at a meeting of the Planning Committee which is now scheduled for 31st March 2020. The Councillors discussed the strategy to be adopted in representations to be made at this planning meeting on behalf of the Council. Given the diaries of Councillors it was agreed that the Clerk to the Council would speak on behalf of Whitley Parish Council. The Clerk would seek assistance from their planning consultant, who had prepared the report that was the basis of the formal objection lodged by Whitley Council, in the drafting of his verbal representation. It was considered important that the key points raised in the formal objection report should be concisely summarised during the verbal presentation to the planning committee.

The details of the formalities of the planning committee meeting were outlined including the numbers of speakers authorised to make representation and the time allocated to each speaker. The Council considered it important to encourage other residents to be present and speak at the planning committee meeting.

Action: Clerk to engage with the planning consultant in the preparation of the verbal presentation. Clerk to monitor the status of the application and confirm timing of the planning meeting.

Cllr White requested contact details for residents who wish to connect with the Gale Common Action Group. Cllr Woodhead confirmed that he was available to deal with any communication with the group via his phone number.

Cllr White reminded Councillors of his report on the site visit by the Planning Committee. Cllr Humphrey thanked Cllr White for his attendance during the visit and noted the strict limitations imposed on the presentation of any objections during the day.

- 7.2. **Portable PA for outdoor events:** Cllr Cole and Cllr Humphrey outlined the motives leading to the purchase of the portable PA and their recommendation that the Council adopt the equipment for use by the Council in support of community events. Given the poor experience of the Christmas Tree lighting in 2018 they considered that the 2019 tree lighting would be improved with enhanced audio. Cllr Humphrey acquired and deployed the kit that made a significant contribution to the success of the event.

The equipment provides a high-tech Bluetooth speaker with two microphones and amplifier. The equipment could be held by the Council and hired at an appropriate rental to support a range of community events, barbeques, karaoke, parties etc. It can also be used during the Remembrance Day Service.

Proposed: Cllr Cole, the cost of the portable PA system be reimbursed to Cllr Humphrey and the system be held to be used at Council events and made available to residents and community groups. **Seconded:** Cllr Walton. **Carried:** Unanimously.

- 7.3. **Councillor Training:** Cllr White recommended the various training courses available to Councillors organised by the Yorkshire Local Council Association and suggested that all Councillors would derive some benefit in attending some of the course to ensure that are fully informed of current legislation and best practice.

Action: Clerk to email contact details to the Yorkshire Local Council Association online portal for review by Councillors.

- 7.4. **NYCC Parish Portal:** Cllr White notified the Council of the existence of a NYCC Parish Portal, an online site through which any issues of concern in the County can be reported.

Action: Cllr White to investigate the process of registration and use of the online portal.

- 7.5. **Christmas Tree Lights:** Cllr Cole requested that the Council consider reimbursement of her £58.98 of expenditure in providing Christmas Lanterns and sweets to support the Christmas Tree Lighting event. The items were purchased to further enhance the experience of the children and adults during the event. Cllr Cole also outlined her ideas in the development of the Christmas Tree lighting event for 2020. The acquisition of additional lanterns, the greater participation of Children from the primary school in selection and singing of carols around the tree, presence of Father Christmas to distribute sweets, increase in advertisement of the event to encourage greater community involvement. Cllr Cole also shared her ambition to provision illuminated Christmas signs in the village qualifying this with the recognition that this may be at substantial cost and would require advanced notice to suppliers with orders for equipment needed by July 2020. Cllr White suggested the option of rental of street-lights citing the experience of neighbouring councils who have adopted the practice at the cost within an approximate budget of £100 per light.

Proposed: Cllr White that Cllr Cole be reimbursed the cost of the lanterns and sweets. Cllr Humphrey further suggested that this expenditure and the cost of the PA system referenced in 7.2 above be covered by the 2020 Christmas budget. **Seconded:** Cllr Humphrey. **Carried:** Unanimously.

- 7.6. **Gale Common Motor Cross:** The Clerk advised the Council that the Parish objections to the proposal previously discussed in the January meeting of the Parish Council have been lodged with Selby District Planning. The application had been provisionally scheduled for consideration at the planning committee meeting to be held on 4th March.

Action: Item to be carried forward for further consideration when the date of the planning meeting is confirmed.

- 7.7. **All Saints Church:** The Clerk advised that the appeal lodged with the Church Commissioners by a private resident in connection with the proposal for the suspension of services was still before the Privy Council for their review and consideration. In such circumstances no progress has been made in pursuit of the Whitley Parish potential claim against the Leeds Diocese for recovery of funds previously contributed to the Church for building works.

The meeting provided an update to Cllr Humphrey of the discussion arising during the Parish Council's January meeting that was conducted in Cllr Humphrey's absence. Cllr Humphrey shared with the Councillors his own understanding of the history of the Council's financial involvement with the Church that dated back about 10 years.

At a point sometime in 2010 / 2011 the Leeds Diocese warned of the potential closure of All Saints Church. A community action group was formed to consider response to this announcement, which culminated in a campaign to provide some financial support to the Church in its maintenance of its property. In particular, fencing for the property and a gate was provided with such a high quality specification that funds raised by the action group was insufficient to cover all the costs; Whitley Parish Council stepped in to finance the shortfall.

Details of the nature of the financial transactions involved can be established with reference to the Council minutes for this period.

Action: The Clerk to access the Council minutes for the years 2010/11 currently in archive with either Selby District Council or North Yorkshire County Council to ascertain the precise nature of the financial arrangements.

8. **Correspondence received:** The Clerk summarised details of correspondence received by email and post.

8.1. White Rose Update a newsletter from Yorkshire Local Councils Associations with various items of interest including.

- details of Planning Seminars helping councils to understand their role in the planning system at cost of £115.
- details of the Community Asset Fund from Sport England accepting applications between £1,000 and £150,000 dedicated to enhancing spaces in local communities that give people the opportunity to be active.
- details of Urban Tree Challenge Fund concerning invitation for applications for planning of large and small trees.

8.2. A newsletter from The Environmental Agency updating Councils on the plans and strategy for the management of flood risk in East Yorkshire in and around the Humber Estuary.

8.3. A notification from Selby District Council concerning its final decision in response to the proposal by BT to remove public call boxes, in particular its decision to accept the removal of the box in Whitley village.

8.4. A newsletter from the NYCC public health team which highlights some of the work the team have been doing in the previous 6 months.

9. **Planning matters:** The Clerk provided a summary of the planning applications for the month for review and consideration by the Council.

9.1. 2020/0131/HPA - Application from Mr & Mrs Annakin of Silver Birches, Doncaster Road, Whitley for the erection of first floor to bungalow, two storey front extension & single storey rear extension.

The Council have no comments to make in connection with the planning application.

10. Council Finance & Administration:

10.1. RFO Report as at 14th January 2020:

Bank/Account	Income since 1 st April 2019	Expenditure since 1 st April 2019	Of which is 106 expenditure	Current Balance	Notes/Comment
Santander Deposit	406.99	1,000.00	Nil	72,881.04	Interest paid monthly
Santander Current Account (Cash Book)	13,730.19	11,727.47	2,574.00	2,485.62	No interest
Total Bank Balances				<u>75,366.66</u>	
Less following funds:					
Protected 106 funds		3 x Play areas/ROS and the Tree Lines.		50,230.45	
Other protected funds		A19, Defibrillator fund		2,644.65 <u>69.60</u> 2,714.25	
Total Protected funds				52,944.70	
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	
Total protected/reserve funds				65,346.10	
Balance:					
Unprotected funds available to the Council		Current account balance + 106 Funds available to transfer		<u>10,020.56</u>	Includes cheques payable in 10.2

The Clerk presented his report on the financial position of the Parish Council and tabled detailed income and expenditure statements providing details of receipts and payments arising during the year to date. Cllr White confirmed his understanding that at the end of February 2020 the Parish had a financial surplus of income over expenditure of about £1,500 and that it is reasonable to estimate the surplus at the end of the year would be £1,000. That being the case suggested that the Council review the actual costs incurred during the year against the budget to establish details of the variances of actual cost against budget. Cllr Humphrey sought clarification that the Council had formally settled on a precept of £9,000 during their budget review in their Parish meeting in November 2020.

Cllr White noted the funds available to the council were currently standing at approximately £10,000 over and above ringfences monies and general reserves. This surplus will be carried forward into the new financial year although there may be additional costs that could be incurred in the future that will reduce the level of surplus such as expenditure in connection objections to the Gale Common

Extraction Proposal. In addition, the Council may wish to consider proposals for the purchase of Vehicles Activated Signs for deployment in the village at some significant cost that will impact the financial reserves.

Action: Clerk to provide analysis of the budget variance for the consideration of the Council.

- 10.2. **Accounts payable:** The following payments were approved for settlement by cheque.

Cheque No.	Payable to:	Amount: £
22444	Information Commissioners	40.00
22445	B Crossdale t/a PrintCom2	48.00

The Council approved the expenditure and cheques were raised and signed.

- 10.3. **Accounts Payable retrospectively:**

Cheque No.	Payable to:	Amount: £

11. Recreational Open Space in Whitley:

- 11.1. **ROS and Play Areas:** Cllr White and Cllr Humphrey facilitated a discussion to determine the preferred strategy in the follow up to the inspection report by HAG's and suggested that a working group be set up to consider options including the management of the inherent risks associated with the safe operation of the Play Areas.

It was agreed that Cllr White and Cllr Humphrey collaborate with support from Cllr Cole and the Clerk to investigate alternatives. Alternatives that may range from carrying out the repairs within the Play Areas as recommended by the inspection report to entire replacement of the equipment. Ideas tabled and discussed included initiation of measures to mitigate flood risk in the Daffodil Field; provision of additional equipment to cater for adults and older children; the possibility of seeking finances from suitable funds (e.g. Community Fund); consultation with residents via social media platforms to encourage ideas from the community.

Action: Cllr White and Cllr Humphrey work together to present an outline of possible alternatives with comparative costings.

- 11.2. **Parks and Verges:**

- 11.2.1. **Review of grass cutting:** The Clerk summarised details of the quotation received from George Fillingham for the cutting of Daffodil Field and the Nature Reserve; £180 per cut covering Daffodil Field and the Nature Reserve and a price of £350 to cut back brambles and prune wild roses along the paths in the Nature Reserve. The Clerk also confirmed that suitable positive references had been followed up with customers of George Fillingham.

Proposed: Cllr White that George Fillingham be contracted to undertake the management of grass cutting for all parks and play areas in the village. Bedford Mowing to continue with maintenance of the grass verges. **Seconded:** Cllr Humphrey. **Carried:** Unanimously.

The Council discussed the request from a resident adjacent to the tree line in Daffodil Park for action to be taken in the management of the growth of the adjoining trees that are impeding light and whose branches are encroaching on the boundaries of the their property. The alternative options in the maintenance of the tree line was considered including 'pollarding' of offending branches at an estimated cost of £550.

Action: Cllr Humphrey to inspect the trees and report back to the council.

11.2.2. **Nature Park maintenance:** Discussion of this item was covered in 11.2.1 above.

11.2.3. **National Spring Clean:** Cllr White tabled a suggestion that the Council organise a spring litter pick to coincide with the national spring clean, an event that is being encouraged to be actioned on dates between 20th March 2020 and 30th April 2020. All Councillors were in favour of the idea.

Action: Cllr White to liaise with Selby District Council to comply with the appropriate health and safety requirements and to manage the logistics of the litter pick.

11.2.4. **Community Payback Team:** Cllr White advised that the team had attended on 19th January and undertook path clearance in Daffodil Field. Since then there has been little opportunity to secure further services given the affect of the recent storms and flooding in the region.

Action: Cllr White to continue to liaise with the payback team to plan for work in the future.

11.2.5. **Tree Planting Programme:** The Councillors confirmed their support for the idea suggested by a village resident that the community be encouraged to take up the offer from the Wood Land Trust who are making tree saplings available for planting in gardens.

Action: Cllr Humphrey in conjunction with the village resident investigate the offer and the logistics involved and report back to the next meeting of the Council.

11.3. **Replacement of bench on Whitefield Lane and Litter Bins:** The Clerk advised that the installation of the bench and litter bin is being actioned but given weather conditions the work involved will be completed in the spring.

Action: Clerk to expedite the necessary work for completion as soon as practical.

11.4. **Roslyn Vacant Property:** The Clerk was not able to provide any details of progression with the matter. Little response has been received to emails addressed to the planning department.

Action: The Clerk to continue to press for an update.

11.5. **A19 Resurfacing:** The foot path resurfacing is confirmed to be included in work to be action in the new financial year.

12. A19 Safety matters:

- 12.1. **Speed Activated Sign:** Cllr White briefed the meeting on a meeting that he and Cllr Humphrey had with a member of Area 7 Highways Department. A scheme is available that enables Parish Councils to purchase Vehicle Activated Signs (VAS). The VAS would be fixed to a suitable point typically lamppost with an electrical supply for a specified period and then moved to another location in the village. The overall cost for a single VAS would be approximately £3,200 plus VAT that would include the unit and requisite fixings. It is envisaged that initially locations for the sign would be on the A19 by Silver Street at the southern end of the village and All Saints at the northern end. The councillors discussed various additional locations for the siting of the sign and considered the potential acquisition of more than one VAS.

The Councillors in principal unanimously agreed that the installation of a VAS sign would be worth considering and concluded that proposals be drafted for detailed evaluation at the next Council meeting.

Action: Cllr White to investigate the various options and put forward a detailed proposal with costings to the next Council meeting.

Cllr White has received a request from the Community Speed Watch in Eggborough to borrow the Whitley Parish speed gun on long term loan. Councillors raised no objection.

Action: The Parish speed gun to be made available to the 'Community Speed Watch' in Eggborough.

13. A.O.B.

- 13.1. Cllr Blackburn questioned whether the public footpath from Lee Lane to Heck had been reopened following completion of the drainage works. Cllr White undertook to enquire into the current status.
- 13.2. Cllr Blackburn confirmed that he had no email facility and consequently any communication or council documentation for his attention should be delivered by hand.

14. Confirm the date, time and place of next meeting:

- 14.1. **Next Parish Council Meeting:** Tuesday 24th March 2020 at 7pm Whitley and Eggborough CP School.

15. Meeting Closed: 9.07 pm.