

Whitley Parish Council

1. The meeting was opened at 7:00 pm by the Chairman Cllr Humphrey.

2. Open Public Forum (OPF) 18th June 2019.

2.1. There being no matters or questions raised by members of the public the forum was closed at 7.05pm.

Minutes of the Whitley Parish Council Meeting held on 18th June 2019 at Whitley & Eggborough Primary School Annex Building Ref 06/19

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

4. **Apologies for absence:**

4.1. Received from Cllr Blackburn.

5. **Disclosure of interest:**

5.1. There were no disclosures of interest advised by Councillors.

6. **Minutes of the meeting on 21st May 2019:**

6.1. Cllr White made the following comments:

6.1.1. In the second paragraph of section 7.2 reference is made to the parochial church commission of Leeds; technically this should be the parochial church council of the parish in the diocese of Leeds. The minutes were amended accordingly.

6.1.2. In section 13.1 of AOB reference was made to receipt of Heritage Trail leaflets from Andrew Watson this should read Andrea Watson. The minutes were amended accordingly.

6.2. Subject to the above the Council agreed that the minutes presented are a true record of the meeting held on 21st May 2019 and accordingly the minutes were signed by the Chair.

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

7.1. **Community Mapping Project:** Cllr Humphrey welcomed two representatives from the Office of the North Yorkshire Police, Fire and Crime Commissioners; Sam Hutchison the Community Mapping Project Officer and his colleague Tom Thorp. They provided details of the project whose primary objective is to build a data base of key stakeholders in the County to improve how the commission communicates with the community. The approach has been to visit each district in the County to establish what is going on in each area beginning with Parish Councils to provide a gateway into the local community. The aim is to collect information in three areas; Community, Communication and Concerns.

7.1.1. **Community:** The Council provided an outline of the nature of the community within Whitley and explained that the village as such has limited resources with no village hall and the nearest shopping facilities being based in Eggborough. They pointed out the primary school and the church which is currently being subject to the consideration of a proposal for the cessation of services. They mentioned the village pub that provides some hub for community activities, the PTA that organise some events throughout the year in connection with the school, a mother and baby unit that meets in Eggborough, a private nursery, an active allotment society and a park. There are also local business Shaw Coaches, Tunstall Health along with a Farm Shop and Garden Centre both based in the nearby village in Wormesley.

7.1.2. **Communication:** The Council runs an effective social media resource with a Parish website, a Facebook page that has a following of over 400 people. The key issue is that the village does not have a central hub. The resources suitable for direct communication with residents were discussed, the notice boards, post office at Eggborough, the village pub, an annual newsletter and occasional leaflet drops as the need arises distributed to all homes in the village. Going forward these hard copy documents could include contact details of local police officers and information on crime prevention issues; fraud, scams, security and burglary that can be provided by the Crime Commission.

The merits of the North Yorkshire Community Messaging service were discussed, and hard copy information leaflets provided for posting onto the notice board. In addition, pdf copies will be emailed to Cllr Humphrey for insertion onto the Parish social media pages.

The regular community surgeries conducted by Julia Mulligan (North Yorkshire County Crime Commissioner) were discussed and a possible venue for such a surgery to be run in the area were considered with the conclusion that the Whitley Primary School Annex Building would be suitable to cover not only residents of Whitley but also those of Eggborough.

It was pointed out that one of the purposes of the mapping exercise is to identify community groups residents within which share similar concerns and interests and who would therefore be inclined to attend surgeries hosted at some central location to these groups. To illustrate the point, currently meetings are held in Tadcaster, Selby and Sherburn; it was agreed that it was unlikely that Whitley residents would be interested in attending Tadcaster or Sherburn surgeries but may be prepared to attend Selby meetings.

7.1.3. **Concerns:** There are limited crime concerns for residents except for speeding through the village. The history in the deployment of the camera vans was outlined and although there is little cause for concern in connection with crime the issue remains of the demonstrable evidence of visible police presence in the village. The local community police are known to the council who have been invited in the past to council meetings but this is no longer the case as the council recognise that police time is valuable and it is understood that public sessions are held including police attendance at Community Engagement Forums.

Whitley village is a rural community next to a motorway and as such may be subject at times to spates of criminal activity brought into the village by opportunist gangs travelling from locations far and wide; committing burglaries, car thefts and more recently poaching.

Notwithstanding, the key concern is speeding, in prevention of which the council has sought to explore many remedies in consultation with the North Yorkshire highways department including speed bumps, rumble strips, raised paint, and refuge points, all of which have been declined. Nor can the council have fixed cameras as the North

Yorkshire County cite research that suggests that temporary cameras produce a better outcome in achieving sustainable speed reduction. There also seems to be inconsistency in the deployment of speed notification cameras'; cameras that advise drivers of their actual speed along stretches of road. Certain districts are provisioned with notification cameras whereas the council have been advised by highways that this equipment is not available within North Yorkshire.

Fly tipping is also an issue as Whitley being a rural community offers easy access for perpetrators. The Council were informed by Tom and Sam that the issue of Waste Crime is receiving increasing attention and profile, who recommended that it is worth ensuring that all fly tipping is reported to the police. If a pattern of hot spots emerges in a region some proactive preventative work may be initiated.

Action: pdf copies of community letter and poster to be forwarded for publication through Council social media pages both the Council website and Facebook. The Digital engagement officer of North Yorkshire police to be provided with details of the Council's Facebook group.

- 7.2. **Gale Common Extraction Proposal:** The Clerk tabled two lever arch files and an electronic copy received from EP UK Investments containing comprehensive details of the planning application with documentation and analysis supporting the application. The clerk observed that from his examination of the paperwork that considerable effort has been invested in the evaluation of the extraction proposal with analysis and provision of advice from expert consultants on the impact of the venture to the community and geographic area. It essentially concludes that there will be no significant impact on the local environment in all aspects, noise, air quality or traffic flow. Cllr Humphrey expressed his continued disbelief in this position. The meeting engaged in a wide-ranging discussion on a suitable approach by the Council in serving a clear and decisive objection to the application especially in its effect on residents of Whitley village.

Cllr White sought to establish details of the timing of the application; when it was lodged and timescales for appeal and expressed his view that the Council should seek support and advice from John McCartney in his capacity as North Yorkshire County Councillor and Selby District Councillor.

The Clerk advised that there was no evidence of the lodgement of any planning application with North Yorkshire County Council and that he had requested full details of the application reference from EP UK Investments Ltd.

Cllr Humphrey suggested that based on previous experience of lodgement of objections to planning applications supported by such a wealth of consultative expertise that there is a danger that the voice of the local community would be buried under volumes of technical analysis whether accurate or otherwise. He suggested that the council may need the guidance and support of an appropriately qualified planning consultant to defend their position and objection to the proposal. Cllr White expressed concerns that the cost of such expertise may be substantial and any appointment should be handled with care.

The Council also concluded that engagement with the Campaign for the Protection of Rural England may also prove to be tactically advantageous.

Action:

- Cllr White to arrange a meeting with NYCC John McCartney to discuss the planning application and subsequent actions / strategy to be adopted.
- Cllr Humphrey to refer to the planning consultant who had previously offered some advice in connection with Gale Common Motor Cross to establish options on how the Council could proceed; what was possible what was not possible, whether consultative support would be advantageous and if so what would be the magnitude of cost.

- Cllr Humphrey and Cllr White to research the process through which the Council can engage with the Campaign for the Protection of Rural England.
- Clerk to establish full details of the planning application; reference numbers and timelines for the review of the application.
- Cllr Cole to review the hard copy documentation and pass the files onto to Cllr White
- Clerk to upload the electronic copy of the planning documentation onto drop box and email a access link to all Councillors.

7.3. **Gale Common Motor Cross:** The Clerk advised the meeting that he had responded to the email from Selby Council Planning enforcement informing the council that the matter of the Motor Cross was in the process of examination and that we would be notified of findings when completed. He explained that he had lodged a private public information request for details of the number of Motor Cross meetings planned for the year to November 2019 a requirement imposed on the Motor Cross organisation under their planning approval. He also advised that he is maintaining a log of the date and time of meetings.

Action: Clerk to maintain contact with Selby planning enforcement and establish details on the conclusion of their enforcement investigations.

7.4. **All Saints Parish Church:** The Clerk advised the meeting that a confirmation of the receipt of the representations lodged by the Council had been received from the Leeds Diocese. It outlined the ongoing process; the proposal together with representations have been submitted to the Church Commissioners for review; following their assessment they will decide whether to hold an open public meeting at which individuals may make verbal representation in support of their positions or whether the matter will be discussed in private session. Given the current workload of the Church Commission it is likely that this will not be scheduled before September.

7.5. **Whitley Community Group update on status:** Cllr Humphrey provided an update on the position of the Group. It appears there are four remaining members of the group. A business plan has been prepared that was shared with Cllr Humphrey and the Clerk to the Council in their private capacity seeking their comments on the draft document with the request that it should not at this stage be shared with members of the Council. Cllr Humphrey observed that as the Council are not presently involved in any capacity with the Community Group that he feels obliged notwithstanding his personal preference to respect the wishes of the community group. In any event it seems that the Group are holding off action until the conclusion of the Church Commissioners consideration of the proposal for cessation of services.

8. **Correspondence received:**

8.1. The Clerk provided the council with login details onto the website of the Local Council update site that provides a full library of current and historic copies of the bi-monthly newsletter. In addition, hard copies of each bi-monthly publication will be circulated.

8.2. The Clerk shared the contents of a letter from the Empty Homes office of Selby Council concerning the Rosslyn Property advising that the property has been sold and a detailed planning application will be submitted in the near future.

9. **Planning Matters:**

9.1. Lists of weekly planning applications have been circulated to Councillors via email. The only items relevant to Whitley was Sunnymede a single storey addition to an attached double garage about which there were no objections.

10. Council Finance & Administration:

10.1. **RFO Report as at 18th May 2019:** The Clerk presented the following financial summary of expenditure to 18th June 2019:

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	111.09	1,000.00	Nil	72,585.54	Interest paid monthly
Santander Current Account (Cash Book)	5,917.33	3,956.59	532.00	4,779.93	No interest
Total Bank Balances				<u>77,365.47</u>	
Less following funds:					
Protected 106 funds		3 x Play areas/ROS and the Tree Lines.		52,272.45	
Other protected funds		A19, WHS Defibrillator fund		3,144.65 355.00 <u>69.60</u> 3,569.25	
Total Protected funds				55,841.70	
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				68,243.10	
Balance:					
Unprotected funds available to the Council		Current account balance + 106 Funds available for transfer		<u>9,122.37</u>	Includes cheques payable in 10.2

The Clerk presented his report on the financial position of the Parish Council and tabled an income and expenditure statement providing details of receipts and payments during the year to date.

- 10.2. **Accounts Payable:** The following cheque payments were approved, and the cheques prepared and signed.

Cheque No.	Payable to:	Amount: £
22368	HMRC - PAYE	123.40
22369	J R Hunter - salary	494.50
22370	Bedford Mowing Services	657.60
22371	North Yorkshire County Council – VAS contribution	500.00
22372	Printcom2 – t/a Brian Crossdale	50.00

- 10.3. **Risk Assessment:** The risk assessment document was reviewed by the Council.

Proposed: Cllr Cole, having assessed the various risks to which the Parish Council is subject the risk evaluation summarised in the tabled document is approved.

Seconded: Cllr Humphrey, **Carried** unanimously.

- 10.4. **Bank Mandate & Cheque Signatories:** The revised bank mandate adding Cllr White as a cheque signatory was tabled and signed by Cllr White.

11. Recreational Open Spaces in Whitley:

- 11.1. **ROS and Play Areas:** The Clerk provided details of quotations from Hags for the inspection of the Play Areas. Two alternatives were considered; a one-off annual inspection at a cost of £120 per site, £360 plus VAT in total, or an annual inspection plus three visits during the year to monitor site condition at a cost of £300 per site, £900 plus VAT.

The work would be completed in approximately 8 weeks from order.

Proposed: Cllr Cole Hags be requested to conduct a single annual inspection of all sites at a total cost of £360 plus VAT **Seconded:** Cllr Walton **Carried:** unanimously.

Cllr White noted that the gate on the Lee View site does not close. Any issues will no doubt be picked up during the inspection but in the meantime Cllr White will examine the mechanism and repair if possible.

Cllr White noted that on occasion the gate on Blackthorn Close is not securely bolted; this is a job that can be ideally referred to a Council handyman. Cllr White provided the Clerk with the business card of Jake a local handyman to make contact.

Cllr White advised that the Community Payback Group will be returning to complete further work in Daffodil Park over the next two weekends. Several specific park maintenance issues were brought to the attention of the meeting:

- A silver birch tree is leaning over in the park this may need attention at some point although given the nature of the soil it may be difficult to correct.
- The removal of the green waste remains outstanding for action.
- The flower beds are in a state and may need some bark spreading to suppress weed growth.
- The grass in the park is looking a little long with 3 weeks of growth since the last cut. The agreed schedule is 2 weekly however the recent bout of heavy rain may explain the delay.
- The ground around the hedges will need some application of herbicidal spray.

- The grass around the War Memorial needs some strimming.
- The hedges surrounding the Calor Gas enclosure need some attention however this is the responsibility of Calor.
- The hedges at the perimeter of the Daffodil Park will need trimming again as last year. Richard Dixon could be approached to undertake the cut.
- It is worth noting the drainage in the park has much improved possibly thanks to the extensive work being undertaken on behalf of the Coal Board.

11.2. **Parks and Verges:**

11.2.1. **Review of grass cutting frequency:** The Clerk updated the Council on the agreed cutting schedule following his and Cllr Humphrey's onsite meeting with the contractor. The Play Areas and Park will be cut once every fortnight, the verges will be cut every month and the Silver Street bund twice per year. It was noted that there has been some delay in the Park cut due to rain fall.

The detail costings of the planned cuts was reviewed indicating a cost of £4,700 for the year, £1,200 of which will be covered by the precept the remainder from the 106s reserved funds.

11.2.2. **Christmas Tree at George and Dragon:** Cllr Cole acknowledged following further enquires that a Christmas Tree could grow successfully in acid soil. Cllr White confirmed that having tested the soil at the proposed site the PH was approximately 6 and was advised by the owner of a local tree plantation that these soil conditions provided a conducive habitat for the type of tree proposed. Cllr White advised that he had received a quote for £350 plus VAT for a 10ft Norwegian Spruce with a rate of growth of 12 to 18 inches per year. It was agreed that Cllr White liaise with the management of the George and Dragon to agree the precise location of the tree and gain their approval.

Action: Cllr White to confer with George and Dragon Pub to confirm the tree planting and table a plan of action at next Council meeting.

11.2.3. **Repair of bins on Learning Lane and Daffodil Park:** The Clerk advised that he had not been successful in getting in touch with the handyman recommended by Cllr Cole, however following receipt of the phone number and business card he will make phone contact with Jake. The Clerk also mentioned he had been in contact as an alternative with a garden contractor and had arranged to meet to discuss the notice board on Friday 21st June. Given the extent of maintenance work required in the Park he questioned whether the Council were interested in exploring the provision of garden services in addition to those supplied by Bedford Mowing. Cllr White speculated that such a contract could include the execution of regular and particular maintenance tasks including weeding, keeping the edges neat and litter picking. In addition, work to enhance the park could be included in the general specification.

Action: Clerk to meet with gardener and explore potential Park maintenance ideas.

11.2.4. **Notice Board for Daffodil Park:** The matter is ongoing

11.3. **Replacement of bench on Whitefield Lane:** The matter is ongoing completion of which will follow the sourcing of suitable handyman.

12. A19 Safety Matters:

- 12.1. **Speed Camera:** The speed camera has been installed and is functioning satisfactorily.
- 12.2. **Resurfacing of A19:** The Clerk advised the Council that an email pointing out the Council's dissatisfaction with the resurfacing work undertaken and the quality of the clean-up. A response is awaited. Cllr White shared with the Council that he had made enquiries with NY and Selby District County Councillor McCartney regarding the progress of the provision of yellow lines on Whitefield Farm Close and was awaiting response. Cllr Walton questioned the state of the public pathways in the village and was reminded that this had been addressed with highways and that the Council had been advised that such maintenance work was included within the budget for 2020/21.

13. A.O.B.

- 13.1. Cllr Cole advised that the Whitley Allotment Association is struggling to rent the remaining vacant spaces. The item will be put on the agenda for discussion at the next meeting.
- 13.2. Cllr White suggested that given that the compliment of the Council is 2 below the specified level that consideration needs to be given to co-option. The item will be added for discussion on the agenda for the next meeting.
- 13.3. Cllr White questioned whether the heritage archive documents had been returned to Cllr Blackburn by A Coney. The Clerk to contact Cllr Blackburn to establish the status.
- 13.4. Cllr White questioned whether the issue of the route taken by the HGV lorries through the village had been raised with the Mushroom Farm. The Clerk informed that a letter had been sent addressed to the transport manager requesting that he inform all drivers of the prescribed one-way routes and the prohibition of Silver Street.
- 13.5. Cllr Humphrey sought assistance from Councillors in the distribution of the newsletter. Streets were allocated and the requisite numbers of newsletters apportioned for leaflet drop.

14. Confirm date and time of next meeting:

- 14.1. **Next Parish Council Meeting:** Tuesday 16th July 2019 at 7.00 pm Whitley & Eggborough School Annex Building.

15. Meeting Closed: 9:15 pm