

**MINUTES OF THE MONTHLY MEETING OF SHERBURN-IN-ELMET PARISH COUNCIL  
HELD IN THE HARRY MOUNTAIN ROOM AT EVERSLEY PARK CENTRE ON MONDAY  
18 AUGUST 2014 AT 6.30PM**

**Present:** Councillors C. Lake (Vice Chairman) Mrs M. Hunt, Mrs J. Brown, M. Gibson, Mrs J. Prescott, B. Packham, P. Doherty, Mrs B. Thwaite, M Hobson, M Jordan and Mrs S. Hoyland (Project Officer).

Also present: 4 representatives from Network Rail and 3 members of the public.

**MEETING BUSINESS**

**32. DECLARATION OF ACCEPTANCE OF OFFICE:**

Councillor M. Jordan signed the required form for submission to Selby District Council.

**33. PRESENTATION BY NETWORK RAIL:**

Simon Coulthard explained that he was here on behalf of Scott Meadley who would be running the project but who was unable to attend due to holidays.

Mr Coulthard said that funding had recently been approved by Government to introduce electrification along the trans-Pennine route as part of a major scheme of investment in railway infrastructure throughout the north of England but particularly along the Liverpool, Manchester, Leeds, York, Selby corridor and Sherburn, South Milford and Church Fenton lines would be affected. The first phase of the project will involve works such as raising of any over-line bridge structures that are not clear of the required electrical traction wire heights and any necessary modifications to level crossings. Network Rail anticipate the electrification phase will be completed by Spring 2019 with works in this area planned in 2015.

Greg Collinridge-Moore then explained that there would be no significant intervention at our stations but it was intended that level crossings would be replaced with footbridge and ramps. Sherburn station was not included in the present scheme.

Councillor Packham asked if this would result in Sherburn losing priority and services however Mr Collinridge-Moore said the Selby to Hull line will be electrified and Sherburn would be an infill to this line and not overlooked. The electrification will provide an improved railway that will result in quieter, greener and more efficient transport in our area.

Councillor Lake thanked Network Rail for their presentation and they left the meeting.

**34. APOLOGIES FOR ABSENCE:**

Apologies were received from Councillors S. Haskell and Mrs N. Moerman, PC J. Richardson and Mrs M. Gibson (Clerk).

**35. DECLARATION OF INTERESTS**

Councillor Jordan declared interest in item 10(vii) regarding exercise classes on Eversley Park, Councillors Packham, Jordan and Mrs Hunt declared interest in item 10(ix) regarding proposed boundary changes. Councillors Doherty and Mrs Hunt declared interest in item 11(a) regarding Fairfield Link.

**36. MINUTES OF THE LAST MEETING**

Minutes of the last meeting held on Monday 21st July 2014 (attached) were approved as a correct record and signed by the Chairman, subject to amendment to minute 27 NYCC regarding change of boundary areas - to read "Selby Area 7 is to be combined with Hambleton and Richmondshire for administration purposes".

### **37. POLICE MATTERS**

There were no Police issues.

### **38. PUBLIC OPEN SESSION**

#### **Tree at junction of New Lane and Milford Road**

Parishioner said this dead tree had been reported at the June meeting but had not been removed. Cllr Packham stated he had previously requested removal and would do so again.

**Agreed Project Officer request removal by Selby District Council who own the land.**

#### **Mytum and Selby Licence**

Parishioner asked for result of queries regarding the Mytum and Selby conditions of licence.

Cllr Lake confirmed that, as reported at the July meeting, the Environment Agency had confirmed more or less anything can be taken into the site.

#### **Coley Lane Quarry**

Parishioner said their previous complaints of odours had been ignored. Cllr Packham informed that as a result of our complaints inspection procedures had been tightened and the site was now being inspected four times a year instead of twice a year.

#### **Buses using New Lane**

Parishioner complained that out of service Arriva buses were still using New Lane (40 buses went up and down on Saturday 16 August). **Agreed Project Officer send another letter of complaint to Arriva.**

#### **PC Minutes of Meetings**

Parishioner asked why minutes were not displayed on notice board and how could people find out what was going on. Cllr Lake explained that there were too many pages to display but the minutes were on the website and copies could be obtained from the parish office or the library but were not available until they had been agreed at the following month's meeting. Cllr Packham said "The Informer" carried news from the Parish, District and County and this was published four times a year.

#### **Public Open Session**

Parishioner complained that some Councillors did not welcome the public to this meeting. Cllr Lake said he was happy if public turned up to the meeting and gave their views. Cllr Thwaite said Councillors were volunteers trying to help their local community and wanted to know their concerns. Cllr Jordan said he had now been co-opted to the Parish Council but had put himself forward only after three months when no one else had applied to fill the vacancy.

### **39. NORTH YORKSHIRE COUNTY COUNCIL**

#### **To Report and take comments on**

County Councillor reported as follows:

#### **Planning application for Aldi foodstore**

Many complaints had been received, he is chasing NYCC and will report back.

#### **Eversley Park Estate roads**

Areas previously omitted are to be re-surfaced during September/October. Tomlinson Way had been left because a different material was to be used, the job was out to tender and work should be done in October/November.

### **40. CORRESPONDENCE**

#### **i) To Receive list of September Training from YLCA.**

This was noted, but no requests were received to attend the courses.

#### **ii) To Receive letter from NYCC regarding Raising Awareness of Implementation of Part 1 of the Commons Act.**

It was noted that further details would be published in October 2014.

**iii) To Receive letter from YLCA regarding reviewing our Councils Complaints Procedure.**

It was confirmed that this procedure had already been adopted by this Council.

**iv) To Receive letter from YLCA regarding proposed half day training in Routine Playground checks.**

It was agreed Councillor Thwaite could attend and to suggest Eversley Park Centre as venue.

**v) To Receive letter from website about communications questionnaire.**

It was agreed not to take part in this questionnaire.

**vi) To Receive letter from YLCA regarding suggested Training course in Playground Inspection.**

This was dealt with under item 40(iv).

**vii) To Receive letter from website regarding Raising Profile of Website.**

This letter had been copied to Councillors and was noted.

**viii) To Receive letter from James Gardiner.**

**It was agreed to offer facilities in Eversley Park for exercise classes on Tuesdays and Thursdays (early morning and early evening).** It was noted Kelly Mullikin would continue to use the park on Mondays and Wednesdays.

**ix) To Receive letter from Selby District Council regarding proposed boundary changes.**

This was discussed and due to lack of evidence regarding the views of the residents concerned it was **Resolved not to support the boundary change unless evidence was produced by South Milford Parish Council to support their request for a review.**

**x) To Receive request for double yellow lines outside 34 Springfield Road.**

**Agreed Project Officer ask Mr Herridge to submit his request in writing and we will pass the complaint on to District/County.**

## **41. PARISH COUNCIL BUSINESS**

### **a) PLANNING**

**i) Report on Planning meeting - see separate Minutes.**

**2014/0468/EIA - Land east of Fairfield Link -**

A proposal received from the developer to make a contribution payment towards the maintenance and/or upgrading of existing facilities in lieu of onsite provision of green space was discussed. **Agreed to reply that provision of the green space could provide a valuable facility for the residents of the new housing (to be maintained in a good condition) and to point out that the Recreation and Open Space Strategy (2006) notes there is a deficit of green space in Sherburn in Elmet and for these reasons we are not in favour of a payment in lieu of onsite provision.**

**2014/0692/FUL - 47 Low Street (Aldi Foodstore) -**

Additional information for comment by 22 August had been received on 18 August and it was felt this was unreasonable and more time was needed to enable an informed comment to be made. **Project Officer to request an extension of time for comments on latest plans.**

**ii) Report from transport/traffic sub-committee - Nothing to report.**

### **b) COUNCIL**

**i) Project Officers Report (previously sent) Resolved these be accepted.**

**ii) Report on YLCA Health Check - It was noted that there are no findings that cause great concern and the issues identified in the report can be addressed by the council as a**

matter of course and lead to improvements. **Resolved that Personnel Committee deal with implementation of the recommendations of the report.**

**iii) Report from sub-committee Community Action Plan.**

Councillor Packham confirmed receipt of the Project Officer's report regarding grass cutting and the Working Group would meet to consider further action. Councillors Packham, Haskell and Mrs Brown were to meet with Richard Coyne (South Milford) to consider the Plan and would report back to Parish Councils before taking it to some form of community engagement forum involving stake holders, eg Police, Doctors, Youth Services, etc. It is hoped to formulate a plan by Christmas and this can then be tied in with budget discussions.

**iv) Update on Parking in Beech Grove**

Councillors Thwaite and Packham reported they were to meet with residents shortly and will report back.

**v) Update on Sunday Bus Services**

Councillor Packham reported support from parishes and John Cattanach was presently in negotiation with Arriva.

**vii) Report on Open and Accountable Local Government and also ICO informed for public the Council must make available.**

Councillor Lake had read the document and reported as follows:-

There is no restriction on the recording of any Parish Council meeting by anyone by any means, ie writing, blog, tweeting, recording or video. As a public body the Council have to provide facilities for the public to record the meeting and it would be helpful if the member of the public could give the Clerk warning. During the recording of the meeting a "voice over" is not allowed as it would disrupt the meeting. Disruptive behaviour includes intrusive lighting, asking the Councillors to repeat sentences, excessive noise and moving site. If standing orders do not allow reporting of proceedings then they should be changed. The Council can meet in private if the presence of the public causes the meeting to breach legal obligations to third parties, or, lawful power is used to prevent disruption and orderly disruption. Meetings can be closed by a Parish Council resolution. Private meetings are allowed but only with 28 days notice and allowing for representation from the public. If representatives from public are to be ignored notice must be given not later than 5 days before the meeting. Decisions of the Parish Council should be published as soon as practicable, giving reasons for the decisions and noting any conflicts of interest. "Key" decisions to be made must have 28 days notice, but these decisions can be made without 28 days if the Overview Officer (District) is informed of the contents of the decision or revert to the 5 day rule. Executive decisions must, by law, be made public on demand.

**Agreed to discuss the recording of meetings at the next (September) meeting and Project Officer to find out if Selby or Tadcaster are considering this.**

**viii) Report on Lease of small area in The Spinney.**

Clerk had offered the land to Ms Blackburn at rental of £1 per annum and she had then asked if she could fence the land off and use as private garden. **Resolved fencing off was not permitted and Project Officer to inform Ms Blackburn.**

**c) FINANCE**

No meeting was held in August.

**i) To discuss request for payment of £5,580 for second stage of design for the Village Centre Project from Groundwork.**

Councillor Brown to check records and minutes for details of payments made and received and what has been agreed by the Council. **Resolved Finance Committee consider this payment and advise.**

ii) **Cheques totalling £3,764.68 (see separate list) were approved and signed by the Councillors.**

**d) LAND & PREMISES**

No meeting was held in August.

i) **To Report that play areas will all be checked in September.**

It was reported that David Varley is now the only volunteer opening and closing the Fairways.

**e) PERSONNEL/TRAINING**

i) **Staff appraisals**

Councillor Brown reported meetings with the staff had been held in August and it was **Recommended the office be decorated and this was approved.**

**42. OTHER REPORTS**

a) **Selby Rail Users** – Councillor Packham reported SADRUG were in discussion with Northern Rail about Sherburn station car parking improvements and South Milford station CCTV system. Works to South Milford station car park were complete.

b) **Gala Committee** - Nothing to report.

c) **C.A.B** - A meeting will be held this week.

d) **Community Association** - Nothing to report.

e) **Eversley Park Centre** – Councillor Lake reported that the Rugby Club were interested in a clubhouse extension to the Centre. **Project Officer to request Centre Committee discuss this at their next meeting.**

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

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

h) **Rugby Club** – Reported under item (e) above.

i) **Angling Club** - Nothing to report.

j) **White Rose Football Club** - No meeting held.

k) **Fairways area** - Councillor Mrs Thwaite confirmed Proctors had been asked to submit a quotation for fencing. **Agreed Project Officer to chase Proctors for their quotation.**

l) **Aero Club Liaison Committee** - No meeting held, next one to be in September.

m) **Community Mini Bus** - Project Officer reported that a lot of expense had been incurred recently, including vehicle repairs, MOT, road tax and insurance. There will be a meeting in September.

n) **Village Centre Project** - Councillor Mrs Brown had nothing to report, the result of the application to Awards Chest is awaited. Councillor Jordan confirmed he is seeking an urgent meeting with the Leader of the Council to resolve some funding issues.

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

**Items for information only**

i) **Email from DPP developers regarding Fairview Link** - Already dealt with under Planning item 41a(i). **Project Officer to reply with Council decision.**

ii) **Email from Mayfair regarding CCTV at The Cross and Fairways** - Request for clarification of order placed. **Councillors Packham and Haskell to look into this and respond to Mayfair.**

iii) **Letter from NYCC regarding proposed waiting restrictions at Hurricane Way/Aviation Road** - Council agreed to support the proposals.

**ITEMS FOR NEXT AGENDA**

i) **To consider the possibility of recording meetings.**