

**MINUTES OF THE MONTHLY MEETING OF SHERBURN-IN-ELMET PARISH COUNCIL
HELD IN THE HARRY MOUNTAIN ROOM AT EVERSLEY PARK CENTRE ON MONDAY
16th MAY 2016 @ 7PM**

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

Also present: 1 Member of the public.

MEETING BUSINESS

2. APOLOGIES FOR ABSENCE:

No apologies were received.

3. DECLARATIONS OF INTEREST

No Councillors had interests to declare.

4 MINUTES OF THE LAST MEETING

Minutes of the last meeting held on Monday 18th April, 2016 were approved and signed by the Chairman.

5. PUBLIC OPEN SESSION

The resident had no issues to discuss.

6. POLICE ISSUES.

Councillor Lake reports he has spoken to Sgt. Brighton and he would like people to put things in writing so that reports are filed and this would, hopefully get more action. Sgt. Is hoping to spend 3 days a week in Sherburn. Councillor Devers was concerned that this action had been taken when he had been elected to be the liaison with the Police and all Parish Council reports/complaints should come from him. Councillor Devers reports he has spoken to Julia Mulligan (Police & Crime Officer) and she will let him have dates when she could attend Parish Council meeting. **Resolved that all future Parish Council contacts with the Police should be through the Liaison officer. Obviously the public should contact the Police direct.** Councillor Thwaite reports that knife has been found on Eversley Park awaiting Police collecting.

7. NORTH YORKSHIRE COUNTY COUNCIL

To Report and take comments on.

County Councillor reports;

i) Fracking- Planning meeting with regard to this will be held on Friday at County Council offices. County are expecting at least 5000 people to attend this meeting.

ii) Bus Services – New discussion is taking place on Bus services, some in this area. A very small number of bus services in our area are subsidized and all subsidies could be stopped by 2020. Services are being cut because they are not well used and not commercially viable. It is a case of “Use it or Lose it”. Councillor Thwaite reports that the 402/402 service timetables are out of sync with Leeds timetables.

iii) Civil Parking Enforcement- Report forms are available in the Parish Council office. Enforcement say they have looked at this village and there are no issues at the moment.

Resolved these forms be put on the website.

8. CORESEPENDENCE

- i) To receive complaint about Dog fouling in the village** -Clerk reports that Mr Varley has taken spray cans to do the signs on the paths etc again. It was suggested that we try a 1 off scheme of plastic bags by the bins to try and get people to dispose of the fouling responsibly. **Resolved that CDO find out cost and report to next meeting.** Councillor Buckle reports he has got 30 new signs to put over worn ones, has put 10 out at the moment. Will get more.
- ii) To receive invitation to the Engagement Forum strategy meeting at Civic Centre on Monday 23rd May. 5.30pm-7pm.** 5 Councillor wishes to attend but Clerk had been told this was not possible. Another meeting for any Councillors would be arranged and SDC would let Clerk know dates.
- iii) To receive letter from IMI-Cenotaph regarding cleaning of War Memorials.** This is just a circular and agreed that our War memorial is not in need of cleaning at the moment.
- iv) To receive thank you from SADRUG for our subscription.** There are currently a number of issues re-services at both Sherburn and South Milford and our assistance is a great asset.
- v) To receive list of bus service changes from NYCC.** Copies been sent to all Councillors and also website.
- vi) To receive request for planting thorn bushes on area outside EPC to stop youths kicking balls against the wall.** Much discussion took place and a vote was taken, **No Councillors in favour of this planting.**
- vii) To receive request for height/size of the hedge along the Eversley Park by sheltered housing be trimmed back –Resolved Clerk get Mr Varley to do this.**
- viii) To receive letter from S.I.B. thanking Council for return of unused funds for the Old School grant and wishing the Council all the best for the future with this project.**
- ix) To receive letter from RoSPA regarding training for Operational Playground Inspections course at York on 14-16th June. As Council have their areas professional checked this was thought unnecessary.**
- x) To receive letter from Cawood Parish Council regarding introducing a Sunday service to York asking this Parish Council to contribute to this service.** They are arranging a meeting with all Parishes along this route. **Resolved the Clerk write and say this Parish would be interested in attending this meeting to find out what is suggested.**
- xi) To receive letter from YLCA regarding conference regarding Devolution in London. No Councillors able to attend.**
- xii) To receive letter from Marie Curie Great Tea Party 20th-29th June.** Asking as many people as possible to organise tea parties in this time to raise funds for this charity.
- xiii) To receive complaint about the untidy state of the Memorial Garden by the Library-** This is in a very untidy state being vandalised by Youths, also rats on the area. Councillor Lake suggested we look at a proper CCTV camera in this area, would have to liaise with Library about this. Councillor Devers stated a lot of the rubbish is from the Takeaways, proposed that we write to all Takeaways in the village asking them to be more vigilant about their rubbish, as a lot of them full and overflowing which is encouraging rats in the areas. **Resolved that CDO do this. Councillor Thwaite has asked Mr Varley to get this area tidied up.**

9. PARISH COUNCIL BUSINESS

a) PLANNING

i) **Report on Planning meeting** –Councillor Streatfield reports separate minutes will be sent. Biggest ones were for the 20 houses down Moor Lane and also Hodgsons Lane re-application for 270 houses. Appeal has been arranged for October at Tadcaster and Parish Council have requested permission to speak at this under Rule 6. Reported that this could cost the Parish Council up to £10k if we have to employ a Planning Consultant to do this. Councillor Packham reports that Selby are opposing this and not sure what the Parish had to say would make much difference, suggested that the Parish should meet with SDC and find out what their position is before deciding about committing the Parish Council to such a large outlay of funds. Councillor Packham reports he has spoken to Selby and they are in agreement with meeting the Parish about this.

ii) **Report from Transport/Traffic Committee** – No meeting held.

iii) **Construction sites** – Chairman reports that a meeting is to be held on the 19th May with Strata as they are concerned about people taking photographs of their staff going about their lawful work. **Resolved that Chairman, Councillors Packham and Hobson and SDC Enforcement Officer should attend this meeting.**

iv) **Brownfield Sites** – Chairman reports this was put on the website asking for areas for Selby District but no response at all.

b) COUNCIL

i) **Community Development Officers report** –This has been previously circulated to all Councillors. Still awaiting refund from the company for the unsuitable defibrillator box. Much discussion took place and what action should be taken Councillor Devers proposed and Councillor Wake seconded that a better box be acquired and the donated defibrillator be placed in this. Councillor Packham proposed an amendment to this that we do this but put a time of 4 weeks for the decision or we purchase our own machine for this box. This was seconded by Councillor Devers a vote was taken on this amendment and **Resolved that this be agreed. I abstainer from this vote. Following this item it was Resolved this report be accepted.**

ii) **Update on Tesco Community Funding-** Chairman reports this is still on hold at the moment.

iii) **Request for tidying up Village Centre-** Councillor Buckle reports there have been some positive results. 2 hour stay at Wolsey Parade area been enforced and having positive results.

Jacksons have had cobbles re-laid. Elmhursts got quotes for re-rendering their building and this should be done soon. Natwest Bank still up for auction. Dry Cleaners state the area outside their shop is not theirs. Wall on corner of Moor Lane/Finkle Hill would cost £1700 to repair. Spar are getting their bollards repaired. Councillor Buckle will keep on with this.

iv) **Update on Tour de Yorkshire** – Chairman reports that this was a very successful event only real problem was the lack of TV coverage. Councillor Thwaite thanked the sub-committee for an excellent job on this event.

v) **CIL and Neighbourhood Plan** – Councillor Streatfield reports that this had been advertised on Facebook and 3 replies of people willing to help. There will be a recruitment campaign at the Gala to try and get more people interested. Councillors were adamant that this should not be Council run that the public must be involved or it could not go ahead. Councillor Packham stated he would help with any Planning issues but did not wish to be on the sub-committee.

vi) **Update on Council's Facebook page** - Councillor Streatfield reports this has been well viewed with the Road Closure notices getting most interest. Praise from one resident regarding Grass cutting.

vii) **Complaints on Grass Cutting** –Councillor Hobson states that weed killer has been sprayed about which has not been very well done. Also he has been around the village taking pictures of problem areas, worst one being Oak Terrace, Councillor Packham states the problem with this area is it is not on our plan as it was outside 30mph so did not appear on NYCC list of work to be done. It will be added to future work areas. **Resolved these complaints be sent to CDO for his attention.**

viii) **Litter Oak Terrace area-** Councillor Hobson had asked for this to be on agenda. Councillor Packham states that this is a District Council issue.

ix) **Bin by Library needs moving out of bushes** – Councillor Brown had asked for this on last months agenda, Clerk needed to know where this is as our Contractor had checked and none appeared to be in the bushes. Councillor Brown reports that the bushes have now been trimmed back from this bin.

x) **To discuss Policy regarding Email Addresses** –Chairman reports he has had email from our website and email provider pointing out that some of our Councillors do not use the Parish Council email addresses. Councillors Thwaite, Hobson. Buckle, Wake, Devers and Jordan. **Resolved that it would be best practise for all Councillors to use the Parish Council email addresses, only exceptions being District of County Councillors who can use their council emails. Councillor Streatfield will assist the Councillors to set up these Parish email addresses.**

xi) **Data Protection and Management Policy to approve draft wording-** this had been sent to all Councillors prior to this meeting and it was Resolved this should be adopted.

xii) **To consider moving Parish Council letter box from door to a box on the wall** – Clerk reports that Police have suggested this as a safety measure as anyone can something through the letterbox which could result in severe damage to the office. **Resolved the CDO get prices for a secure post box.**

c) **FINANCE**

i) **To Agree minutes of Finance meeting held on Monday 9th May I (previously circulated to all Councillors). The Annual Audit Governance and accounting statements and alteration were signed by the Chairman and Resolved these were approved. Minutes of the Finance meeting Resolved and actions agreed.**

ii) **Cheques totalling £98,619.92 (see separate list) were approved and signed by the Councillors.**

d) **LAND & PREMISES**

i) **Minutes of the Land & Premises meeting held on Tuesday 2nd May 2016 (previously circulated) Councillor Thwaite was concerned that an item on the Village Centre Project had been added to these minutes which were not on agenda and this is nothing to do with LAP anyway. Wanted this minute to be removed. Resolved these minutes be approved after the removal of the Village centre item.**

e) **PERSONNEL/TRAINING**

i) **To approve minutes of Personnel Meeting held on Monday April 25th- agreed this item be moved to Part 2.**

ii) **Follow up Report on meeting with Sheena Spence YLCA** – Councillor Lake reports we have we have had response regarding CDO's contract but nothing yet from Clerks contract. **Resolved a further Personnel Meeting be called as soon as possible to discuss this further.**

iii) **To approve Clerks 2 week holiday from 1st -15th June. Resolved these be approved.**

10. OTHER REPORTS

a) **Selby Rail Users** – no report.

b) **Gala Committee** – Councillor Lake reports all ongoing. Atha on site. Councillor Brown asked if Parish Council could have Community Mini-bus on their stand- Councillor Lake states there would not be room for this.

c) **C.A.B** - Councillor Brown reports that this could now come off the agenda as local office finished next month.

d) **Community Association** – Councillor Prescott reports they are busy with planting.

e) **Eversley Park Centre** – No report

f) **Yorkshire Local Councils Association** – No report.

g) **C.E.F.'s** - No meeting

h) **Rugby Club** – No report.

i) **Angling Club** – Councillor Hobson thanks Council for fencing approval will get on with ordering this now. Still need Staging process to go to LAP meeting for approval.

j) **White Rose Football Club** – No report. Councillor Thwaite states Youth Club usage has never been mentioned at any of their meetings.

k) **Fairways area**- No report.

l) **Aero Club Liaison Committee**- Chairman reports that they have re-jigged some of flight plans and are changing some routes. 2013 was worst year for complaints. They are having the usual Airt Race and Car shows this year.

m) **Village Centre Project** –Chairman reports that details of benches have been sent round and all fine are in keeping with the project. Chairman reports that this was finished off for the Tour de Yorkshire and it was agreed we look at this again and see what can be done to make it look better. Agreed this should be a fresh group of people to do this.

11. CLERKS REPORTS REQUEST FOR MATTERS FOR NEXT AGENDA

i) **Letter received from Lightsource** –the operator company has changed since the documentation this has now changed to Ash Row Farm Ltd are the Council happy for the deed changes to be made with this name change, it does not affect anything else.- **Agreed Council have no problem with this.**

ii) **To receive resignation letter from Councillor Streatfield** –due to work commitments Councillor Streatfield regretfully tenders his resignation from this Parish Council. Councillors thanked Councillor for his good work for the Council, will still be involved with the Neighbourhood Plan committee. **Clerk will notify District Council of this resignation.**

iii) **Annual meeting 2017- 17th April next year is Easter Monday** –this to be put on next agenda for change of date to be agreed.

iv) **Letter from YLCA regarding volunteers for guiding the business of Police work in North Yorkshire**-Copy been sent to all Councillors.

v) **Letter from NYCC regarding stopping up of small area top of Moor Lane/Hodgson Lane**-Clerk reports we have already dealt with this.

vi) **Purchase of updated edition of Arnold-Baker Local Councils Administration**- at a cost of £92. Agreed this be purchased.

vii) Notification of closure of Bishopdyke Road between 19th and 23rd May. Copies been sent to all councillors and the website.

viii) Letter complaining of condition of small area of grass/shrubs opposite Fairway area at corner of Pasture View –This to go on next month's agenda, as no-one quite sure who owns this area.

Items for next Agenda;

- i) Cycle link from New Lane/Low Garth Road**
- ii) Safe cycle parking in the village centre area**
- iii) Bin in Club car park (Councillor Jordan)**
- iv) Tidying up Notice Board (Councillor Thwaite)**