

Whitley Parish Council

1. The meeting was opened at 7.30 p.m. by the Chairman, Cllr. Humphries.

Open Public Forum (OPF). 24th March 2018

2. Notes from the OPF:

2.1 Resident raised the following points.

- ✓ Mr M Walker mentioned that he had some observations to make following the public hearing concerning Heathcote's appeal but as this matter is included in the Council agenda he would wait until then to share his comments.

2.3 At 7.39 pm the OPF was closed.

Minutes of the Whitley Parish Council Meeting held on 24th March 2018 at Whitley & Eggborough Primary School. Ref 03/2018

(Minute numbers should be preceded by the above reference prefix)

3. **Present:** Cllr S Humphries, Cllr. A. Coney, Cllr J Watson, Cllr S Cole, Cllr J White

4. **Apologies:**

4.1 Apologies accepted. Cllr F Blackburn, Cllr K Walton

5. **Declaration of Interests:**

5.1 Cllr J White has accepted the position as Treasurer to Whitley Allotment Association

6. **0 Minutes of the last meeting**

6.1 The minutes of the meeting on 20th February 2018 were taken as read and agreed as being a true record and were then signed by the Chairman, with the exception of item 7.1 in which it was pointed out that both Cllr J White and Cllr S Cole were appointed to act as liaison on behalf of the Council in connection with the matter concerning the Future of All Saints Parish Church. The minutes were accordingly amended to reflect this decision.

- 7.0 **Ongoing matters for information and action as required:**

7.1 Future of All Saints Parish Church: Cllr J White summarised the progress in connection with the issue of the Church. A further meeting had been convened at the Church to discuss a collective approach going forward and a small working party has been appointed to co-ordinate action.

This group comprises Cllr J White, Mr D Broadbend, Mrs C Pien, and Fr M Marsh. It was decided that it was important to engage with the Whitley community and to that end a questionnaire would be designed and distributed via social media and house to house mail to gain understanding of the needs and feelings of the Whitley residents to the possible closure of the Church.

The Council agreed that it was important that we achieve not only full community engagement and support in the matter but also engagement with the Diocese. The needs of the church must also be considered; these are not purely financial but extend to achieving greater involvement of the community in the activities of the Church.

To that end Cllr J White had requested some guidance and information from the Diocese concerning other Churches that had dealt with similar problems that may serve as a reference / benchmark for the group.

Action: Cllr J White and Cllr S Cole to provide feedback of progress at the next Council meeting.

7.2 Wheelie Bin Stickers: Cllr J White presented to the Council the Wheelie Bin stickers that had been purchased and agreed that he on behalf of the Council he would distribute them to residents on the A19 and have them fixed to the road facing Waste Bins.

Action: Cllr White distribute Wheelie Bin Stickers

7.3 Appeal by Heathcoates Care: Cllr J Watson tabled a resume of the public meeting. Cllr Watson explained that much of the meeting involved discussion of the minutiae of Planning Law and its interpretation. However, the conclusion he has drawn is that fundamental errors had been made by Selby District Council in the discharge of their responsibilities and notwithstanding, the initial planning application was for a house of multiple occupancy it has effectively created a Care Home.

Despite this practice that through the hearing was brought into question it seems likely that their appeal will be successful.

Another matter of equal concern that was considered was the consequent impact of the parking in and around the area. Cllr Coney outlined the current situation with the volume of cars parked on Whitefield Lane which leads to severe traffic congestion at the junction onto the A19, a problem against which the Police seem to be unwilling to take action despite of the number of complaints lodged. Of equal concern were the reports of treats and abuse received by local residents in the area allegedly from the care home staff using the road for street parking.

It was observed that the issue of parking requirements was not part of the planning application and consequently the Highways department would not be aware of the potential issue.

Cllr Watson pointed out that Brendan Kelly the manager of the Care Home during the appeal meeting had recognised that parking was a major issue but did not accept that this was the cause of Care Home staff and visitors, however, he would be 'prepared to work with the Parish Council in the future to ameliorate the situation.

The Council concluded that it is not their role to deal directly with parking or issues of intimidation but in the interests of the community and local residents communication with Brendan Kelly may be appropriate to explore options including possibility of cars parking in the Church grounds or George and Dragon.

Action: Council to await the adjudication on the Appeal meeting and based on Inspectors Report consider follow up action.

7.4 Spring Newsletter: Cllr J White proposed the drafting and distribution of a newsletter to residents covering areas of interest and recent developments in the community. Cllr S Humphries undertook to prepare a first draft and present it for discussion / approval at the next Council meeting. Councils agreed to contribute ideas and subjects to assist in the production.

Action: Cllr S Humphries to produce initial draft of newsletter for discussion at council meeting on 24th April 2018.

7.5 End of WW1 Event: Cllr Watson explained that throughout the nation there will be a series of events to commemorate the end of WW1 which will be co-ordinated and facilitated by the Queens Pageant Master. The idea is that communities will come together on the evening of Sunday 11th November at 7.00 pm in remembrance of all those lost during the war, and set fire to a beacon of light.

The question to be concerned; do we organise such an event, if so what format should it take and should the Council make some financial contribution.

Discussion followed covering preliminary thoughts:

- Location would be an issue, it would need sufficient lighting; School, Pub, Church
- Would it be possible to include short service conducted by Fr Marsh?
- Does Whitley have a significant direct involvement in WW1?
- Is the usual remembrance service in the morning sufficient recognition?
- What do other neighbouring villages plan to do?
- Is any guidance available from the Queens Pageant Master?

Action: Cllr Watson to seek further understanding from Queen Pageant Master and investigate plans of other villages and present to next Council meeting.

7.6 Parking Restrictions on Learning Lane: Cllr Humphries presented details of a proposed application from the Primary School on Learning Lane to introduce limited parking restrictions in Learning Lane to improve child safety and avoid congestion. A plan was reviewed outlining the details of the timing that ensured sufficient car park space was available during drop off and pick up times.

The Council recognised that over the next few years given population demographics in the village there would be an increase in the number of pupils attending the school and appropriate access was going to become an important issue. It was noted that a plan by the school to add an additional point of entry to the school premises at the North section of the building adding an extra drop off point at the Roundabout would make access even smoother.

The school were seeking support from the Council over this proposal.

Action: Cllr Humphries proposed Council support the planned introduction of parking restrictions. Seconded Cllr White, Cllr Coney, Cllr Watson.

8.0 Correspondence received:

8.1: There were no documents relevant to the business of the Council for distribution.

9.0 Council Finance & Administration.

9.1 RFO Report as of 24th March 2018

Bank/Account	Income since 1 st April 2017	Expenditure since 1 st April 2017	Of which is 106 expenditure	Current Balance	Notes/Comments
Co-op Business Select Instant Access	(Old acc.) 567.25 (New acc.) 2.54 569.79	Nil	Nil	Nil	Account closed balance transferred to Santander
Co-op Current	Nil	Nil	Nil	Nil	Account closed balance transferred to Santander
Santander Deposit	72.94	Nil	Nil	75,965.44	Interest paid monthly
Santander Current Account (Cash Book)	17,638.31	16,6695.80	2,569.30	942.51	No interest
Total Bank Balances				<u>76,907.95</u>	
Less following funds:					
Protected 106 funds		3 x Play areas/ROS and the Tree Lines.		58305.80	
Other protected funds		A19, WHS Defibrillator fund		3,144.65 355.00 <u>69.60</u> 3,569.25	
Total Protected funds				61,875.05	
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				74,276.45	
Balance:					
Unprotected funds available to the Council		Current account balance + 106 Funds available to transfer		942.51 <u>2,569.30</u> 3,411.80	Does not include cheques payable below at 9.2

Resolved: The above accounts were explained and accepted by The Council. Cllr White sought clarification regarding the balance on the account at the end of the year, and whether this meant that during the year Parish Council had generated a surplus fund during 2017/18. Cllr Humphries and the Clerk explained that the bank balance was in fact a sum covering working capital rather than a generated profit from the management of the Councils precept.

9.2 Accounts Payable:

Cheque No.	Payable to:	Amount: £
22407	Yorkshire Local Councils Association	395.00
22408	J R Taylor – Daffodil Fields – Mole Catching	90.00
22409	J White – Wheelie Bin Stickers	80.00

Resolved: The above cheque payments were agreed by The Council and the cheque's signed by two authorised councillors. Cllr White sought clarification regarding the decision of the Council in connection with the management of Mole in the village. Cllr Humphries confirmed that it was his understanding that the Council had decided that the level of infestation in the village was such that the service of a mole catcher would not be required. The policy would be confirmed in the next meeting.

Action: Include Mole management as an agenda item in the next meeting.

9.3 Accounts Payable retrospectively:

Cheque No.	Payable to:	Amount: £

10.0 Recreational Open Space in Whitley

10.1 ROS and Play Area Inspection reports: The Clerk to the Council reported that the remedial recommended actions following the inspection report would commence on 4th April 2018 and be completed by 13th April 2018.

Cllr White noted that there was a lot of moss on the play area in Blackthorn Close and Lee View and this also needed clearing. Lee View needed "No Dogs Allowed" signage and there is a missing fence cross piece on Daffodil Field

Action: Clerk to liaise with Hag in the completion of the remedial actions and arrange for repairs to playing areas as necessary.

10.2 Parks and Ground Maintenance: Cllr Watson has agreed with Bedford Mowing Service for the renewal of their maintenance contract for 2018/19. Cllr Watson and Clerk will be the primary liaison contact with Bedford Mowing and both will receive notification of each visit so that activity and quality of service can be monitored.

The extent of briars and weeds on Gravel Hill and Thorpe Lane was noted adding to problem for walkers. Highways should be notified.

Action: Cllr Watson and Clerk monitor performance of Bedford Mowing throughout growing season. Clerk to notify Highways of overgrowth on Gravel Hill and Thorpe Lane.

10.3 Notice Boards: Cllr White noted that the public notice boards were in need of repair and maintenance.

Action: Quote to be obtained for maintenance of notice board.

10.4 Swing removed from Daffodil Field: Clerk confirmed that insurance claim accepted by AON with excess of £125.

Action: Clerk to action insurance claim and order replacement swing.

10.5 Daffodil Field Action Plan: Cllr White presented action plan for the cleaning and tidying of Daffodil Field.

Bench needs cleaning down and treating. It is a simple job that Cllr White volunteered to action with the aid of a Jet Wash that could be hired.

Other general maintenance tasks could be undertaken with support from Community Payback teams, although issues of supervision and management of the members of the team may be a concern for some residents.

Additional resource could be available from Friends of Whitley enlisting volunteers to take action.

Surface water in Daffodil Field presents considerable barrier to its use as a recreational area. The problem is the level of the water table. Options and costs should be considered in ways in which excess water can be managed.

Action: Cllr White to obtain quote for hire of Jet Wash, learn more about the Community Payback Teams and the process of engagement, enquire with drainage company to investigate options in connection with management of water drainage in field.

13.0 Data Protection Act.

13.1 Data Protection Act: The Clerk presented a draft copy of the Data Protection Policy for review and approval by the Council.

Action: Clerk to circulate copy of the draft Data Protection Policy to all Councillors for approval.

14.0 A19 Safety matters:

14.1 Speed Camera Data: Data to be presented and reviewed on a quarterly basis; next statistics due for review at council meeting on 22nd May 2018.

Action: Statistical Data to be reviewed in three months time on 22nd May 2018.

15.0 A.O.B.

15.1 Council Tax Precept: Cllr Watson noted that the Whitley Council precept is the second lowest amount in the 2018/19 tax year.

15.2 Dog Fouling: The issue of the increase extent of dog fouling on Lee Lane was mentioned with a suggestion that more signs may be erected as a reminder to the dog walkers.

Action: Consider costs of refreshing signage in the village and make contact with dog wardens

16.0 Confirm the date, time and place of next meeting.

16.1 Next Parish Council Meeting: The next Parish Council meeting was confirmed for Tuesday 24th April at 7.30pm, Whitley & Eggborough School.

17.0 Closure of meeting.

17.1 Chairman closed the meeting at 21:33

Signed as a true record:

Chairman:

Date:

Signed as a true record:

Councillor:

Date: