

**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 19<sup>th</sup> March, 2018 @ 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 19<sup>th</sup> February, 2018 be approved as a correct record and signed by the Chairman.**
- 4. Presentation by Richard Maxted, Sherburn Aero Club.**
- 5. Public Open Session.**
- 6. Police Issues**
  - i) Police Presentation-**
  - ii) Police Representative**
  - iii) To receive letter from NYPCC regarding Policing in the Selby District-public accountability meetings regularly held in this district next one 27<sup>th</sup> February (copy sent to all Councillors)**
- 7. NORTH YORKSHIRE COUNTY COUNCIL ISSUES.**  
**To report and take comments on County Council issues.**
- 8. CORRESPONDENCE.**
  - i) To receive letter from YLCA regarding consultation on proposals to tackle Crime & Poor performance in the waste sector (copy sent to all Cllrs.)**
  - ii) To receive request for bus timetables to put in PC noticeboard.**
  - iii) To receive dates from YLCA for planning seminars. (Copy sent to all Cllrs.)**
  - iv) To receive request for footpath down side of Strata estate needs repairing very badly worn, dangerous and very muddy.**
  - v) To receive request for salt bin at North Drive.**
  - vi) To receive request to use Eversley Park for training ground for a Flyball team.**
  - v) To receive request for use of Park for a play group and also Outdoor Gym area for a parents fitness group.**

**9. PARISH COUNCIL BUSINESS**

**a) PLANNING**

- i) Report on Meeting**
- ii) Construction Sites**

**b) COUNCIL**

- 1) Update on Emergency Plan**
- 2) Programme for Growth**
- 3) Youth Provision-**
- 4) Portable speed guns**
- 5) Community Development Manager Report (attached)**
- 6) Christmas Market (Cllr. Buckle)**
- 7) Update on Website and Social Media strategy (Cllr. Platts)**
- 8) Action List (Chairman)**
- 9) Update on Public Participation at meetings (Chairman)**
- 10) Update on Data Protection.**
- 11) Update on dog fouling problems, bins etc-posters and stencil & paint ordered. Letter from SDC regarding recycle bin emptying. (Copy sent to all Cllrs) Dog bin for Highfield Green area. (Cllr. Packham)**
- 12) Fridge removal Moor Lane (chairman)**
- 13) Report from Neighbourhood Plan meeting (Cllr. Lake)**
- 14) To discuss Ethical Standards in Local Govt (Chairman)**
- 15) To discuss problems with Fly Tipping and proposed solutions (Cllr. Lake)**
- 16) Update on Spring Clean for the Village (Cllr. Hunt)**

**c) FINANCE**

- i) To approve minutes of Finance meeting held on Monday 12<sup>th</sup> March, 2018 (attached).**
- ii) CCTV- working group proposals for upgrade and costs. (Cllr. Packham)**
- ii) Cheques for payment**

Mayfair – annual check on intruder alarms	<b>804.00</b>
Mrs A.M. Oldroyd- ‘phone/memo pads etc	<b>16.78</b>
HAGS smp- play equipment repairs	<b>185.40</b>
HAGS smp- play equipment repairs	<b>1,726.36</b>
SDC- commercial bins & recycling bins EP	<b>1,090.16</b>
HAGS smp- Outdoor Gym	<b>12,293.41</b>
HAGS smp- extra work from play check	<b>105.00</b>
NYCC- H bar markings at Wolsey Croft	<b>317.50</b>
Mrs A.M. Oldroyd – PC repair	<b>15.00</b>
Creative Shed – dog fouling signs.	<b>180.00</b>
Reach Studios- posters for outdoor gym opening.	<b>54.00</b>
Parish Online- annual subs	<b>247.20</b>
Mrs A. M. Oldroyd –White rose area R & R	<b>93.99</b>
Age UK – donation for outreach	<b>2,184.00</b>
JP Plant Hire – space heaters for White Rose	<b>83.91</b>
EPC meetings meals on wheels. Gym opening	<b>88.90</b>

**d) LAND AND PREMISES.**

- i) To approve minutes of LAP meeting held on Monday 5th March, 2018 (attached)**

- e) **PERSONNEL/TRAINING**
  - i) **To report on CDM Appraisal (Cllr.Packham)**
  
- 10. **OTHER REPORTS - For information only unless detailed.**
  - a) **Selby Rail Users – Reply from Northern Rail regarding car parking at Sherburn station. (copy sent to all Councillors)**
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  - i) **White Rose Sports Club- concerns regarding fascia/guttering work.**
  - j) **Fairways Area.**
  - k) **Aero Club Liaison Committee**
  - l) **Craft and Food Festival August 2018**
  - m) **Community Library Steering Group**
  
- 11.. **CLERKS REPORT/  
COUNCILLORS REQUESTS FOR MATTERS FOR NEXT AGENDA.**

(8 V)  
Harold Mills

To Parish Council

I recently contacted Selby Council, and they informed me it is Sherburn Parish Council's decision.

But during the recent bad weather, I saw several cars skidding/sliding on the sharp corner beside my house. I did get some grit from Harold Mills Centre to grit the corner. I would like to ask if it would be possible for a grit bin to be placed on grass at the side of my property for future icy problems.

THANKS

J. Pople

Margaret Gibson

71

**From:** Nicola Moorcroft <Nicola.Moorcroft@yorkshirelca.gov.uk>  
**Sent:** Tuesday, February 20, 2018 1:19 PM  
**To:** Nicola Moorcroft  
**Subject:** DEFRA Consultation on proposals to tackle crime and poor performance in the waste sector - NALC request for response from Local Councils

FROM: NICOLA MOORCROFT  
LOCAL COUNCILS OFFICER  
YORKSHIRE LOCAL COUNCILS ASSOCIATIONS

DEFRA CONSULTATION ON PROPOSALS TO TACKLE CRIME AND POOR PERFORMANCE IN THE WASTE SECTOR – NALC REQUEST FOR RESPONSE FROM LOCAL COUNCILS

Dear Member Councils,

Department for Environment Food and Rural Affairs (DEFRA) recently issued a consultation on proposals to tackle crime and poor performance in the waste sector and the introduction of a new fixed penalty for the waste duty of care..

The consultation document can be found here:  
[https://consult.defra.gov.uk/waste/crime-and-poor-performance-in-the-waste-sector/supporting\\_documents/Waste\\_Crime\\_Cons\\_English.pdf](https://consult.defra.gov.uk/waste/crime-and-poor-performance-in-the-waste-sector/supporting_documents/Waste_Crime_Cons_English.pdf).

The National Association of Local Councils (NALC) will be responding to the consultation on behalf of the local councils that it represents. To assist NALC with its' response, you are invited to email [Jessica.Lancod-frost@nalc.gov.uk](mailto:Jessica.Lancod-frost@nalc.gov.uk) at NALC, with your thoughts on a number of key questions of relevance to local councils:

- **Question 22:** Have you experienced an increase or a decrease in criminality and poor performance in the waste sector over the last few years?
- **Question 83:** What more could be done to improve householder awareness of their duty of care and prevent fly-tipping of household waste?
- **Question 86:** Do you think that the introduction of a Fixed Penalty Notice for the offence of a householder passing their waste to an unauthorised person would help tackle fly-tipping?
- **Question 89:** Following the implementation of the Fixed Penalty Notice, do you think that local authorities should communicate how frequently they use these penalties, and the impact on fly-tipping?

Local councils are at the very heart of their local community; this is why NALC thinks it is vital that they hear from you!

The deadline for responses to NALC is **5pm Friday 9 March**.

**Alternatively (or in addition to a response to NALC) you are invited respond to the DEFRA consultation directly using the link above.**

Thank you in anticipation of your assistance with this matter.

Yours sincerely

8 (14)

**Margaret Gibson**

**From:** Paul Doherty <paul.doherty@sherburninemet-pc.gov.uk>  
**Sent:** Tuesday, March 6, 2018 2:56 PM  
**To:** Margaret Gibson  
**Subject:** FW: Re the footpath that runs down side of new strata housing estate

Hi Margaret

Can this be included under correspondence for the next Parish Council meeting please.

Regards

Paul Doherty  
28 Carousel Walk  
Sherburn in Elmet  
N Yorkshire LS25 6LP

Telephone: 01977 684666

-----Original Message-----

~~From: Joanne Thorley [mailto:jthorley69@gmail.com]  
Sent: 06 March 2018 12:47  
To: paul.doherty@sherburninemet-pc.gov.uk  
Subject: Re the footpath that runs down side of new strata housing estate~~

I am writing to ask if anything could be done with to public footpath that runs down the side of the side of the new estate. It is becoming dangerous and the bank is being trampled away by people trying to avoid walking on the path because it's so dangerous when it's wet.

It is used daily by children from all estates around Sherburn to get to and from school and to the football court and park that is which is near the bowling field. Also daily by people going to the shops.

It would be of great help to the public if this public bath could be made more suitable to walk on.

~~Many thanks  
Joanne Thorley  
14 Horsa Place  
Sherburn in Elmet  
LS25 6AA~~

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This email has been checked for viruses by Avast antivirus software.  
<https://www.avast.com/antivirus>

**From:** Cheryl Quinn  
**Sent:** 11 March 2018 15:21  
**To:** Dianne Bonner  
**Subject:** Eversley Park

I am the team captain and trainer of a new Flyball Team called Junkyard Dogs and we are looking for an outdoor area to call our training ground and Eversley Park was mentioned to me as a possible site that allows dogs and would be big enough for what we need.

Flyball is fast and furious and is a cross between a relay race and an extreme game of fetch!!

I wondered if this was something you would consider?

Many Thanks

Cheryl Quinn

21/2/18

7/11

200 word.

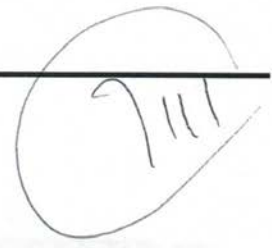
can we please put bus timetables on  
our notice board?

ones on bus stop get vandalised  
& cannot be read.



**Margaret Gibson**

**From:** Joy Morgan <admin@yorkshirelca.gov.uk>  
**Sent:** Monday, February 26, 2018 2:12 PM  
**Subject:** Planning Seminar Events  
**Attachments:** Planning Programme.doc; Booking form Planning.doc



FROM: JOY MORGAN  
ADMINISTRATION OFFICER  
YORKSHIRE LOCAL COUNCILS ASSOCIATIONS

Dear Clerk

**PLANNING SEMINARS**

There are still places available on the planning seminar events below, a programme and booking form are attached.

**Venues and dates:**

- The Holiday Inn, High Road, Warmsworth, Doncaster, DN4 9UX – Saturday, 24 March.
- Mercure Bradford Bankfield Hotel, Bradford Road, Bingley, BD16 1TU – Friday, 13 April.
- Mercure York Fairfield Manor Hotel, Shipton Road, York, YO30 1XW – Friday, 27 April.
- Solberge Hall Hotel, Newby Wiske, Northallerton, DL7 9ER – Friday, 4 May.

(Maximum 40 delegates on each seminar).

Each seminar will run from 10.00am to 4.00pm with refreshments throughout the day and lunch.

The cost per person is £115.00. To encourage smaller councils (with a gross income below £5,000), YLCA offers a bursary that reduces the cost by 25% to £86.25 per delegate.

If you wish to book a place please forward the attached booking form to [admin@yorkshirelca.gov.uk](mailto:admin@yorkshirelca.gov.uk) and we will raise an invoice for the total cost of bookings made once the form is received.

Yours sincerely  
Joy Morgan

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Yorkshire Local Councils Associations, York House, Outgang Lane, Osbaldwick, YORK, YO19 5UP. Tel: 01904 436622. Email: [admin@yorkshirelca.gov.uk](mailto:admin@yorkshirelca.gov.uk) Website: [www.yorkshirelca.gov.uk](http://www.yorkshirelca.gov.uk)

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14 Horse Place  
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LS25 6GA~~

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Joy Morgan

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**MINUTES OF THE FINANCE COMMITTEE MEETING ON MONDAY 12<sup>th</sup> MARCH, 2018**  
**7.00pm IN THE PARISH COUNCIL OFFICE.**

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

**BUSINESS**

1. **Apologies for absence**-Apologies were received from Councillor Mrs B. Thwaite.
2. **Declaration of Interests** –Councillor Doherty Community Trust.
3. **EXPENDITURE.**
  - i) **Update on Expenditure for 2016/17** – Up to date lists were handed out two items were over spent at the present time Section 137 and Hedges/trees. **Agreed that £100 for 137 money and £20 for hedges/trees be vired from the Parish Administration.** Councillor Platts asked why we do not have some of our funds in a higher interest account. Chairman explained that as a Parish Council we have to be careful where we put our funds. Councillor Platts agreed to look at what was available for higher interest for our funds and still be acceptable to Parish Councils.
4. **MATTERS FOR DISCUSSION**
  - i) **Cost of changing website**-Councillor Platts reports this is ongoing..
  - ii) **Update on 106 funding for Rugby Club**- Clerk reports that SDC are awaiting approval for planning for Fairway then the first half of funding would be paid. **Agreed we ask District Councillors to chase this up as work due to start in April. SDC ask that we get forms for Rugby Club in as soon as planning passed and quotes available.**
  - iii) **Dog fouling signs also signs for bins**-Chairman reports we are awaiting costing from Councillor Buckle for the signs. Clerk reports that a dog bin for the Highfield Green area would be £213.97 and she was awaiting plan from Councillor Packham before this can be ordered. **Agreed we propose to full council that this be ordered.**
  - iv) **Update on tubs in the village** –Chairman reports still awaiting Councillor Buckles update on these.
  - v) **Update on Eversley Park Entrance**-4 Quotes received for this work much discussion took place and it was **agreed we propose to full council that the quote from Eastwood/Stead and Moxons at £17.301.50 +VAT be accepted for this work.**
  - vi) **Update on DIAL funding** –Clerk reports letter received from Age UK stating that they will provide one afternoon outreach service per fortnight in Sherburn in Elmet. They will also offer telephone advice, Home visiting welfare benefit checks, telephone befriending, and Home Support services for the donation promised. **Agreed that as agreed at Parish Council meeting this cheque for £2184 could now be signed at March Parish Council meeting.**
  - vii) **Correction from SDC regarding precept, figures on which calculations were notified were wrong should be 2454.62 nor 2454.45. No action needed.**
  - viii) **To discuss Youth Provision**-Councillor Doherty reports that the Community Trust have no funds available for this and there are some costs regarding updating garage for youth usage. Councillor Doherty asked if they could draw down small amounts (upto £500) from the Youth Provision funds. **Agreed we propose to full Council that this is acceptable.**
  - ix) **CCTV signs for Outdoor Gym area**- Clerk reports this sign been ordered and should be fitted asap.
  - x) **To report Water Leak at White Rose**- Councillor Thwaite had asked for dehumidifiers to help dry this out and Clerk had agreed these could be ordered. Councillor Platts asked if the Parish Council

should be doing this and not them going through their Insurance. **Agreed in future this should be checked.**

**Extra items from LAP meeting.**

**i) Memorial Garden by Library-** Councillor Brown reports that it being looked at to upgrade this area with low maintenance plants etc. CDM is liaising with Youths to get their input into this scheme.

**ii) Allotment Shed/insurance-**Chairman reports that Councillor Thwaite states that when they did Risk Assessment training the lady not happy with the facility up at Allotments. One shed has fertiliser and mowers etc in it. It has been proposed that this shed be demolished and two sheds built (one for fertiliser and 1 for equipment) Awaiting full details from Councillor Thwaite and CDM. **Agreed this go on agenda for next Finance meeting.**

**iii) Public Liability Insurance –** Clerk reports that Gala want copy of our Public Liability Insurance- this was given to Chairman to pass onto Galas. Also risk assessment has to be done on the stand when erected.

**Grant form for Outdoor Gym Equipment.** –Clerk and Councillor Doherty signed the form to claim down the £6k SDC are paying towards this equipment.

***Recommendation to Parish Council***

Chairman asked that we propose to full council that all our District Councillors liaise with other Parishes District Councillors regarding fly tipping and see if anything can be done to get SDC to petition County Council to remove charges at the recycling centres to try and ease the problem of Fly tipping. Agreed this be put on PC agenda.

## **SHERBURN IN ELMET COMMUNITY DEVELOPMENT MANAGER'S REPORT FOR PARISH COUNCIL MEETING ON MONDAY 19<sup>th</sup> MARCH 2018 AT THE EVERSLEY PARK CENTRE**

**Outdoor Gym** Arranged event risk assessment, arranged event poster, issued invites and e-mails (64), booked dance presentation, attended event. Liaison with Making Things Happen CIC re: monitoring/recording for reporting purposes. Liaison with H Kennedy SDC re: SDC contract, delivered signed contract to SDC.

**Youth Hub** Issued Youth Hub Minutes on 15.2.18 and Agenda for meeting on 13.3.18. Liaison with C Dennison, Clare Morton, SECT re: Roof/Plans/Lease Terms/Prevention cubic m of storage required. Acquired quotes for provision of Youth Service. Attended Youth Hub Meeting 13.3.18.

**Library and Community Hub** Attended Library Management Group Meeting 7.3.18. Attended Community Hub Development Meeting 12.3.18 re: progressing database, volunteer training and contractors to complete layout changes.

**Community Mini-Bus** Completed and issued invoices for February 2018. Arranged for MOT Test and further repair works to tail-lift. Issued new Community Mini Bus Posters. Paid Invoices. Completed banking. Prepared Agenda for Committee Meeting held 5.3.18, attended meeting, prepared and issued minutes. Sourced information regarding updating auditing requirements within Constitution and drafted amended Constitution. Collect Driver sheets from Sissons Depot.

**Eversley Park Entrance** 3 x site visits with Moxons, Stead, and Eastwoods, issued plans and specifications – obtained quotes (provided for Finance meeting):

Groundworks £25352.00 + VAT

D. Haigh & Co £39000.00 + VAT

Eastwood £5241.50 + Stead £19800.00 = £25041.50 + VAT

Eastwood £5241.50 + Stead £7200.00 + Moxons £4860.00 = £17301.50 (Anti-Skid surface in Green instead of green aggregate).

**White Rose Football Club** Purchased equipment – 1 x 2kg CO2 Fire Extinguisher and Fixing Bracket and Extinguisher Sign, 2 x Fire Door – Keep Shut Signs, 1 x Long Life Battery Powered CO2 Alarm and 1 x Glow in the Dark – Mind The Step Sign. (Total Cost £93.99)

Attended site visit with Brayton Building re:quote for the Disabled Access Ramp and Laundry Room Fire Door. Acquired itemised list from 2017 PAT testing. Arranged PAT Testing for 2018. Site Visit 14.3.18 re: unsatisfactory contractor works.

**CCTV Working Group.** Arranged and attended CCTV Working Group Meetings on 19.2.18, 7.3.18 and 14.3.18, liaison with C Burton, Mayfair Security, prepared and issued 3 sets of minutes, plans and upgrade quotation – to present to full PC meeting 19.3.18.

**Rugby Club Refurbishment** Liaison with Matt Orford, Paul and Amanda Romans re: obtaining final proposed plans and securing architect. Issued plans to all Parish Councillors for comments. Plans agreed – liaison with Architect – plans submitted – CDM arranged and delivered payments to architect and SDC. Agreed updates to be provided by Rugby Club prior to next LAP meeting.

**Additional Activities** ILCA – completed Module 2. Prepared and Issued LAP Agenda for 5.3.18, attended Meeting and completed and distributed Minutes. Issued Planning Agenda, attended Planning Meeting 19.2.18 completed and distributed Minutes, issued PC comments to SDC, prepared and issued Planning Agenda for 19.3.18. 4 days annual leave and 1 day toil taken. Prepared and issued correspondence to Agata, Shared Access. Arranged Laptop repairs. Liaison with Age UK/DIAL re: outreach. Liaison with Environmental Health, SDC – issued Fly Tipping Report. Attended Community First meeting re: Charity Governance and Community Business Projects. Liaison with D Varley re: removal of fallen tree on EPC and completion of remainder of works to Trees on London Road as per Tree Survey. Attended Key Fund Presentation re: loans, grants, outcomes for community and social enterprises. Competed Community Estate Walkabout with SDC, Councillors, Police on 20.2.18. Arranged PAT Testing for Fairways, Rugby Club and Eversley Park Centre for 2018.

AMO 14.3.18

**MINUTES FROM THE LAND AND PREMISES COMMITTEE OF SHERBURN-IN-ELMET PARISH COUNCIL HELD ON MONDAY 5<sup>th</sup> March 2018  
@ 6.PM IN THE PARISH COUNCIL OFFICE**

**Present:** Councillors Mrs B. Thwaite (Chair), Mrs J Brown, Mr C Lake, Mr P Doherty, Mr D Buckle and Mrs Anne-Marie Oldroyd (Community Development Manager)

**1. Apologies:** Councillors Mr M Hobson and Mrs J Prescott.

**2. Declaration of Interests:** Councillor Thwaite declared an interest in the White Rose Football Club and the Rugby Club, Councillor Doherty declared an interest in the Community Trust and Councillor Buckle declared an interest in the Teasel Trust.

**BUSINESS.**

**3. Matters for discussion:**

**i) To discuss Rugby Club – Refurbishment and Planning Application Update. (Cllr Thwaite).** Councillor Thwaite provided Committee members with A3 copies of the existing and proposed elevations and floor plans and asked for comments on the plans. CDM had previously e-mailed the plans to all Parish Councillors, requesting written comments or attendance at LAP meeting to give verbal comments by 5.3.18. All Councillors who had replied or were in attendance at the meeting agreed that the Plans were appropriate for submission as soon as possible to Selby District Council to enable Planning Permission to be obtained. Priority refurbishment areas are the windows/exterior, interior downstairs (showers) and completing the side extension although Councillor Thwaite advised that a full specification (including upstairs) will be requested prior to completing and issuing a tender document to prospective contractors to supply quotes. It was also agreed that this refurbishment will require a full schedule of works and may need a project manager/clerk of works to oversee the building works. Councillor Thwaite confirmed that the Clerk has now received confirmation from Carole Baker, SDC that S106 monies are now secure for this project. Rugby Club members are obtaining quotes and have applied for additional funding from CEF in respect of the Disabled Toilet Facilities but will be requesting additional fundraising support.  
**Actions: LAP Committee requested CDM contact Architect to submit Planning Application to Selby District Council and arrange payment of Architect and SDC fees. CDM to arrange meeting/update from Rugby Club prior to next LAP meeting.**

**ii) To discuss Memorial Garden at the Library. (from PC Meeting)**  
Councillor Thwaite has visited the site and showed the Committee pictures taken of the current problems. Councillor Brown outlined the original funding received for the site. A discussion took place regarding repairs that would be required to enable the space to become a useable space for the Community. Initial suggestions were - remove the remaining gate and both sets of posts, repairing the concrete slab steps, and wall. Laying a gravel which would be enclosed within a matting/wirework structure to prevent gravel being possibly thrown around the site.

Re-arranging the planting and additional seating in the lower area. Screening the unsightly Gas building to the rear of the site (which also has a hole in it). Councillor Doherty suggested engaging with Young People to obtain purposeful ideas for using/improving the space as it was in close proximity to the Community Library/Proposed Youth Hub and this would enable Young People to be on board. Actions: **LAP recommended that CDM liaise with Prevention Team/Carl Wetton re: obtaining input/ideas from Young People. Clerk to contact Gas Board re: repairing the hole in the side of their building. Quotes to be sought from professional contractors for works to be carried out but this should be at a later date following any feedback received from Young People.**

**iii) Fire Risk Assessment Recommendations update - SWRFC (Cllr Thwaite).** CDM reported that all recommended equipment has now been purchased – 1 x 2kg CO2 Fire Extinguisher and Fixing Bracket and Extinguisher Sign, 2 x Fire Door – Keep Shut Signs, 1 x Long Life Battery Powered CO2 Alarm and 1 x Glow in the Dark – Mind The Step Sign. (Total Cost £93.99) (NB. Central Fire Services quote was £345.42 although this did include 9 x Fire Action Signs which have been copied instead.) Quotes are still required for the Disabled Access Ramp and Laundry Room Fire Door. In light of the above information, a discussion took place regarding best value.

**Actions: LAP recommended that CDM progress obtaining quotes for Ramp and Fire Door. CDM to gradually work on amalgamating repairs/servicing across sites (ie. Boiler checks/PAT Testing/Annual Fire Extinguisher checks) from a list of preferred providers to reduce call-out charges and to ensure Best Value is achieved.**

**iv) To discuss Entrance to Eversley Park field. (Cllr Buckle).**

CDM reported on quotes received to date as per specification.

Groundworks £25352.00 + VAT

D. Haigh & Co £39000.00 + VAT

*Eastwood £5241.50 + Stead £19800.00 = £25041.50 + VAT*

*Eastwood £5241.50 + Stead £7200.00 + Moxons £4860.00 = £17301.50 (Anti-Skid surface in Green instead of green aggregate)*

**Actions: CDM to progress final quote to present to Finance meeting on 12 March 2018. N.B – Figures in Italics above were obtained after LAP meeting but were requested to be included in the minutes for completeness.**

**v) To discuss Allotment – shed/insurance. (Cllr Thwaite)** Councillor Thwaite provided details regarding the shed sited on the Allotments and explained the sheds' size/structure/layout and provided details of what the building was used for and what it contained. Councillor Thwaite asked the Committee for comments in terms of making the Allotment shed "fit for purpose". A discussion also took place regarding shed insurance and membership of the Allotment Society.

**Actions: LAP recommends consultation with Mr Green regarding Allotment Society Membership and the shed on site.**

**vi) To discuss CCTV signage on Eversley Park Area. (Cllr Buckle).**

Councillor Buckle stated that HAGS had provided information regarding CCTV covering the Outdoor Gym. When this area is being used by members of the Public, we need to inform them that CCTV is in use and recording the area in



question. Providing a CCTV Sign on a Pole in a prominent position near the Outdoor Gym would meet this requirement and also may deter vandalism of the equipment. Councillor Buckle also confirmed that the Outdoor Gym has been included in the HAGS future maintenance contract.

**Actions: Clerk to purchase a CCTV Sign with a pole under agreed powers.**

**4. Date of Next Meeting – Monday 9th April 2018.**

**CORRESPONDENCE RECEIVED/SENT SINCE  
FEBRUARY 2018 MEETING  
FOR INFORMATION ONLY**

**CORRESPONDENCE RECEIVED**

- 26/2/18 SDC- Council tax information. Sent out to all Councillors.  
4/3/18 Resident enquiring about proposed development off Hodgsons Lane  
6/3/18 Creative Shed .have moved to Leeds East Airport, Church Fenton,  
LS24 9SE.
- 8/3/18 NYCC-they have written to properties bordering Moor Lane/Wolsey  
Croft footpath asking for hedge to be trimmed back.  
Also writing to residents about fencing partially blocking footpath 12.

**CORRESPONDENCE SENT**

- 21/2/18 NYCC Paths regarding path Wolsey Croft/Moor Lane.  
21/2/18 Police regarding cars parked almost all the time junction Tomlinson  
Way/Garden Lane.  
21/2/18 Police regarding parking on Main road near to Milford Station.  
21/2/18 Mytum & Selby -removal of fridge Moor Lane  
21/2/18 Mr Ward regarding trees overshadowing garden- cannot help  
Cllr Packham has checked and these are not in fact our trees  
These are private trees- Clerk written Mr Ward and told him to contact  
the owners of the properties involved for this work to be done.  
21/2/18 NYCC asking for No through Road sign at top of Hodgsons  
Lane/Moor Lane junction.  
23/2/18 Northern Rail regarding car parking at Sherburn Station.  
5/3/18 Resident sending details of Hodgeon's Lane proposed developments.