

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 16th October, 2017 @ 7pm

Margaret Gibson

Clerk

BUSINESS

- 1. Apologies for absence**
- 2. Declarations of Interest**
- 3. Minutes and Part 2 of the last meeting held on Monday 18th September, 2017 be approved as a correct record and signed by the Chairman.**
- 4. Public Open Session.**
- 5. Police Issues**
 - i) Police Presentation**
 - ii) Police Representative**
- 6. NORTH YORKSHIRE COUNTY COUNCIL ISSUES.**
To report and take comments on.
- 7. CORRESPONDENCE.**
 - i) To receive letter from SDC regarding Parish Councillors interested in Standard Sub-committee –reply requested asap**
Councillors Prescott and Devers were interested in this and SDC been notified.
 - ii) To receive letter from SDC regarding Pool of Sites Consultation.**
Copies sent to all Councillors. This takes place from 2nd October to the 27th November.
 - iii) To receive letter from SDC regarding Chairman Charity appeal fort 2017/18.**
 - iv) To receive complaint about branches etc left in park following tree being removed. Clerk has asked Mr Varley to remove asap.**
 - v) To receive details of Emergency Planning Information meeting at York on the 21st November 9.30am-12.30pm. (details sent to all Cllrs.)**
 - vi) To receive letter from NYCC Children’s Centre regarding bushes on the area near Library, also asking for more lighting in this area.**
- 8. PARISH COUNCIL BUSINESS**
 - a) PLANNING**
 - i) Report on Meeting at 6.pm in PC office**
 - ii) Construction Sites – complaint received about Redrow homes 7.30am starts.**

- b) **COUNCIL**
 - 1) **Update on Emergency Plan**
 - 2) **Programme for Growth**
 - 3) **Youth Provision-**
 - 4) **Update on Wolsey Croft.**
 - 5) **Action List (for information only)**
 - 6) **Portable speed awareness signs.**
 - 7) **Community Development Manager report (attached)**
 - 8) **Update on Red telephone box, New Lane.**
 - 9) **Update on Data Protection**
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 - 12) **Update on “Traffic Lights” emails**
 - 13) **To receive resignation from Councillor Wake (Clerk put necessary action in force with SDC)**
 - 14) **To discuss request from Scouts to erect a temporary fence on Eversley Park (top end) on Bonfire night.**

c) **FINANCE**

- i) **To agree minutes of Finance meeting on Monday 9nd October, 2017 (attached)**
- ii) **To discuss ongoing cost of Parish Council website (Cllr. Lake)**
- ii) **Cheques for payment**

Richard Lancaster – tree survey	600.00
Mrs A M. Oldroyd – ‘phone/printer cartridges	66.19
MRL signs- dog fouling signs	74.00
mh-p Internet – adding missing pages	18.00
Yorkshire Water – Finkle Hill	20.03
“ “ White Rose	158.83

d) **LAND AND PREMISES.**

- i) **To agree minutes of LAP meeting held on Monday 2nd October, 2017 (attached)**

e) **PERSONNEL/TRAINING**

- i) **To discuss replacing Councillor Wake on this committee. Also to call a Personnel meeting to elect a new Chairman.**
- ii) **Clerk 1 day holiday on Wednesday 25th October.**
- iii) **Councillors report on Training events.**

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

- a) **Selby Rail Users-**
- b) **Gala Committee**
- c) **Community Association**
- d) **Eversley Park Centre- Fencing at the back of this centre still severe problems with youths and the Committee would like a decision from the Council. Councillor Wake to be replaced on this committee.**
- e) **Yorkshire Local Councils Association**
- f) **C.E.F.'S**

- g) Rugby Club.**
- h) Angling Club-update on burger van problem.**
- i) White Rose Sports Club**
- j) Fairways Area**
- k) Aero Club Liaison Committee**
- l) Craft and Food Festival August 2017**
- m) Community Library Steering Group**

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

Margaret Gibson

From: localplan <localplan@selby.gov.uk>
Sent: Friday, September 22, 2017 10:56 AM
To: Mrs Margaret Gibson
Subject: Pool of Sites Consultation: 2nd October - 27th November 2017

Dear Sir/Madam

Pool of Sites Consultation: 2nd October-27th November 2017

We are writing to you to let you know that we are undertaking a public consultation exercise on a Pool of Sites that will ultimately feed into a Draft Site Allocations Local Plan to be consulted on next year.

The preparation of a Site Allocations Local Plan reflects the revised approach set out in the sixth Local Development Scheme which was put into effect by Council on 19th September 2017. The Core Strategy will remain the primary policy for determining the distribution of development in the District and the Site Allocation Local Plan will identify where new development will go.

This Pool of Sites consultation includes plans and initial assessments of all possible sites that could be included in the Site Allocations Local Plan next year. It shares current thinking about potential sites and asks for your views on them. It is also a last opportunity to suggest new sites.

All the consultation documentation and supporting studies will be available to view and download on the Council's website at: www.selby.gov.uk/PLANselby

The main document, maps and site summaries will be also available to view, for the 8-weeks consultation period between 2 October and 27 November, at local libraries and Council offices. The locations and times of opening will be on the PLAN Selby web page.

You can also find out more by attending one of the manned exhibitions or make an appointment at one of the weekly advice surgeries at 'Access Selby' in Selby. A full programme of consultation events will be set out on the web site.

Comments must be in writing and received by us by noon on 27 November 2017.

Please complete the comments form which will be available at www.selby.gov.uk/planselby and email it to us at: localplan@selby.gov.uk

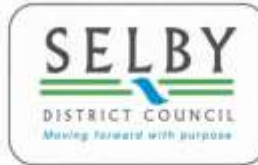
If you have any queries or require any further information please contact the Planning Policy Team on 01757 292034 or email us at localplan@selby.gov.uk

Yours faithfully,



Helen Gregory
Interim Planning Policy Manager

localplan



7111

Councillor Judith Chilvers Duckett
Chairman of Selby District Council 2017-18
Civic Centre
Doncaster Road
Selby
YO8 9FT

Mrs Margaret Gibson
Clerk to Sherburn in Elmet Parish Council
Eversley Park Centre
Low Street
Sherburn in Elmet
Leeds
LS25 6BA

Dear Mrs Gibson,

I am writing to you on behalf of Councillor Judith Chilvers, Chairman of Selby District Council for 2017 - 2018, to ask if your Parish Council would consider a donation to the Chairman's chosen charities.

This year the Chairman is raising funds for Selby Young Carer's and York Cancer Research. Selby Young Carer's are part of Action for Children, a national children's charity committed to helping the most vulnerable children and young people in the UK break through injustice, deprivation and inequality. Most people in our District know someone affected by cancer and Yorkshire Cancer Research is helping to beat cancer sooner.

Any donation by your Parish Council would be greatly appreciated. If you would like to donate by cheque, please make them payable to "Selby District Council". If you would like to pay by BACS, please contact Hannah Breheny on 01757 292037 or hbreheney@selby.gov.uk.

Additionally, if you have any events which you would like to invite the Chairman to, please contact Hannah.

I look forward to hearing from you.

Kind regards

Councillor Judith Chilvers
Chairman of Selby District Council 2017/18

Hi,

I'm a resident on Henry's Mews and have been informed that you are responsible for upkeep of the park.

Could you confirm when the logs and cuttings from the previous tree surgery are likely to be removed. A number of complaints have been made (including to the police) due to kids congregating and causing mischief.

Kind regards,
Glen

*Replied
2/1/19*

Sent from my iPhone
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Opinions, conclusions and other information in this email which have not been delivered by way of the business of Deloitte LLP are neither given nor endorsed by us.

will get done ASAP

TV

Margaret Gibson

From: Joanne Shakespeare <Joanne.Shakespeare@communityfirstyorkshire.org.uk>
Sent: Monday, October 2, 2017 3:22 PM
Subject: FREE emergency planning event for your community
Attachments: 190920 JF Emergency Planning Information Events Sept 2017 Selby Hambleton Ryedale Scarborough poster.pub

Free Event – BOOK ONLINE NOW [<https://www.eventbrite.co.uk/e/free-emergency-planning-information-event-york-tickets-38230902659>]

Has your community suffered from flooding, extreme weather, fire or any kind of emergency?

Are you worried about how your community might cope if it did?

Come along to our **Emergency Planning Information Event**

Date and time: Tuesday 21 November 9.30am – 12.30pm

Location: Main Hall, Priory Street Centre, 15 Priory Street, York YO1 6ET

Why do you need an emergency plan?

Emergency Plans can cover anything from designating a community building as a refuge centre, recruiting volunteers to check on vulnerable residents or identifying the owners of useful vehicles. They equip community leaders to organise an effective response to an emergency, and help local residents to understand what they need to do should the worst happen.

We are working with North Yorkshire County Council's Community Resilience Team to help rural communities across the county put vital Emergency Plans in place.

At our Emergency Planning Information Event you will:

- Find out more about what is involved in creating a Community Emergency Plan
- Hear about the expert support that is available to help you
- Learn from communities who have gone through the process themselves.

There will be an opportunity for you to ask any questions you have, and we will be updating you on our work to help individual households put their own Emergency Plans together.

Who should attend?

Community leaders and parish council members.

Booking details

The event is completely **free** and light refreshments will be included. To help us with catering arrangements, please book a place online **here** <https://www.eventbrite.co.uk/e/free-emergency-planning-information-event-york-tickets-38230902659> email our Emergency Planning Officer, [James Russell](#), or call 01904 704 177.



North Yorkshire
County Council

av

Parish Clerk
Sherburn In Elmet Parish Council
Eversley Park Centre
Low Street
Sherburn In Elmet
LS25 6BA

Carl Wetton
Sherburn In Elmet Children's Centre
Finkle Hill
Sherburn In Elmet
LS25 6EA

Tel: 01609 535021
Web: www.northyorks.gov.uk

Your ref: 12220
Date: 03/10/2017

Dear Parish,

I am formally writing to you concerning the area near the library. Due to the hidden location and shelter from trees young people seem to be hiding behind them and committing anti-social behaviour.

Is it a possibility that the Parish Clerk would consider removing these bushes/trees so that you would be able to see behind them. Also if this area is well lit/ lighting improved it may deter young people away from this area.

I look forward to hearing your thoughts on this matter.

Carl Wetton
Community Intervention Worker
M 07813 357236
T 01609 535021
E carl.wetton@northyorks.gov.uk

Margaret Gibson

71

From: Alice Courtney <acourtney@selby.gov.uk>
Sent: Tuesday, September 19, 2017 3:43 PM
To: Parish Council Clerks
Subject: Standards Sub-Committee - Volunteers needed

Dear Parish/Town Clerk,

Further to an email that was sent to you at the beginning of August on behalf of Gillian Marshall, under the newly adopted standards arrangements we are still looking for town/parish co-optees to sit on the Standards Sub-Committee. The likely time commitment is 2 hours per year, and full training will be provided. Could you please provide me with the names of any Parish/Town Councillors who wish to volunteer to sit on the Standards Sub-Committee **as soon as possible**.

Kind regards,
Alice

Alice Courtney
Democratic Services Officer

ext: 42352



Emailed 25/9/17
Kerry Genny
asked if anyone else
interested
22/9/17

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Margaret Gibson

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Sent: Friday, September 22, 2017 10:56 AM
To: Mrs Margaret Gibson
Subject: Pool of Sites Consultation: 2nd October - 27th November 2017

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Comments must be in writing and received by us by noon on 27 November 2017.

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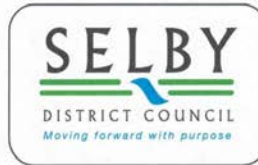
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Interim Planning Policy Manager

localplan



7111

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Chairman of Selby District Council 2017-18
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Glen

*Replied
2/5/19*

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*will get done
ASAP*

TV

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From: Joanne Shakespeare <Joanne.Shakespeare@communityfirstyorkshire.org.uk>
Sent: Monday, October 2, 2017 3:22 PM
Subject: FREE emergency planning event for your community
Attachments: 190920 JF Emergency Planning Information Events Sept 2017 Selby Hambleton Ryedale Scarborough poster.pub

Free Event – BOOK ONLINE NOW [<https://www.eventbrite.co.uk/e/free-emergency-planning-information-event-york-tickets-38230902659>]

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North Yorkshire
County Council

AV

Parish Clerk
Sherburn In Elmet Parish Council
Eversley Park Centre
Low Street
Sherburn In Elmet
LS25 6BA

Carl Wetton
Sherburn In Elmet Children's Centre
Finkle Hill
Sherburn In Elmet
LS25 6EA

Tel: 01609 535021
Web: www.northyorks.gov.uk

Your ref: 12220
Date: 03/10/2017

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I look forward to hearing your thoughts on this matter.

Carl Wetton
Community Intervention Worker
M 07813 357236
T 01609 535021
E carl.wetton@northyorks.gov.uk

A handwritten signature in black ink, appearing to be 'CW', written over a horizontal line.

Margaret Gibson

71

From: Alice Courtney <acourtney@selby.gov.uk>
Sent: Tuesday, September 19, 2017 3:43 PM
To: Parish Council Clerks
Subject: Standards Sub-Committee - Volunteers needed

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Kind regards,
Alice

Alice Courtney
Democratic Services Officer

ext: 42352



Emailed 25/9/17
Kerry Genny
asked if anyone else
interested
22/9/17

SHERBURN-IN-ELMET PARISH COUNCIL PLANNING COMMITTEE

Agenda for the Planning Committee Meeting

You are summoned to the Planning Committee Meeting to be held on Monday 16th October 2017 at 6.00pm in the Parish Council Office.

1. **Apologies for absence**
2. **Declarations of interest**
3. **Plans for discussion**

Business

- **2017/0895/HPA** Proposed two storey side extension, external works, landscaping and hardstanding to front garden. 1 Tomlinson Way, Sherburn in Elmet.
- **2017/0989/TPO** Application for consent to crown lift to 5 metres, crown thin by 15% and 15% side reduction by 3 metres away from property to 2no. Beech Trees (T1 and T2) covered by TPO 27/1986. 8 High Trees Court, Sherburn in Elmet.
- **2017/1014/TEL** Notification of proposed development by telecommunications code system operators for proposed erection of 15m monopole to support 3no. telecommunications antennae and 2no. dishes for shared use by Vodafone and Telefonica, which together with the installation of 3no. ground based equipment cabinets will provide 2G, 3G and 4G mobile electronic communication services from the installation. Sherburn White Rose Football Club, Finkle Hill, Sherburn in Elmet.
- **NY/2017/0227/FUL** Consultation on planning application for the purposes of the erection of 3 metre high green weld mesh fencing and gates to playground area. Athelstan CP School, Sherburn in Elmet.
- **2017/0950/DOC** Discharge of conditions 04 (site investigation report), 05 (investigation and risk assessment), 06 (remediation scheme) and 09 (construction management plan) of approval 2016/1487/FULM for proposed refurbishment of existing warehouse, new service yard, loading canopy, parking areas, storage tanks, service corridors, cold store and fencing and relocation of existing containers. 17 Moor Lane Trading Estate, Sherburn in Elmet.
- **2017/0981/FUL** Proposed relocation of gate. Unit 1, Hurricane Close, Enterprise Way, Sherburn in Elmet.

- **2017/1067/HAZ** Application for consent under Planning (Hazardous Substances) Regulations 2015 (Regulation 5) for the storage and use of substances. Kingspan Insulation Ltd, Enterprise Way, Sherburn in Elmet.

Construction Sites

Strata

Redrow – To discuss letter received from Paul Silk

Persimmon

PLAN Selby

Pool of Sites Public Consultation 2nd October to 27th November 2017

4. Decisions from Selby District

- * **2017/0505/FUL** Proposed erection of new industrial unit (B1 use class) to house storage, workshop and office and erect 2.4m high security fence. Land Off, Lincoln Way, Sherburn in Elmet **Granted**
- * **2017/0506/FUL** Erection of extensions to existing glass houses, change of use of one retail building to tea room ancillary to the garden centre use, formation of a car park and erection of a covered plant canopy. The White Cottage, Tadcaster Road, Sherburn in Elmet. **Granted**
- * **2017/0841/ADV** Advertising consent for 1 no. illuminated sign on grey aluminium backing panel and 2 no. halo illuminated logos. 10 Low Street, Sherburn in Elmet **Granted**

5. Any other business

6. Date of next meeting

**MINUTES FROM THE LAND AND PREMISES COMMITTEE OF SHERBURN-IN-ELMET PARISH COUNCIL HELD ON MONDAY 2nd OCTOBER 2017
@ 6.PM IN THE PARISH COUNCIL OFFICE**

Present: Councillors Mrs B. Thwaite (Chairman), Mr K Devers, Mr C Lake, Mr M Hobson and Mrs Anne-Marie Oldroyd (Community Development Manager)

1. Apologies : Mrs J Brown..

2. Declaration of Interests : Councillor Thwaite declared an interest in the White Rose Football Club, Councillor Devers declared an interest in the Community Trust.

BUSINESS.

3. Matters for discussion:

i) To discuss security of Parish Council premises - CCTV signage – Councillors Thwaite and Devers visited all Parish Owned premises on 18th September 2017 with Mayfair Security as part of a security review. Currently awaiting information regarding security requirements and quotes from Mayfair Security. An invitation has been received to visit Mayfair Security Systems to discuss/view potential security systems.

Actions: LAP Committee recommend to full Parish Council that BT, KD and AMO undertake this visit to acquire further information.

ii) To discuss Rugby Club – Maintenance/Repairs/Refurbishment – The LAP Committee members completed a site visit to the Rugby Club with the Club Secretary/Chairman of the Junior Committee and the Club Child Welfare Officer. All interior and exterior maintenance/repairs were inventoried and a discussion took place regarding the need for refurbishment.

Actions: LAP Committee recommend to full Parish Council that CDM arrange immediate repairs to rear guttering, pointing of brickwork, re-instatement of flashing to rear single storey, 4 x fire extinguishers are serviced and PAT Testing is completed.

LAP Committee requested further information from the Rugby Club regarding what upgrades/works are essential which is to be collated by CDM.

iii) To discuss Eversley Park Centre – fencing to the rear of the building – Discussed request for Fencing received from Eversley Park Centre and the need for fencing at the rear of the building for security reasons.

Actions: LAP Committee agree in principle but wish to postpone any further decision making at this time due to potential Rugby Club and CCTV security developments.

iv) To discuss Fairways – refurbishment/maintenance/bookings for pitch and useage/long term plan for bowling green area – Councillor Thwaite requested an update on the refurbishment quotes received to date. CDM advised that the Parish Council had been unsuccessful in securing a buyer registration on Contracts Finder but had requested quotes from Soft Surfaces, SIS, Replay

Maintenance and Durasport. To date 1 quote has been received from Soft Surface, SIS have declined to quote and Replay Maintenance requested **further** clarification regarding the specification details to enable them to submit a quote. Tender deadline is the end of this week - 6th October 2017.

Actions: CDM to provide update once all tenders have been received. Councillor Thwaite requested ideas and that some thought be given to a long term plan for the bowling green area and suggested recommending to full council that we promote the use of the area by advertising in the Informer/Facebook/PC Website.

4. **Any Other Business – None.**
5. **Date of Next Meeting – 6th November 2017.**

MINUTES OF THE FINANCE COMMITTEE MEETING ON MONDAY 9th OCTOBER, 2017
7.00pm IN THE PARISH COUNCIL OFFICE.

Present: Councillors C. Lake (Chairman), Mrs B. Thwaite, Mrs J. Brown, Mrs J. Prescott, T. Platts and Mrs M. Gibson (Clerk)

1. **Apologies for absence** - No apologies were received.
2. **Declaration of Interests** – No Councillors had interests to declare.
3. **EXPENDITURE.**
 - i) **Update on Expenditure for 2016/17** – Up to date lists were handed out and Chairman reported that all in order at the present time.
4. **MATTERS FOR DISCUSSION**
 - i) **To discuss quotations for Refurbishing Courts at Fairway-** No quotes received yet.
 - ii) **To report on cost of Asbestos Check at Rugby Club-** Clerk reports that this quotation is for £400 **Agreed we propose to full council that this work be done.**
 - iii) **Security of Parish Council premises** Complaint received from resident regarding youths swearing and speeding up and down the car park. Resident feels that if a lock was put on barrier at front this would stop some of the problems. Clerk reports that the Centre manager is happy to lock this gate if we decide on that action. We would, however, (according to the Police) have to erect a sign saying that this car park is locked when the centre is closed and then any cars in the car park can be locked in. Clerk also reports that EPC are having huge problems with youths damaging the centre and being abusive to users of the centre, the Centre would very much appreciate it if the fencing could be erected at the back of this centre to avoid any further damage to the building. **Discussion took place and it was agreed we propose to full council that this fencing be done to try and help solve these problems. No quotation yet received for upgrading CCTV work.**
 - iv) **ANPR at Wolsey Croft** – Councillor Devers had not presented the quotations for this machine. **Agreed we propose to full council that if this not received by next Parish Council meeting we go ahead with the “H” bars on this area.**
 - v) **Email updates-** Councillor Devers had asked for this item to be put on agenda but Clerk not clear what this is about. **Agreed this be left until next meeting for clarification of what is needed.**
 - vi) **SDC CIL monies** –Clerk reports CIL money due to this council for 1st April-30th September is £1,756.55. Clerk also reports that we still have £64,878 of the S106 money. CDM is getting quotes for work needed on Rugby Club.

**CORRESPONDENCE RECEIVED/SENT SINCE
SEPTEMBER 2017 MEETING
FOR INFORMATION ONLY**

CORRESPONDENCE RECEIVED

25/9/17 Rural Action Yorkshire – thanks for subscription renewal.
2/10/17 Tadcaster Flood Action – Advise fair Tadcaster 15th October.
(Copy sent to all Councillors)

CORRESPONDENCE SENT

20/9/17 Northern Rail/South Milford PC backing their complains about Car parking charges proposed at South Milford Station.
20/9/17 Lady Popplewell Centre –suggesting they contact CEFs regarding funding.
20/9/17 SDC asking about litter bin at Layby Church Hill- asking if they will empty this and how much it would cost.
22/9/17 Sam Smiths sending mandate for £1 notice board rent to be paid by BACs
22/9/17 Sign Group ordering white signs for EP car park and lettering Up to date.