

# Whitley Parish Council

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

## 2. Open Public Forum(OPF) 28<sup>th</sup> July 2020

2.1. There were no members of the public present during the virtual meeting.

2.2. The Chair closed the public forum.

## Minutes of the Whitley Parish Council Virtual Online Meeting held on 28<sup>th</sup> July 2020

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

### **4. Apologies for absence:**

4.1. Apologies for absence were received from Cllr Blackburn.

### **5. Disclosures of interest:**

5.1. It was noted that Cllr T Woodhead, Cllr S Cole and Cllr D Broadbent are members of the Gale Common Action Group. A community group campaigning against the Gale Common Ash Extraction planning application that is due for consideration by the North Yorkshire County Council planning committee.

5.2. There were no other interests registered.

### **6. Minutes of the virtual video conference meeting held on 19<sup>th</sup> May 2020 of Whitley Parish Council:**

6.1. The Council agreed that the minutes of the Whitley Parish Council meeting held on 16<sup>th</sup> June 2020 are a true record and accordingly were approved for signature by the Chair Cllr Humphrey.

**Action:** Clerk to deliver a copy of the minutes for signature by Cllr Humphrey.

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

7.1. **Gale Common Extraction Proposal:** The Clerk provided the meeting with an update on the current status of the application. The latest communication from the clerk to the planning committee was that the application would certainly not be considered during the forthcoming virtual planning meeting scheduled for 31<sup>st</sup> July 2020. Notwithstanding, a request to speak at the meeting in which the Gale Common Application is to be considered has been formally lodged; the planning clerk has provided assurances that the Council as an interested party will be kept informed of matters and timing of meetings in connection with the proposal.

**Action:** Clerk to monitor status of the application and advises Councillors as matters are progressed.

7.2. **Jet Wash:** Cllr White informed the Council that following confirmation from the Clerk of the adequacy of the public liability insurance to cover any cleaning activity conducted on the

village signs, that he had purchased the jet wash. The Clerk advised that a cheque request for reimbursement has been included in item 10.2 of the agenda.

- 7.3. Christmas Lights:** Cllr Cole summarised details of her preliminary investigation into the logistics and cost of the provision of Christmas Lights. Her recommended alternative is the rental of light fittings for a specified number of lamp posts at a cost in the region of £150 each fitting. Cllr Humphrey concluded that the Council will need to decide on the number of posts to provision with lights which will be a function of the budget to be allocated and consideration of the perceived value to the village. Cllr Cole assured the meeting that provided decisions can be reached during September there will be sufficient lead time to ensure Christmas lights are provided for December 2020.

**Action:** Cllr Cole and the Clerk to provide detail costings for consideration during the next Council meeting in September 2020.

- 7.4. Memorial to Councillor John Watson:** Cllr Humphrey brought to the attention of the Councillor an offer from the previous Clerk to the Council of an Oak Tree that could be planted as a memorial to the Late Councillor John Watson. The meeting welcoming the idea considered some of the issues and practicalities; where would the tree be located, the funding and provision of a memorial plaque and the nature of any ceremony. It was concluded that in principle the idea was good and that to take things forward Cllr Humphrey would discuss the idea with Cllr Watson's widow.

**Action:** Cllr Humphrey to discuss the memorial with Cllr Watson's widow.

- 7.5. Training:** Cllr White questioned whether any other Councillors had considered attending any of the several training courses made available during the year. He noted the presence of a budget allocation in the finances of the Council to cover such expenditure and recommended the course designed as an introduction for new Councillors that he had attended the previous year following his appointment as a Councillor.

Cllr Broadbent and Cllr Humphrey recognised the value of attendance of this form of training.

**Action:** Clerk to keep the Councillors updated with the timetable and availability of training courses.

- 7.6. Councillor Blackburn:** The meeting discussed the current situation with Cllr Blackburn who in the absence of appropriate technology is unable to attend the virtual Parish meetings and has therefore missed the last 4 meetings. Councillors considered the options including the formation of a bubble between Cllr Blackburn with another Councillor to facilitate his attendance from their home. However, it was recognised that as a member of a vulnerable group careful consideration and assessments would be required to avoid unnecessary risk. In the meantime, it was considered that Councillors should be encouraged to keep in touch with Cllr Blackburn to poll his views on issues to ensure that his opinions on the various matters discussed are represented.

The issue of the long-term continuation of Parish meetings via video conference was discussed with speculations that it could be several more months before face to face meetings would return. It was felt that contact could be made with the school to establish their own intentions concerning their granting use of the School Annex for Council meetings. In addition, it was agreed that consideration could be given to alternative options such as the use of Eggborough Village Hall.

**Action:** Clerk to communication with the primary school to investigate availability of the Annex Building of school to accommodate Parish Council meetings.

- 7.7. August meeting:** The possibility of scheduling an additional meeting in August was considered given possible issues arising from the outcome an any planning committee

meeting in connection with the Gale Common Ash Removal or requirements to progress with the provision of Christmas Lights. It was decided that the original meeting schedule with remain; the next meeting would be 8<sup>th</sup> Sept 2020 unless matters arise during the progress of the Gale Common Ash Removal application that would warrant a Parish Council meeting in August.

- 7.8. **High Street Broadband:** The provision of broadband throughout the village was discussed prompted by the presence of recent posts on the Whitley Community Facebook page concerning general access to high speed fibre broadband. It was concluded that BT has provisioned the village with the capability of delivery of top of the range access. Speed of access would only be limited by the quality of the cabling routed from the BT box to each street and home.

**Action:** Cllr White to add a comment onto the Whitley Facebook confirming the level of high-quality fibre provision the only limitation being subject to the nature of cable supply to each home.

- 7.9. **Footpath:** Cllr White sought clarification concerning the current state of the implementation of the diversion of the public footpath between Lee Lane and Heck. The Clerk advised that he had not yet pursued enquiries into the matter and was informed by Cllr Humphrey that this long standing issue has been ongoing for some years and advised that Selby District and North Yorkshire County Cllr John McCartney had in the past taken some interest in the set up of the public footpath and would be in a position to provide further insight into the current status.

**Action:** Clerk to make enquires to SD & NYCC McCartney to establish his understanding of the current status of the public footpath in addition to raising the issue with NYCC public footpaths.

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

- 8.1. Correspondence received other than communications that are included under the specific agenda items was as follows:

8.1.1. The clerk advised that a hard copy of the Local Council update is available for distribution but can also be accessed online. Councillors requested that the Clerk provide details for online access.

8.1.2. A notice from Area 7 Highways advising of the closure of Learning Lane for road repairs to commence on 22<sup>nd</sup> August 2020 for a period of 7 days was noted.

8.1.3. An email from a local resident in Lee View expressing some concerns regarding the congregation of young adults around the Play Area in Lee View.

8.1.4. An email from a local resident offering voluntary services in the maintenance of the park and garden in Daffodil Park.

8.1.5. An email from the Keep Britain Tidy promotion encouraging the organisation of a litter pick between 11<sup>th</sup> & 27<sup>th</sup> September 2020. Cllr White advised the meeting that to his knowledge Selby District Council were not supporting the organisation of litter picks at this time and would not therefore be supplying equipment or resources for the local organisation of litter pick events.

8.1.6. An email from a gardening contractor in Snaith promoting and offering services in general garden maintenance to the Council.

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

9.1. **2020/0706/HEN** - Mr Craig Pearson, Beech Moor Lodge, House extension, notification for an orangery to the rear extension. Noted with no objections or comments.

9.2. There were no planning applications granted approval during the month.

**10. Council Finance & Administration:**

**10.1. RFO Report as at 21/07/202:**

<b>Bank/Account</b>	<b>Income since 1<sup>st</sup> April 2020</b>	<b>Expenditure since 1<sup>st</sup> April 2020</b>	<b>Of which is 106 expenditure</b>	<b>Current Balance</b>	<b>Notes/Comment</b>
Santander Deposit	137.70	2,000.00	Nil	71,052.70	Interest paid monthly
Santander Current Account (Cash Book)	6,830.00	7,911.93	2,550.00	1,049.79	No interest
<b>Total Bank Balances</b>				<b><u>72,102.49</u></b>	
<b>Less following funds:</b>					
Protected 106 funds		3 x Play areas/ROS and the Tree Lines.		47,680.45	
Other protected funds		A19, Defibrillator fund		2,644.65 <u>69.60</u> 2,714.25	
Total Protected funds					
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>				62,796.10	
<b>Balance:</b>					
<b>Unprotected funds available to the Council</b>		Current account balance + 106 Funds available to transfer		<b><u>9,307.39</u></b>	Includes cheques payable in 10.2

The Clerk presented his report on the financial position of the Parish Council with reference to detailed income and expenditure statements providing details of receipts and payments for the period from 1<sup>st</sup> April to 21 July 2020. In addition, the clerk presented details of the

Parish Balance Sheet showing the value off capital assets held in the Parish and its total financial resources.

#### Review and status of VAT claim

The Clerk presented full details of the value of outstanding VAT to claim amounting to £1,200.40. The Clerk explained that although the annual VAT claim can now be raised he recommended that the claim be delayed until after completion of the purchase of the Vehicle Activated Sign so that the VAT element included in the purchase invoice for the equipment can be recovered within the Councils 2020 claim rather than it being held over until July 2021.

The Clerk also, presented details of the previous VAT claim that was raised in July 2019 amounting to £3,312.86 covering VAT recovery for purchases from May 2017 to July 2019 together with a copy of the Bank Statement showing the amount of the refund being deposited in the Parish Current Account.

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

<b>Cheque No.</b>	<b>Payable to:</b>	<b>Amount: £</b>
22460	Citizens Advice Bureau – Hambleton & Richmondshire	300.00
22461	Selby Council – Chairman’s Appeal	150.00
22462	Selby District Vision	100.00
22463	Kellington and Whitley PCC	100.00
22464	J R Hunter – Clerk Salary	988.81
22465	HMRC - PAYE	247.00
22466	J White – purchase of jet wash	127.98
22467	George Fillingham – grass cutting and tree cutting	2,928.00

The Clerk presented a summary of the billing for the grass cutting by George Fillingham detailing the location and frequency of the cuts undertaken. Cllr White raised the issue of the cutting of the bund alongside Silver Street and the strip of verge from the Rosslyn Property to Garnsway. In approving the payment Cllr White requested these two omitted cuts are queried and rectified.

**Action:** Clerk to follow up with the garden contractor the verge cuts.

- 10.3. Accounts Payable retrospectively:** The following retrospective payments made by cheque since the last council meeting were approved.

<b>Cheque No.</b>	<b>Payable to:</b>	<b>Amount: £</b>

- 10.4. Transfer of funds from deposit account:** The transfer of £2,000 from the deposit account to the current accounts was approved.

## 11. Recreational Open Space in Whitley:

### 11.1. Parks and Verges:

**11.1.1. Parks & Playground Maintenance:** Access to resources in the provision of garden maintenance within the park was considered including the recent offer from a local resident volunteering time to an enquiry from a professional contractor based in Snaith promoting gardening services. It was recognised that given the current social distancing restrictions it was unlikely that the Community Payback team would be available to carry out any work in the village, at least in the short term. Given the constant requirement for ongoing maintenance, weeding and tree management etc it was concluded that all avenues should be pursued in sourcing support and therefore a meeting with the volunteer and the professional contractor would be worthwhile to explore how the different offers could be deployed.

**Action:** Clerk to contact all parties to facilitate meetings to discuss requirements and service.

The Clerk advised that Council that the repair work by HAGS was scheduled to be commenced with the next two weeks. Cllr White advised that the painting of the play equipment was schedule to begin in the week commencing 16<sup>th</sup> September.

**11.1.2. Management of Trees on Daffodil Park:** The Clerk advised the meeting that receipt of a quote for the management of the tree line in the Park and Lee View is outstanding. The Clerk following enquiries with the contractor had established that their organisation was not able to offer specialist garden maintenance services their primary focus being in grass cutting and tree surgery.

**Action:** The Clerk to pursue the provision of the quotation for tree management in Daffodil Park and Lee View and also establish what can be done to improve the quality of the area in front of the football posts including the rolling or levelling of the ground.

The growth of the hawthorn hedge surrounding the Calor enclosure was discussed; Cllr White advised that he has made several requests to Calor for the completion of the hedge cut.

**11.1.3. The Nature Reserve:** Cllr White referred to the Whitley Community Facebook page concerning comments made regarding the state of the Park which made reference to visible remnants of campfires and excessive litter. Cllr Woodhead reported that having recently visited the park he had noticed evidence of campfires and that the footpaths are somewhat overgrown with nettles and brambles.

**Action:** Clerk to consult with contractor to obtain recommendations and quote for cutting of paths and management of undergrowth.

**11.1.4. Verge Cutting:** The meeting agreed the maintenance of the verges is proving to be satisfactory however, the bund alongside Silver Street and the section of land from Rosslyn to the Garnsway property needs to be completed. In addition, it was noted the strip of land at the boundary of the Poskitts' field with Whitefield Land was considerably overgrown with nettles and weeds. This is the past has been managed by Poskitts'

**Action:** Clerk to liaise with the contractor to ensure the bund and strip of land is included in the grass cutting schedule. Clerk to approach Poskitts' to request management of the nettles and weeds adjoining their field.

11.1.5. **Bench on Whitefield Lane:** The contractor will be installing the bench on this coming weekend.

11.2. **Other issues or matters to report:** there were no other items for discussion.

## 12. A19 Safety:

12.1. **Purchase of additional Vehicle Activated Signs (VAS):** The Clerk advised that the order has been submitted and we are awaiting details of timing for the installation.

12.2. **Police & Crime Commissions Road Safety Fund:** Cllr White suggested that the Council may wish to consider making an application to the fund to improve road safety within the village. The underlying principle being that ideas could be shared between Councillors for projects that would attract contributions from the safety fund. Possible investments that could be considered included provision of a pedestrian crossing in the village and a bus shelter.

**Action:** Councillors consider a range of projects that may be suitable for the application and share ideas via email.

## 13. A.O.B.

13.1. Cllr Broadbent raised an issue of access to the canal bridge via Lee Lane and pointed out the bridge had been removed. Cllr Humphrey explained that the particular route is not on the public highway and was the sole property of the landowner. Technically, the public footpath was from Lee Lane across the farmer's field to the bridge at Heck which spans the canal. At the bridge a walker has the option of crossing the bridge or to drop down onto the canal path. However, this path has currently been diverted and remains an issue that has been contentious for many years.

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

14.1. **Next Parish Council Meeting:** Tuesday 8<sup>th</sup> September at 7pm via "Zoom" video conference subject to the an additional meeting extraordinary meeting the may be called during August if necessary.

15. **Closure of meeting:** 9:00 pm