

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

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

Also present: 2 Member of the public.

**MEETING BUSINESS**

**12. APOLOGIES FOR ABSENCE:**

Apologies were received from Councillor Prescott.

**13. DECLARATIONS OF INTEREST**

Councillors P. Doherty and K. Devers declared an interest as Trustees of the Sherburn in Elmet Community Trust.

**14 MINUTES OF THE LAST MEETING**

Minutes of the last meeting held on Monday 16<sup>th</sup> May, 2016 were approved and signed by the Chairman.

**15. PUBLIC OPEN SESSION**

Resident wished to apologise to the Council over the **Village Centre Project**. He had taken copies of documents regarding this as he considered the Council could have used funds better than on this project (Youth Provision, Toilets etc). The resident had consulted with a solicitor who had made it clear that the funds used for this project would not have been made available for any other use and considering the Council had only put £11k into this he felt this was good value for money. Resident then mentioned **Social Club request for compensation of £726** while this work was ongoing. Parish Council had replied that as this work was done with full planning permission it was not usual practise to pay compensation. The Club felt that the Parish Council should be supporting them with Selby District Council to get this compensation. They have checked their deeds and it does say that the area in front would not be used for Car Parking but this is all it is used for, and is needed by the village. If Selby refuse their request the club feel they would be justified in denying car parking on this area.

Chairman stated that as a Parish Council we can do nothing, but Councillor Packham agreed to take this matter up with Selby to see if an amicable solution can be found. Councillor Buckle asked the resident to thank the club for all their help on cycle Saturday this was much appreciated.

Second Resident then brought up the matter of **speeding in the village**. Resident had noticed new signs in Barkston Ash which seem to be quite effective. Councillor Hobson is meeting with Julia Mulligan (Police Commissioner) this week so will bring this matter to her attention. Councillor Devers would also raise this with the Police at his next meeting with them.

**16. POLICE ISSUES.**

- i) **Police Presentation** –No Police present.
- ii) **Police Representative Report** –Councillor Devers trying to organise Sgt. Brighton attending a future meeting.
- iii) **Visit by Police Commissioner-** Councillor Devers felt that a visit from the Sgt. would probably be more helpful to the Parish Council.

## **17. NORTH YORKSHIRE COUNTY COUNCIL**

**To Report and take comments on.**

**County Councillor reports;**

- i) **County Councillors fund** –County Councillor reports he has again got £5K to spend on local projects.
- ii) **Household Waste Recycling Centres-**County Councillor reports that there is to be a proper review of centres to see if they are in the correct place. Councillors reported that at times there are up to 130 cars queuing at Tadcaster. County Councillor felt this was not being helped by the shorter opening hours.

## **18. CORESEPENDENCE**

- i) **To receive complaint about small piece of land at Pasture View-**Chairman reports that this is in fact Selby's responsibility and they have now been out and cut this.
- ii) **To receive 2 complaints from resident s in New Lane about dog fouling-** suggesting a rubbish bin on area at bottom of New Lane for a bins to be sited. CDO reports that the bin which Aldi are donating is to be sited at this area. He will chase this up.
- iii) **To receive letter from HSBC that Sherburn Branch is closing in August-**Resolved that Council write and ask that they reconsider this decision with 6000 people already in the village and 1000 more houses to be built.
- iv) **To receive request for litter bin at Pasture Way/Footpath 12 junction –Resolved that we look at placing a Barnsley Bin on this area.**
- v) **To receive notification of renewal of subsidised local Bus Services-**All Councillors received copies of this and no action proposed.
- vi) **To receive letter from Ministry of Defence asking Councils to fly the flag for Armed Forces Day.** Chairman had looked on website and this stated that no flags were available.
- vii) **To receive complaint about weeds round the village also wanting help to water flower tubs etc** –Community Association think the village needs weeds clearing and they would also like help with watering beds/tubs etc. Suggest that Parish Council employ someone to do this work. Much discussion took place and the general thought was that landowners should do this themselves. Councillors Hobson and Devers would volunteer to do some weeding etc for 2- 3 hours a week. Councillor Devers would also find out what the cost would be for someone to be trained to do spraying as Councillor Wake states that users of sprays etc need to have proper training and certificates. Council would also look at possibility of employing someone to do this work.
- viii) **To receive letter from NYCC regarding waiting prohibited proposals for Finkle Hill-** Proposals is for a 1 hour waiting restriction on the areas at Finkle Hill. Councillors felt that a 2 hour restriction would be better. **Resolved Clerk write to NYCC stating that this council feels that a 2 hour restriction would be better.**
- ix) **To receive 5 Easement documents from SDC regarding Strata Homes development these require signing and returning.** Chairman and Vice Chairman signed these documents.

- x) To receive request from CAB for funding towards their Sherburn Outreach which is really well used. Resolved that this council donate £1500 to this project.
- xi) To receive YLCA Training Programme for 2016. Copies been sent to all Councillors. Chairman wished to attend the 12<sup>th</sup> July Training for Chairmanship skills. Resolved this be agreed.

## 19. PARISH COUNCIL BUSINESS

### a) PLANNING

- i) **Report on Planning meeting** – Parish Council Chairman reported that Councillor Wake has been elected as Chairman of the Planning Committee. Council are getting more plans which need detailed looking at so it was agreed that in future Planning meetings would start at 6pm.
- ii) **Report from Transport/Traffic Committee** – No meeting held.
- iii) **Construction sites** – No report

### b) COUNCIL

- i) **Community Development Officers report** – This has been previously circulated to all Councillors.
    - a) Benches are on order for Village Centre Project.
    - b) Grass Cutting- edges of bowling green also Oak Terrace been missed off our list. Quote received for £100 for bowls first cut then £50.40 per month. Oak Terrace £25.20 per month. Appletree Way and Fairways are free of charge. **Resolved these be agreed. Also Resolved that CDO contact Contractors stating Council not happy with the work at present, the first cut was great but we have had to chase them continually since then.**
    - c) Defibrillator Box – this has now been delivered and will be fitted this next week. A much stronger box than the last one.
    - d) CEF grant application- CDO is getting claim for grant for Disabled platforms at Fishing club off this week to make sure they are in on time for consideration.
    - e) Clock and Plaque - Councillor Buckle reports that a plaque is to be erected at the top of Sir Johns Lane where the scouts were on Cycle Saturday calling this area “Cowbell Corner”. Also siting of the clock are checking with Doctors but this would need listed building consent if Doctors approve. Have looked at Hairdressers above for siting this and they are checking with their Landlords.
    - f) Library – Councillor Packham reports that the trust which will be running this are requesting a promise of funding of £5k from the Parish Council annually. Much discussion took place and it was **Resolved that the Parish Council agree in principal to consider this funding but would like a detailed run down of what this would be spent on. Chairman and Councillor Devers abstained as trustees of the Community Trust.** Councillor Packham reports that other villages in the area will be being asked for proportional funding.
    - g) Beechwood Grove – One light is now left on at all times. Let Councillor Packham know if these are not on.
    - h) Mail Box for Parish Council Office- CDO got two quotes. Both of these over £100. **Resolved CDO try and get someone local to make one for the Parish Council.**
    - i) Dog Waste Bags= these are very costly and the bags cost £22 for 200 sacks. **Resolved this be left at the present time.**
- Following these decisions the CDO report was accepted and agreed.**

- ii) **Update on Tesco Community Funding-** Chairman reports the Old Girls School are applying for funding from this scheme.
- iii) **Request for tidying up Village Centre/Car Parking signs** Councillor Buckle reports the pavement outside the Dry Cleaners is in a very bad state, can the Council get this repaired? Councillors felt that this is the responsibility of the land owner and if the Council touch it they would become liable for any injuries on this area. Councillor Devers would contact the Land Registry and check who owns this land. Councillor Packham reports that he will deal with getting Car Park signs erected on the first lamp post near the crossing directing people to the car park near to the Catholic Church.
- iv) **CIL and Neighbourhood Plan** – Chairman reports that they have 13 volunteers at present for this including an ex councillor. Many more needed to do this. Agreed further notices and items on facebook be done and then a Public Meeting be arranged.
- v) **Update on Council's Facebook page** – Chairman reports that most of the complaints on this are for items we are aware of and taking action on. One complaint about Garden Lane being impassable at School times because of cars parking there. Councillor Jordan states that the school do ask parents not to use this road.
- vi) **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.**
- vii) **To discuss Cycle Link between New Lane and Low Garth Link**-Chairman reports he and the resident have been and looked at this area and this would be possible. Council agreed this was a good idea but needed North Yorkshire County to install this. Councillor Packham would take this to NYCC and see what could be done, but did not hold out much hope in the present financial climate.
- viii) **Update on request for hedges cutting edge of Eversley Park** –Clerk reports this cannot be done until end of year when birds finish nesting.
- ix) **Change of date for April 2017 meeting** –**Resolved that the date of the April 2017 be changed from the 17<sup>th</sup> to the 10<sup>th</sup> April as the 17<sup>th</sup> is Easter Monday.**
- x) **Update on Village Centre Project-** Dealt with in CDO report. Clerk still holding Groundwork cheque awaiting funding from Eggborough Power Station. .
- xi) **Report on Grass Cutting-** Dealt with in CDO report.
- xii) **Updating Emergency Plan** –Chairman reports that this was last done in 2013 and needed updating. **Councillor Devers would do this updating. County Councillor would let him have NYCC contact.**
- xiii) **Update on email addresses for Councillors** –Councillor Wake reports he has problems with this computer, Councillor Hobson cannot do his. Councillor Thwaite will get hers done asap.
- xv) **Backing up Computer Records**-Chairman reports these need backing up regularly. **Resolved that a 1 hour Fireproof box be purchased for the office and records be backed up and made safe in this cabinet.**
- c) **FINANCE**
- i) **No finance meeting held. Next Finance meeting Monday 11<sup>th</sup> July 2016.**

- ii) **Request for Litter Bin in Club Car Park-** Councillor Jordan reports he has had this request from the Club wanting one in their car park area. Much discussion took place but is was **Resolved that this was on private property and not Parish Council responsibility.**
- iii) **Internal Auditors report-**In accordance with list of instructions sent all necessary procedures and systems are in place and well embedded in council practises. Accounts are clear and easy to understand and I am satisfied that records are well maintained and free from material errors. Councillors thanked the Clerk for a job well done.
- ii) **Cheques totalling £12,369.83 (see separate list) were approved and signed by the Councillors.**

**d) LAND & PREMISES**

- i) **Minutes of the Land & Premises meeting held on Monday 6<sup>th</sup> June 2016 (previously circulated)** Councillor Thwaite asked that if CEF funding not available for the Disabled fishing stages would the council agree to pay for this much needed work (cost would be £4162). **Agreed this would be paid for if the funding not forthcoming. Following this agreement these minutes were accepted and agreed.**

**e) PERSONNEL/TRAINING**

- i) **To approve amended minutes of Personnel Meeting held on Monday April 25<sup>th</sup>- Resolved these minutes be approved.**
- ii) **To approve holidays for the CDO as follows 4-10<sup>th</sup> August. 5<sup>th</sup>-9<sup>th</sup> September, 10<sup>th</sup>-18<sup>th</sup> March 2017.**
- ii) **To approve Clerks 1 week holiday from 2<sup>nd</sup> – 12<sup>th</sup> September.** Chairman reports that as Councillors can see there is a week in September when both staff wish to be on holiday. SLCC had stated Clerk should have preference, but not yet sent this in writing. **Resolved this be passed to Personnel Committee for sorting out.**
- iv) **To discuss NALC wage increase from 1<sup>st</sup> April for the Clerk –NALC recommend 12p per hour increase. Resolved this was agreed.**

**20. OTHER REPORTS**

- a) **Selby Rail Users** –Councillor Buckle reports that new Franchise want 5 people to adopt a station and they would then provide funds for safe bicycle parking, CCTV, Ticket Machines etc. The volunteers would have regular meetings direct with management. The suggestion is one from SADRUG and 4 others. **Agreed we put an appeal on Facebook for volunteers. There are to be upgrades on trains more trains stopping at Sherburn.**
- b) **Gala Committee** – No report.
- c) **Community Association** – No report
- d) **Eversley Park Centre** – 2 quotations received for new windows in Main Hall. **Resolved this be delegated to Finance Committee for decision and another quote be obtained**
- e) **Yorkshire Local Councils Association** – No meeting.
- f) **C.E.F.'s** - No report
- g) **Rugby Club** – Councillor Thwaite reports she has been round and CDO and herself are to get Health & Safety reports done asap.
- h) **Angling Club** – Councillor Hobson reports all going well.
- i) **White Rose Football Club** – Quotes received for boilers and CCTV at this area. **Resolved these be delegated to Finance Committee for final decision.**
- j) **Fairways area-** Councillor Lake reports that the drains are blocked on this area. Councillor Hobson reports that Yorkshire Water are working hard to get this cleared..

- k) **Aero Club Liaison Committee**- No meeting held
- l) **Village Centre Project** –Dealt with in CDO report.

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

- i) **Request from External Auditor for further information**- Clerk reports they requested full details of loans. Copy of Councils Budget for 2016/17 Proof that Except for matters from last year were minuted and actioned. Clerk has sent all this information.
- ii) **2<sup>nd</sup> Payment for S106 money for Tennis Club court repainting**-Clerk reports that the £1225 payment will be paid in the next few days.

**Items for next Agenda;**

- 1) **Loyalty Cards for shoppers (Councillor Buckle)**
- 2) **Speed Watch (Councillor Prescott)**
- 3) **Waste Bin Eversley Park (Councillor Devers)**
- 4) **History Board, broken glass (Councillor Brown)**