

## SHERBURN-IN-ELMET PARISH COUNCIL

Eversley Park Centre, Low Street, Sherburn-in-Elmet, LS25 6BA

Tel: 01977 681024 Email: clerk@sherburninemet-pc.gov.uk

To all Councillors:

You are summoned to the Monthly meeting of the Sherburn-in-Elmet Parish Council which will be held in the Harry Mountain Room at the Eversley Park Centre on Monday 21<sup>st</sup> March, 2016 @ 7pm

*Margaret Gibson*

*Clerk*

### BUSINESS

1. Apologies for absence.
2. Declarations of Interest.
3. Minutes of the last meeting held on Monday 15<sup>th</sup> February, 2016 (attached) to be approved as a correct record and signed by the Chairman.
4. Presentation by Gareth, Yorkshire Energy Doctor, Green Doctor. Regarding keeping homes warm (15 minute presentation)
5. Presentation by the Jackson Trust regarding proposed development on Corner field at Bypass/Moor Lane junction for 20 dwellings. (15minute presentation plus 10 minutes questions)
5. Public Open Session.
6. Police Issues.
7. NORTH YORKSHIRE COUNTY COUNCIL ISSUES.  
To report and take comments on.
  - i) Update on Street Lighting Beechwood Close.
  - ii) Update on bus services.
8. CORRESPONDENCE.
  - i) To receive letter from Mr. Abbott inviting councillors to Prevent strategy meetings. 1 Councillor can attend either date 16<sup>th</sup> or 17<sup>th</sup> March (copy sent to all Councillors)
  - ii) To receive letter from Tower Mint regarding coins being struck for the Queens 90<sup>th</sup> Birthday (minimum order of 50 coins at special price of £1.99 each)
  - iii) To Receive 95 Alive speed report forms.
  - iv) To receive complaint regarding loud music and foul language at White Rose Football Club most weekend, sometimes until 3am. Residents want to know what time their licence is up to and when they are having extensions to that time.

- v) To receive letter from Selby DC regarding NYCC Community Awards –copies sent to all Councillors.
- vi) To receive letter from SDC regarding Beacons for the Queens 90<sup>th</sup> Birthday celebrations.
- vii) To receive letter from Towton Parish Council asking for our support to get Lottery funding to resurface Old London Road and also an Archaeology survey. (Copies sent to all Councillors)
- viii) To receive letter from Welcome to Yorkshire-requesting use of facilities, toilets/tea making facilities etc for Tour makers on the 30<sup>th</sup> April.
- ix) To receive letter from YLCA giving details of S137 amounts for next financial year- this will be £7.42 per elector

## **9. PARISH COUNCIL BUSINESS**

### **a) PLANNING**

- i) Report on Meeting at 6.30pm in PC office
- ii) Report from Transport/Traffic sub-committee.
- iii) Construction Sites- more complaints received, passed to Chairman.
- iv) Chairman to speak about Highways and Strata.

### **b) COUNCIL**

- i) Community Development Officers Report (to follow)
- ii) Update on Tesco Community Funding Scheme.
- iii) Update on access to Footpath Low Street/Fairways.
- iv) Request for tidying up Village centre area to be discussed (Councillor Buckle)
- v) Update on Tour de Yorkshire-checked with Insurance that this will be covered. Also to agree payment of Minster FM account when this is received.
- vi) CIL and Neighbourhood Plan
- vii) Update on Flashing lights on shops, Low Street
- viii) Report on Council's Facebook.
- ix) Report on Youth bus, Friday evenings (started 19<sup>th</sup> February)
- x) Vacancy on the Parish Council.

### **c) FINANCE**

- i) To agree minutes of Finance meeting held on Monday 14<sup>th</sup> March (to follow)
- ii) S106 money see Finance agenda
- iii) Cheques for payment
 

SAS Lining –ep Car Park re-lining	600.00
Mayfair Security-annual maintenance	786.00
WEL medical – defib cabinet	624.00
WGC – part contract VC project	20,331.66
SIB -Old school grant unused fund repaid	11,481.00
Smart Hosting – laptop/software & keyboard	738.00
Mr D. Palmer – salary paid by BACs	1,342.19
Mrs M. Gibson – salary paid by BACs	545.16
HM Customs & Revenue – tax & NI	447.10
SDC – commercial waste bins Eversley Park	1,034.02

<b>Gas Solutions- White Rose boiler repairs</b>	<b>523.45</b>
<b>Mels Maintenance – car park sign</b>	<b>40.00</b>
<b>Award Banners &amp; Signs – T.D York signs</b>	<b>358.88</b>
<b>D3 Office Group – box files/pens etc</b>	<b>52.44</b>
<b>Creative Shed –posters/ Cycle Saturday</b>	<b>92.00</b>
<b>WEL medical – defrib. Cabinet</b>	<b>624.00</b>

**d) LAND & PREMISES**

- i) To agree minutes of LAP meeting held on Monday 7<sup>th</sup> March (to follow)**

**e) PERSONNEL/TRAINING**

- i) Follow up on meeting held with YLCA Sheena Spence.**  
**ii) To approve Clerks holidays 1 weeks after Easter Weekend until the 6<sup>th</sup> April. Still got another week holiday left from this year can this be taken in April?**

**10. OTHER REPORTS - For information only unless detailed.**

- a) Selby Rail Users-** Reply to our letter regarding removal of 20.22 Leeds/Hull train stopping at South Milford station. This was changed in December 2015 and in that 3 months they have received no complaints regarding the amendment.
- b) Gala Committee**
- c) C.A.B.**
- d) Community Association**
- e) Eversley Park Centre-** Parish Council need a new representative on this committee as Mrs Hunt was the Parish representative on this committee.
- f) Yorkshire Local Councils Association**
- g) C.E.F.'S**
- h) Rugby Club**
- i) Angling Club-**letter from Kingspan as they have had no further reply from the club following their email of the 6<sup>th</sup> October they have no closed this grant and the club will not be able to apply for any further grants from Kingspan in the future.
- j) White Rose Sports Club-** update regarding complaint regarding noise.
- k) Fairways Area**
- l) Aero Club Liaison Committee.**
- m) Village Centre Project-1<sup>st</sup> payment paid.**

**10. CLERKS REPORT/  
 COUNCILLORS REQUESTS FOR MATTERS FOR NEXT AGENDA.  
 Items for information only.**

**MINUTES OF THE MONTHLY MEETING OF SHERBURN-IN-ELMET PARISH COUNCIL  
HELD IN THE HARRY MOUNTAIN ROOM AT EVERSLEY PARK CENTRE ON MONDAY  
15<sup>th</sup> FEBRUARY 2016 @ 7PM**

**Present:** Councillors P. Doherty (Chairman), C. Lake (Vice Chairman), B. Packham, Mrs J. Brown, T. Streatfield, M. Hobson, Mrs B. Thwaite, D. Buckle, M. Jordan, D. Palmer (CDO) and Mrs M. Gibson (Clerk)

Also present; 1 Member of the public.

**MEETING BUSINESS**

**85. APOLOGIES FOR ABSENCE:**

Apologies were received from Councillors J. Prescott, L. Wake and D. Buckle and PC Richardson.

**86. DECLARATIONS OF INTEREST**

No Councillors had interests to declare.

**87 MINUTES OF THE LAST MEETING**

Minutes of the last meeting held on Monday 18<sup>th</sup> January 2016 also the Part 2 minutes were approved and signed by the Chairman. Councillor Streatfield reported that CIL item mentioned at last meeting was not actually on this agenda.

**88. PUBLIC OPEN SESSION**

Resident lives at no 9, Finkle Hill and wished to complain about the **parking problems in the area**. Residents in that area have limited places to park and if the 2 hour restriction is brought in and the double yellow lines proposed in Beech Grove where can they park legally. Asking if possible to have a parking permit for Beech Grove. Councillor Packham stated when details finalised he would liaise with this resident to see what can be organised. Councillor Lake suggested resident see manager at the Cooperative store to see if they would give permission for them to park there. Councillor Hobson proposed doing same with the Vets. Resident also concerned about the **Fir Tree on the corner of Beech Grove/Finkle Hill** this tree has some electrical wires in it which he is concerned may not be safe. Also tree "waves about" in the winds and concerned this could fall on someone. Clerk would ask Selby District Council to check this is safe as it is their tree.

**89. NORTH YORKSHIRE COUNTY COUNCIL**

**To Report and take comments on.**

**County Councillor reports;**

i) **Budget cuts-** County Councillor reports that the budget implications will be marginally less bad Speed of the cuts be less was to be £21million now going to be £14million saving to 2020.

ii) **Meeting with Redrow/Persimmon** tomorrow (Tuesday) regarding traffic problems will report back to next Parish Council meeting any results. Councillors has following problems wishing to be discussed; Councillor Thwaite asked why the sweeper has to go along Low Garth Road it is very noisy and intrusive. Councillor Streatfield asked that the

site get a proper wheel wash. Also about broken pavements in Fairway caused by builders parking there.

## **90. CORESEPENDENCE**

- i) To receive letter from NYCC regarding Anti-social behaviour in the village and requesting Mobile Bus on a Friday evening at Eversley Park starting 5<sup>th</sup> February-Clerk reports that this had been agreed but this service still not arrived as they could not get a driver for the bus. Clerk will let all Councillors know when this is likely to appear.**
- ii) To receive Invitation from SDC regarding “Prevent Conference” on the 28<sup>th</sup> February. Clerk reports Councillor Lake booked on this course.**
- iii) To receive letter from Sharon Fox, NYCC highways to invite Councillors to a meeting on the 1<sup>st</sup> March 2-4pm at Canal Road Selby. Clerk reports Chairman booked on this.**
- iv) To receive letter from NYCC following complaint from resident about broken up state of the road in Low Street. NYCC will continue to assess the road surface and (if necessary) will pursue the developers for repairs.**
- v) To receive letter from resident in Wolsey Croft that a friend visiting her had a note stuck on her car regarding parking outside residents houses. Also complaint about speeding traffic down Wolsey Croft. Chairman had replied that the Parish Council do not condone this behaviour by residents in the street. Also that we are trying to get the Community Speed Watch team in this street in the near future. Chairman reports that Councillor Prescott has requested this but no response back yet.**
- vi) To receive complaint from a resident about being “tail gated” by a Roger Woodhead truck all the way from Garforth/Lotherton to the village. When the resident turned right into Pasture Way the lorry driver then proceeded to abuse the driver, then proceeded to the Strata site. Clerk reports that copy of this email sent to Strata but no response. Councillor Hobson reports that they originally said it was not going to their site but later admitted it was and have taken action.**
- vii) To receive letter of resignation from the Council by Mrs Hunt. Clerk has put action in progress with SDC and will know by the 23<sup>rd</sup> February if an election called or if we can co-opt. Chairman and Councillors thanked Mrs Hunt for her work on the council and wished her well for the future.**
- viii) To receive another letter about road sweeper trundling past houses which are not on the development site every few minutes. Clerk reports that this has been passed to Chairman and Councillor Packham for forwarding to the necessary people.**
- ix) To receive letter from NYCC regarding Fracking Investigations –Clerk reports that this is the Kirkby Misperton site- regarding letters of complaints being sent without the peoples permission. This is a general letter to all Councils and we have no knowledge of this matter.**

## **91. PARISH COUNCIL BUSINESS**

### **a) PLANNING**

- i) Report on Planning meeting – Councillor Streatfield reports 3 items discussed, 2 of which were for Hodgsons Lane, Chairman reports they are to make Highway points again about this area. Separate minutes will be sent for this meeting**
- ii) Report from Transport/Traffic Committee –No meeting held.**
- iii) Construction sites- this already mentioned in correspondence.**

**b) COUNCIL**

**i) Community Development Officers report** –This has been previously circulated to all Councillors. Mini bus is now on order (which Councillors thanked Councillor Mrs Brown for all her efforts for this) **Agreed Grass cutting and the Defibrillator items be moved to Part 2. This report was then accepted and approved.**

**ii) Report on YLCA Health Check** – Legal Topic Note 87 was forward for agreement.(been forwarded to all Councillors prior to this meeting) Clerk reports that the main difference is the Contract legal requirements over £25k has to be advertised on the Contract Finder website for Public Contracts. Everything else is as we have in force. **Resolved we agree this be adopted, we do not often (if ever) have contracts over £25k.**

**iii) Facebook for the Parish Council** –Councillor Streatfield reports that this is now up and running. Will send all Councillors link for this site. Apologised for early posting of Tour de Yorkshire notices.

**iv) Tesco Community Funding**-Chairman reports that it had been proposed at the Finance meeting that we try for the £9k to rejuvenate the Fairway courts. **Resolved we go ahead and try and get this funding CDO to progress this application.** Councillor Jordan reports that even if this work done would not be acceptable to the Netball Association, Councillor Mrs Thwaite suggests they contact White Rose about using Finkle Hill tennis Courts out of season.

**v) Councillors attendance at School Youth Council meetings** –Chairman reports that as Councillor Packham already (in effect) doing this that he carry on. .

**vi) Request for Zebra Crossing at Fairways/Low Street/Aldi** - Councillor Packham reports that NYCC states this area does not meet the criteria for a crossing.

**vii) Complaint about traffic in Wolsey Croft**- Chairman reports that he will ask Councillor Prescott to try and arrange speed gun for this area.

**viii) Update on access to footpath Low Street/Fairways** –Councillor Hobson reports that the stone would easily pry out of position. Councillor Jordan stated he thought Parish Council had agreed to ask SDC to ask developers of nearby site to include in the conditions to do this work. **Resolved that Councillor Streatfield contact Selby and find out if Parish Council can add this condition to the application.**

**ix) Update on Solar Farm Funding**-Councillor Packham reports there is a meeting 24<sup>th</sup> February with NYCC regarding this Youth provision and it is hoped the funding Parish Council putting in from this will enable Youth Clubs to re-start at High School.

**x) Notes from meeting 15<sup>th</sup> January with Mark Crane.** These had been sent out to all Councillors and the website for information.

**xi) Request for tidying up Village Centre**- Councillor Buckle had sent details out to all Councillors but as he was not present at this meeting agreed this be put on agenda for next meeting.

**c) FINANCE**

**i) To Agree minutes of Finance meeting held on Monday 8<sup>th</sup> February**-The budget for next financial year was approved as suggested, the Grass cutting section to be discussed in Part 2 later in this meeting, also the defibrillator. Clerk still in discussion with Simon Town about Old School grant. **Following these reports the minutes were approved and agreed.**

**ii) Cheques totalling £10,410.80 (see separate list) were approved and signed by the Councillors.**

**d) LAND & PREMISES**

i) To agree LAP meeting minutes held on Monday 1<sup>st</sup> February (attached)  
**Resolved these be approved.**

e) **PERSONNEL/TRAINING**

i) **Follow up Report on meeting with Sheena Spence YLCA-** Personnel Chairman reports he has done Contract of Employment for CDO and Clerk has updated her Job Description both these been sent off to YLCA for comment/ approval/action. A Personnel meeting will be called as soon as possible when these are returned.

92. **OTHER REPORTS**

a) **Selby Rail Users** –Councillor Packham reports next meeting Thursday this week. There is a proposal to curtail one of the evening trains to South Milford. **Agreed this Parish Council would object strongly to this proposal.**

b) **Gala Committee** – Councillor Lake reports banners will be going up tomorrow for the Gala 40<sup>th</sup> celebration on the 26<sup>th</sup> February.

c) **C.A.B** - Councillor Mrs Brown reports that Selby's last meeting was held last Thursday. Meeting in July but as this is now merged with Richmond/Hambleton meetings will be held there. Selby office will still be open.

d) **Community Association** – Councillor Brown reports that meeting on the 24<sup>th</sup> February. Chairman asked that as there is a Tour de Yorkshire meeting that evening, could the Association combine their meeting with this? CDO would send invitation to them to attend this meeting.

e) **Eversley Park Centre** - Committee are asking for Parish Council permission to install a mezzanine floor in the Main Hall to accommodate stage lighting etc. **Agreed this go to next LAP meeting for more discussion.** Also committee reports that Main Hall windows are rotten and leaking. **Agreed this also go to LAP meeting.**

f) **Yorkshire Local Councils Association** – No meeting held.

g) **C.E.F.'s** - Councillor Mrs Brown reports next meeting 1<sup>st</sup> March at Popplewell Centre at 6.30pm this will be regarding Tour de Yorkshire.

h) **Rugby Club** – No meeting held. Councillor Lake reports they have left him an email stating roof leaking. **CDO to see what is required.**

i) **Angling Club** – Councillor Hobson reports they have still not applied for cabin have promised this will be done this next week. Councillor Hobson has checked with Sissons/Drainage board and no objections to fencing this area. Total cost for material would be £1787 Angling Club would fit this. There have been problems with dog faeces and drugs at this site so entrance from Bypass been blocked off now. Clerk to check that this is not a public right of way on the plan. Councillor Thwaite will meet with Angling Club and see what can be done. Clerk also had request from family who have lost their son who was a keen fisherman and would like to erect a memorial bench at the fishing pond. **Agreed Council have no objections to this being sited, just liaise with Angling Club as to where this is sited.**

j) **White Rose Football Club** – Councillor Mrs Thwaite reports no meeting held, they are getting their annual Boiler check done this next week..

k) **Fairways area-** No report

l) **Aero Club Liaison Committee-** No meeting held.

m) **Village Centre Project** – Minutes of meeting held on the 8<sup>th</sup> February where the Contractors were agreed had been circulated to all Councillors and the website. Work now started. There had been problems with access but now all sorted. Everyone pleased this is at

last ongoing. **Councillors thanked Councillor Mrs Brown for all her efforts to get this work progressed.**

**93. CLERKS REPORTS REQUEST FOR MATTERS FOR NEXT AGENDA**

- i) Clerk reports lady been in Office this afternoon and fallen in hole in the front car park- Chairman/Councillor Packham will mention this tomorrow at meeting with Highways.**
- ii) Complaint about tree over shadowing gardens in Low Garth Road-resident says these trees overhang his garden casting shadows over this. Agreed Clerk mention this to tree surveyor when he comes to do annual survey, these trees do have a TPO order on them so trimming work may not be allowed.**

**Items for next Agenda;**

- i) CIL & Neighbourhood Plan (Chairman)**
- ii) Flashing lights on shops (Councillor Hobson)**
- iii) Tidying Village centre area (Councillor Buckle)**
- iv) Tour de Yorkshire (Chairman)**



**CORRESPONDENCE RECEIVED/SENT SINCE FEBRUARY 2016  
MEETING  
FOR INFORMATION ONLY**

**CORRESPONDENCE RECEIVED**

Mayfair Security –Annual Maintenance contract will be done in March.  
NYCC Selby Area Committee meeting Monday 14<sup>th</sup> March & Selby Civic Centre.

**CORRESPONDENCE SENT**