

Whitley Parish Council

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

2. Open Public Forum (OPF) 15th October 2019

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

Minutes of the Whitley Parish Council Meeting held on 15th October 2019 at Whitley and Eggborough Primary School Annex Building Ref 09/19

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

4. **Apologies for absence:**

4.1. The apology for absence from Cllr Woodhead was noted.

5. **Disclosure of Interest:**

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

6. **Minutes of the meeting on 10th September 2019 of Whitley Parish Council:**

6.1. The Council agreed that the minutes of the Whitley Parish Council meeting held on 10th September 2019 are a true record and accordingly the minutes were signed by the Chairman Cllr Humphrey.

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

7.1. **Gale Common Extraction Proposal:** The Councillors noted the email correspondence between the Clerk and KVA Planning, who is the planning consultant engaged by the Council to prepare a response to EP UK's planning application. They were satisfied that their initial observations on the draft response document were adequately summarised in the email and were confident that following appropriate revision the Council objections to the planning application will be accurately stated in the final draft of the submission. The date of the North Yorkshire County Council Planning Committee meeting at which the application would be considered was noted as 12th November 2019. The Clerk informed the Councillors that their planning consultant would not be available to attend the meeting on this date however would undertake to provide some guidance and coaching in the drafting of a verbal representation that can be delivered to the committee. It was agreed that it was important that representatives of the Parish Council attend and speak at this committee meeting. Several of the Councillors volunteered to attend on the day and speak.

Action: The Council to await receipt of the amended response document to review and approve before submission to the NYCC planning authority. Clerk to confirm the location and time of the planning committee meeting scheduled for 12th November 2019.

7.2. **Parish of Kellington and Whitley, All Saints Church:** The Clerk referred to the recent document circulated to Councillors from the Secretary of the Leeds Diocese explaining that a closed meeting was to be held on the 16th October to discuss and reach a final decision on the proposal to close All Saints Church for public worship. The Clerk informed the meeting that in conversation with the Secretary to the Leeds Diocese any final representations that the Council may wish to make if submitted before 9.00 am on the 16th October would be included for consideration at the meeting along all other comments and observations previously lodged. The Council discussed the wording of the letter from the Leeds Diocese in particular the section that during a meeting between the Diocese and the Council held in December 2018 the Councillors in attendance at this meeting were content with the explanations provided by the church representatives on what was being proposed. What can be inferred from such a statement was debated; whether it suggests the Parish Council were content with the decision being made or whether they understood why the proposal had been tabled for consideration. It was concluded that at this stage of the process little value would be gained in the Parish Council making any further observations or objections.

7.3. **Gale Common Motor Cross:** The Clerk advised the meeting of the current status of the investigation by Selby Planning into the operation of Gale Common Motor Cross. He referred to an email circulated by North Yorkshire County and Selby District Council Whitley Ward Councillor John McCartney that provided a comprehensive update on the enforcement process. In particular, a Planning Contravention Notice had been issued requiring a response from the operators by 26th September failure of which would lead to the commencement of enforcement action. In addition, reference was made to the results of noise monitoring on the site conducted by Environmental Health.

The absence of any concrete enforcement from Selby Planning is a source of frustration to the Parish Council who are concerned at the apparent reluctance of Selby Planning to take appropriate action.

Action: Clerk to submit complaint to Selby Planning with copy to the Selby Chief Executive expressing their concerns over the lack of enforcement action.

7.4. **Purchases of BT phone box:** The Council agreed that there was no interest in purchase of the phone box for use within the community.

7.5. **Community Litter Pick:** The village litter pick is scheduled for Saturday 19th October 2019. The event has been promoted on social media; notices have been posted onto the parish notice boards. Selby Council have approved the event. Everything is organised for all volunteers to meet at the car park of the George and Dragon.

7.6. **Whitley Village Allotment Association:** Cllr White in his role as Treasurer to the Association presented the revision to the Allotment Association Agreement with Whitley Parish Council which amends a paragraph in the agreement to read “.....the association will allocate plots and give priority to residents of Whitley however should no one from Whitley request a plot the Council agrees to allow the Association to let vacant plots to residents from neighbouring villages.”

Two copies of the agreement were signed by Cllr Humphrey on behalf of Whitley Parish Council and by Cllr S Cole in her capacity as Chair of the Whitley Village Allotment Association on behalf of the Whitley Allotment Association.

7.7. **Remembrance Day:** The event that will be held on 10th November 2019 at the memorial in Daffodil Park will be coordinated by Cllr Walton and Cllr Cole who will lay a wreath to be purchased by Cllr Walton. The ceremony will be promoted on the Councils social media pages.

7.8. **Over 80's Christmas Gifts:** Cllr Walton advised the meeting that she to date had identified 17 individuals in the village who are eligible for the Christmas hamper at a budget of £25 each.

Proposed: Cllr Humphrey that a cheque for £425 be raised made payable to Cllr Walton to cover the cost of over 80's Christmas hampers. **Seconded Cllr Blackburn Carried Unanimously.**

7.9. **Antisocial Behaviour:** Cllr White advised that the Graffiti marks on the Mural in the underpass had been reported to North Yorkshire highways department who had taken action and removed the images. Cllr White also notified the meeting that the damage to the information board in Daffodil Park had been reported to the police and that it has since been relocated.

7.10. **Southern Community Engagement Forum:** Cllr White provided a report on the presentations made at the latest Southern CEF meeting held on 19th September 2019.

- Two new household recycling bins will be introduced in the new financial year during April that will replace the current recycling boxes. A decision has yet to be reached on the return of the boxes.
- Details of the International Cycling Event which had been held in September.

Cllr White briefed the Council on his conversation with a member of Highways team regarding the Councils issue concerning the quality of road resurfacing. He was informed that any complaint should include a specific request for reply and that notices and requests for action can be submitted via the Parish Portal an online resource providing a fast path route for Parish Councils to report highways issues.

7.11. **Change of meeting date:** Cllr White requested that the date of the Council meeting scheduled for Tuesday 31st March 2020 be moved to Tuesday 24th March 2020. Councillors agreed subject to availability of the room on that date.

8. **Correspondence received:** The Clerk summarised details of correspondence received and previously copied to Councillors via email

- 8.1. from Selby District Council, long term Council plan to 2030 inviting interested parties to visit Selby District website to review details of the plan and complete a survey.
- 8.2. from North Yorkshire County Council an invitation to visit their website to examine the Council Plan and submit comments within a deadline of 18th November 2019.
- 8.3. from Selby 950, promoting a pop-up museum community event that will tour the region during October. Cllr Humphrey advised that this event has been added to Whitley Parish Council's social media pages.
- 8.4. from Robin Roads promoting a mobile community engagement app.
- 8.5. from North Yorkshire Local Access, a leaflet for the notice board promoting a forum encouraging out and about walking activities in North Yorkshire. Cllr Humphrey advised that details of the forum have been added to Whitley Parish Council's social media pages.
- 8.6. from Scope Charity, seeking help in locations for textile recycling boxes. Cllr Humphrey advised that a recycle bin is already available located in the car park of the George and Dragon.

Action: Clerk to inform Scope of current provision.

- 8.7. from Rigal Bennett, acknowledging the decision of the Council declining Rigal Bennett's offer to purchase a parcel of land.
- 8.8. from Friends of Earth, providing guidance to Councils on tackling climate change.

Action: Clerk to circulate copy of guide via email.

- 8.9. from Citizens Advice, requesting continued support from Council.

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

- 9.1. 2019/0914/HPA, 22 Lee View, single storey extension

10. **Council Finance & Administration:**

- 10.1. **RFO Report as at 15th November 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	222.52	1,000.00	Nil	72,659.56	Interest paid monthly
Santander Current Account (Cash Book)	13,730.19	9,292.91	2,214.00	4,9699.88	No interest
Total Bank Balances				<u>77,629.44</u>	
Less following funds:					
Protected 106 funds		3 x Play areas/ROS and the Tree Lines.		50,590.45	
Other protected funds		A19, WHS Defibrillator fund		2,644.65 355.00 <u>69.60</u> 3,069.25	
Total Protected funds				53,659.70	
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				66,061.10	
Balance:					
Unprotected funds available to the Council		Current account balance + 106 Funds available to transfer		<u>11,568.34</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: £
22375	Bedford Mowing Services	1,768.80
22376	Whitley & Eggborough CP School	175.50
22377	J R Hunter – Clerk Salary	408.02
22378	HMRC – PAYE on Clerk Salary	102.00
22379	Katie Atkinson – t/a KVA Planning Consultants	1,800.00
22380	Kellington and Whitley Church donation	50.00

- 10.3. **Accounts Payable retrospectively:**

There were no retrospective payments made during the previous month.

- 10.4. **Budgets and Precept for 2020/21:**

10.4.1. The Clerk facilitated a discussion of the Parish Council budget for 2020/21. A draft budget based on projections of the anticipated expenditure for 2019/20 was tabled as a guide to inform the Councillors decision making process in the determination of the Council Precept for 2020/21. The Clerk highlighted the key elements of council expenditure that the Council should consider in establishing the budget for the next financial year:

10.4.1.1. the routine year on year costs including salary, insurance, verge maintenance, subscriptions, printing, stationery and training.

10.4.1.2. the discretionary expenditure to which the Council commit each year, including gifts to the over 80's, donations and annual events.

10.4.1.3. the expenditure on ad hoc projects that the Council may wish to implement in meeting the needs of residents.

10.4.2. The Council recognised that the determination of the precept will be based on the agreed expenditure budget for next year and how much of such expenditure the Council would wish to be met from the Council's financial reserves.

Action: Councillors to consider the draft budgets in preparation for the setting of the Council Precept for 2020/21 at the next Council meeting in November.

11. Recreational Open Space in Whitley:

- 11.1. **ROS and Play Areas:** The Clerk tabled a summary of the results of the inspection of the Play Areas conducted by HAGS. The Council were pleased to note that all the points raised during the inspection were concerns having a low risk. The nature of the remedial action that were highlighted in the summary involved either:

11.1.1. Technical repairs and adjustments to the play equipment or fencing

11.1.2. General maintenance work either cleaning, painting or weeding

11.1.3. Recommendations to monitor the status on an ongoing basis

The Council discussed each recommendation and concluded that HAGS should be engaged to undertake the requisite specialist repairs to the play equipment and consideration should be given to the community payback team completing the general maintenance activities.

Action: Clerk to circulate copies of the full inspection report from HAGS. Clerk to obtain quotation from HAGs for the specialist repair of play equipment. Clerk to forward copy of inspection certificate to Cllr Humphrey for upload onto the Council website.

11.2. **Parks and Verges:**

11.2.1. Grass cutting and verges: The Council considered that maintenance of the verges had been satisfactory noting in particular, the successful completion of the cut of verges between Whitefield Lane and Grassmere and the bund between Silver Street and Millfield.

11.2.2. Planter College Farm Close: Cllr White referred to complaints from residents in College Farm Close concerned that the Planter was obstructing the view of drivers exiting the Close onto the A19. It has been suggested the height of plants in the growing season impeded clear vision of traffic. Cllr White acknowledging the issue agreed that he would consider the nature of the planting to avoid any further problem in the future.

11.2.3. Nature Park Maintenance: In response to criticism from some residents Cllr White drew Councillors attention to the current level of management of the paths in the Nature Reserve. There was little evidence of any cut since July; pathways are currently overgrown inhibiting access.

Action: Cllr Walton and Cllr Humphrey to visit the Nature Reserve and prepare a draft plan of the pathways in the Nature Park that will be subject to a regular cut.

11.2.4. Padlocks on Park Gate: Cllr White reminded the Council of the inoperable padlock on the Park gate that is to be removed and replaced. This is being actioned by Cllr Woodhead.

11.2.5. Park Keepers: The nominated park keepers discussed in the previous Council meeting have been approached and have indicated their willingness to act in the role. This will be an engagement that will be actioned in the new growing season.

11.2.6. Community Payback: Cllr White requested assistance from Councillors in the management of the Community Payback Scheme. He explained that each session requires some input from the Council to liaise and plan with the managers of the payback team, together with some presence during the day to act as contact point, provide direction and secure access to toilet facilities. The meeting agreed that this task can and should be shared between all Councillors.

11.2.7. Expenses: Cllr White advised the Council that he had purchased Cuprinol for application to the bench in Daffodil a reimbursement claim for which he will submit.

11.2.8. Bins: The meeting discussed the several outstanding repair and maintenance jobs requiring attention, including repairs to the bins on Learning Lane and Daffodil Park, fencing in Daffodil Park and the location of the replacement bench on Whitefield Lane. The Clerk informed Councillors that contact had been made with Jake to expedite the necessary work. Cllr Cole agreed to consult with Jake to establish timescales.

11.3. **Christmas Tree:** Cllr White advised that the tree had been ordered with delivery organised for Sunday 27th October. The Community Payback team have been approached to provide the necessary support in digging the hole and positioning the tree. Guide ropes will be attached to provide adequate support. The tree lighting event is scheduled for 7th December the George and Dragon hosting the event and providing refreshments.

11.4. **Replacement Bench on Whitfield Lane:** The Clerk to expedite the installation of the bench.

11.5. **Rosslyn Vacant Property:** The Clerk advised the Councillors that a complaint had been submitted to Selby CEO as recommended by NYCC and Selby District Cllr John McCartney; a response is awaited.

11.6. **A19 Resurfacing:** The Clerk will pursue a response to the previous complaints.

12. **A19 Safety matters:**

12.1. **Speed Camera Data:** Cllr White advised the Council that he had made enquiries into the availability of the provision of "Average Speed Signs" similar to those deployed in Monk Fryston He had been informed that contrary to the understanding of NYCC and Selby District Cllr John McCartney such equipment is not available.

13. **A.O.B.**

13.1. Cllr Blackburn confirmed the return of the archive historic documents.

14. **Confirm date and time of next council meeting:**

14.1. **Next Parish Council Meeting:** Tuesday 19th November 2019 at 7.00 pm Whitley & Eggborough Annex Building.

15. **Meeting Closed:** 9.00 pm.