

**MINUTES OF THE MONTHLY MEETING OF SHERBURN-IN-ELMET PARISH COUNCIL HELD IN THE HARRY MOUNTAIN ROOM AT EVERSLEY PARK CENTRE ON MONDAY 19<sup>th</sup> FEBRUARY, 2018 @ 7PM**

**Present: Councillors P. Doherty (Chairman), C. Lake (Vice Chairman) B. Packham, Mrs B. Thwaite, Mrs M. Hunt, J. Boyd, D. Buckle, Mrs J. Brown, T. Platts, Mrs J. Prescott, Mrs A. M. Oldroyd (CDM) and Mrs M. Gibson (Clerk)**

Also present 9 members of the public and the press.

**MEETING BUSINESS**

**99. APOLOGIES FOR ABSENCE:**

Apologies were received from Councillors K. Devers and M. Hobson.

**100. DECLARATIONS OF INTEREST**

Chairman and Councillor Packham declared interest in Community Trust and Councillor Thwaite in White Rose and Rugby Club. Councillors Buckle and Boyd in Teasel Trust.

**101. MINUTES OF THE LAST MEETING**

Minutes and Part 2 minutes of the last meeting held on Monday 15<sup>th</sup> January. 2018 were agreed and signed by the Chairman.

**102. PUBLIC OPEN SESSION.**

Resident complained about the fly tipping around the **Recycle Bins at the entrance to Eversley Park**. These are not now being emptied regularly and rubbish is being dumped down the side of these bins when they are full, please could these bins be removed. As this item is on agenda later in the meeting it was agreed it should be discussed now. CDM reported we are having trouble with fly tipping all around the village, Councillors Boyd and Buckle felt then problem would be worse if the bins were removed. Councillor Packham asked if it was better when the bins were regularly emptied and the resident stated it was. Much discussion took place and then it was **Resolved that District Councillors and also Clerk to write and ask for bins to be regularly emptied and then review in 3 months to see if an improvement.**

Resident also asked about **letters sent out regarding parking in Beech Close none of residents happy with proposals**. Originally double yellow lines and parking permits for residents was proposed, why has this changed? Resident had tried to contact NYCC but could not get anyone to speak to. Councillor Packham stated that Councillor Hobson is the person to speak to about any County Council issues. Councillor Thwaite reports that parking permits is not going to happen so if this proposal not accepted then nothing will happen. Resident from **Wolsey Croft** asked what was happening about photos/reports sent to Clerk for the Police. Clerk reports she has sent them twice to the Police but had no response. Resident asked where he could get a **small loan of £750 to get his car on the road to tow his food trailer** to and from the Redrow/Persimmon site. Chairman stated that the Parish Council could not assist. Suggestions were made regarding the Federation of Small business and similar organisations. Councillor Hunt suggested he try "Crowd Funding" on Facebook. Resident wanted update on **when Police would be attending our meetings**, meeting had been promised but nothing appears to be happening about this. Councillor Packham stated he would contact PCC (as he had proposed some meetings ago) and see if he could get a meeting organised with this resident and the Police. Councillor Lake reported that Julia

Mulligan, Police and Crime Commissioner is holding a surgery in March but only for 1 hour. Councillor Packham would try and get booked in on that surgery. Resident also reported that the **Gala 100 club** has now got 16 members and is going on line in the near future. Resident had put in letter about small area of land at side of his property on 63 Low Street (Correspondence) No one seems to know who this land belongs to, Chairman stated he should try Land Registry As this is not Parish Council property.

### **103. POLICE ISSUES.**

- i) Police Presentation** – Clerk reports that Pc Wood cannot attend until October meeting without changing his shifts. Clerk has asked for an earlier attendance. Councillor Platts stated he has been on this Council nearly a year and no Police presence at any meetings yet. Councillor Boyd suggested we have a separate meeting when the Police can attend. Councillor Packham will try and organise this.
- ii) Police Representative report** –Councillor Brown reports that Ian McNiff attended the last YLCA meeting and stated there is a resource problem with attending Parish Council meetings but they always try and attend CEF meetings where the public can contact them. Councillor Brown also reports that a new Sgt Lauren McGreevy now been appointed. Next CEF meeting is in May but as yet no venue arranged.

### **104. NORTH YORKSHIRE COUNTY COUNCIL**

#### **County Councillor reports;**

As County Councillor not at this meeting there was no report.

### **105. CORRESPONDENCE**

- i) To receive list from YLCA with Planning Training date.** Clerk reports that CDM booked on 27<sup>th</sup> April date at a cost of £115.
- ii) To receive letter regarding “Green Ribbon” scheme for dog walkers which is being rolled out in various towns and villages.** This item was to be added to dog fouling item later in agenda.
- iii) To receive complaint about Hurricane Way parking asking for double yellow lines.** Clerk sent on to NYCC and SDC for them to deal with this.
- iv) To receive letter regarding disused drainage ditch at side of 63 Low Street.** Possibility of resident taking over this area. Dealt with in Public session.
- v) To receive complaint about Commuter Parking at Sherburn Station- Clerk to write to Northern Rail about this problem.**
- vi) To receive complaint about Car parked semi-permanently on the public footpath Garden Lane/Tomlinson Way junction- Clerk to write to Police about this problem.**
- vii) To receive request for two trees near to 35 Low Garth Road to be trimmed back.** Clerk reports that these trees have a TPO order on them. Much discussion took place and it was agreed Clerk write and state we regret we cannot help in this instance only work needed to keep trees healthy and safe is allowed.
- viii) To receive a request for a “No through Road” sign at top of Hodgson’s Lane.** Councillor Buckle states there is a very old sign there. **Clerk to write to NYCC asking for a new sign at this road end.**

## 106. PARISH COUNCIL BUSINESS

### a) PLANNING

- i) **Report on Planning meeting** – Chairman reports that minutes will be forwarded from this meeting. It was noted that the bungalows which were going all along the adjoining properties on Hodgson Lane now been reduced to just 8 bungalows.
- ii) **Construction sites-** No problems reported.

## 107. COUNCIL

- 1) **Update on Emergency Plan** – Chairman reports he has made a start on this. Clerk to send on old Emergency Plan for this information.
- 2) **Programme for Growth** – Councillor Buckle reports that we are not now getting £100k to get Village Centre improvements. Councillors Buckle would find out whether this work was cancelled or simply delayed. If necessary Councillors Buckle, Packham and Chairman would meet with Mark Crane.
- 3) **Youth Update** – Chairman reports that this ongoing, no time frame as yet for this. Everything very positive regarding this.
- 4) **Portable Speed Guns** – Councillor Boyd reports 6 people attended the training last week, they were supplied with the kit which is in the Parish Council office. Trainers thought that South Milford would be in on this but no-one turned up from there. Councillor Packham reports the only site which is approved at the present time is Wolsey Croft. Speed checks have been done on Hurricane Way and Fairway so these sites could possibly be added. Councillor Boyd reports it takes 3 people at least to do this, speeders are reported to Police who send out advisory letters. Councillor Platts asked about calibration of the machines, but Councillor Boyd states that none is needed. Chairman thought that it may help deter people from cutting through Wolsey Croft.
- 5) **Community Development Manager Report** – This had been sent out to all Councillors. **Resolved this be accepted.**
- 6) **Christmas Market-**This item was on Finance minutes. Councillor Buckle had sent out details to all Councillors of total cost for this year which would be £1600. Gala and Craft Fair people on board with this. Councillor Lake asked if they were wanting all funding from the Parish Council. Councillor Buckle stated yes they did. **Resolved that the Parish Council go ahead with this as an event for the whole village.**
- 7) **Memorial Garden near Library-**This item on Finance minutes. Can now be removed from the agenda.
- 8) **Update on website and social media strategy-** Councillor Platts reports that this is ongoing.
- 9) **Update on Entranceway Eversley Park** – This item was moved to Part 2.
- 10) **Update on Tubs in the Village-** Councillor Buckle still working on this, he has got 3 potential sponsors.
- 11) **Action List** –Chairman reports that all items on this list are being dealt with on the agenda, except for those involving Councillor Hobson who is not present.
- 12) **Update on Public Participation at meetings-**Chairman had sent out amended details for this. Present ones state people must have written consent to record meetings but this is not now needed. Would prefer the public to let Clerk know in advance of questions especially if raising multiple matters. Also make it clear public cannot take part in rest of meeting after public session finished. **Resolved that these be accepted. Also agreed 1 be laminated and put out on seats so all public know what they can contribute to the meetings.**
- 13) **Update on Data Protection-** Chairman reports we are waiting for full details being sent from YLCA, NALC regarding these proposals.

**14) To present written report regarding trees in Moor Lane (for information only)**

All Councillors had copies of this which states these trees are safe, just could do with some slight trimming. Councillor Lake wanted to send this report to residents in Moor Lane but it was agreed that no such action be taken.

**15) Dog Fouling, signs and signs for bins** –Councillor Hunt reports people fed up with dog fouling around the village and got quite a few willing to help with a spray session of the bad areas hopefully in April. CDM reports that SDC would provide stencils and spray paint. Councillor Hunt also got some posters suggestions and it was **Resolved some of these posters be ordered and Clerk contact SDC about paint and stencils. Green Ribbon scheme (mentioned in Correspondence)** Councillor Hunt states she has spoken to Riccall about this scheme and it appears to work well. **Councillor Hunt would progress this scheme.** Councillor Packham stated the area up by Highfield Green is really bad with dog fouling and he is meeting with Housing Association regarding siting a bin at the northern end of this site. Will let Clerk know if they agree to the siting of a bin. **Clerk to then order bin for this area. Clerk also to order notices for all our bins stating that dog poo can be put in normal bins.**

**16) Tree stump, Moor Lane**-Councillor Lake brought up this matter, but again this was dumped on the area which no-one appears to own. **Resolved Clerk reports to SDC and see if they can do anything about it.**

**17) Rubbish bins at Eversley Park Entrance**-This item dealt with in Public session.

**18) Removal of items from the agenda**- Councillor Packham stated that this month all unwanted items appeared to have been removed from the agenda. **Agreed Clerk make sure all finished items are removed from the agenda.**

**c. FINANCE**

**i) To approve Minutes of finance meeting held on Monday 12<sup>th</sup> February, 2018** Items regarding weed clearing was moved to Part 2. The rest of these minutes were then agreed.

**ii) Update on Outdoor Gym area**-Councillor Buckle reports that this is now fitted. HAGS coming out on Friday to sign this area off. Official Opening Day will be 10<sup>th</sup> March 11- 1pm it is hoped a Castleford Tigers player will attend. Refreshments will be available and also trainers to show how this should be used.

**iii) To agree Budget for 2018/19**-Clerk had sent all this proposal and also explanation of changes. Basically only changes is that Parish Administration split into salaries and Office costs and extra on LAP is for upgrading work on Rugby Club. **Following this explanation the budget for 2018/19 was agreed and approved.**

**iv) Update on proposed grant for Selby DIAL**- As it appears this is now moving in with Age UK Councillors wished to know what, if any, services they will be able to provide. CDM reports they would still provide an outreach service every fortnight for this village, but as it is now through Age UK it would only be available for the over 50s. However balanced against this it would now be available for able-bodied people, not just those who are handicapped. **A vote was taken and it was agreed to provide funding, subject to receiving written confirmation of the service described by the CDM.**

**v) To discuss tenders for Parish Council work**- Councillor Packham states he has looked at our Financial Regulations and they do need upgrading. Procurement Regulations state that contracts under £50k PC should get 3 quotes under £1000 PC should strive to get 3 quotes. These regulations need upgrading now the CDM in post stating that CDM should get quotes, in consultation with Clerk/RFO. All tenders should come through to the Clerk with a closing date for tenders and a date for opening sealed quotes with Clerk and possibly Finance

Chairman being responsible for this opening. Councillor Lake stated we should have an approved list of contractors, Councillor Packham stated that people should apply to be on this list otherwise Council could be accused of a "mates list" for these. **Resolved that Councillor Packham and Chairman review Standing Orders and Financial Regulations and this be reviewed at the May meeting.**

vi) **Cheques totalling £8,977.34 (see separate list) were approved and signed by the Councillors.**

**d) LAND & PREMISES**

i) **To approve minutes of LAP meeting held on Monday 5<sup>th</sup> February, Councillor Thwaite reports that the Rugby Club plans should be out this Friday then tenders could be sought for this work. Agreed that Clerk check regarding 106 monies for this work. CDM to progress getting quotes for this work as a matter of urgency so we do not lose this funding. Following this action the rest of the minutes were agreed and approved.**

**e) PERSONNEL/TRAINING**

i) **No meeting held.**

**108) OTHER REPORTS**

a) **Selby Rail Users** –Councillor Buckle reports we will not now be getting the hourly service in May this year as new trains will not be ready until later this year or early next year. Some concerns about parking at both Milford and Sherburn Stations. **Clerk to write to Northern Rail about our concerns.**

b) **Gala Committee** – No report.

c) **Community Association** – No meeting held.

d) **Eversley Park Centre- Request for new windows in HM Room.** Clerk reports that these are now 30 years old and getting rotten. **Agreed they get 3 quotes for this work and then Parish Council will consider this request.**

e) **Yorkshire Local Councils Association** –Councillor Brown reports meeting last week Yorkshire Air Ambulance attended which was very informative. Also Data Protection mentioned stating councils should await further details from YLC A before taking further action.

f) **C.E.F.'s** –Councillor Prescott reports that Eversley Park Centre had got £2k funding for the new flooring on the stage and HM room approved at this meeting.

g) **Rugby Club** – Nothing further to report.

h) **Angling Club** –Nothing to report.

i) **White Rose Football Club** –Councillor Thwaite reports they are looking for new sponsorship for their teams.

j) **Fairways area** – Clerk reports she is still awaiting Gary Limbert signing off on Bank mandate so that this can be changed for Parish Council to do banking etc.

k) **Aero Club Liaison Committee** – Councillor Platts reports that Richard Maxted would attend a PC meeting, when PC would like him to attend. As the Police have not responded we can assume they will not be at March meeting. **Resolved that Mr Maxted be invited to March meeting.**

l) **Craft & Food Festival 2018** –Councillor Buckle reports they have got extended licence for the Sunday for this event until 8pm.

m) **Community Library Steering Group** – Chairman reports all going well.

**109. CLERKS REPORTS, REQUEST FOR MATTERS FOR NEXT AGENDA**

**i) To receive complaint about parking on Main road side from South Milford Station- Clerk to send on to Police.**

**ii) Suggestion from resident that the skips be re-introduced every month-to try and alleviate fly tipping problem. Councillors felt this would make things worse.**

**iii) Fridge dumped off Moor Lane/Bypass roadside- Clerk had contacted SDC who state that Enterprise will not move this as a Health & Safety issue for their drivers. Councillor Hunt states that Mytum & Selby would move this, Agreed Clerk ask them to move this.**

#### **ITEMS FOR NEXT AGENDA**

**1. Data Protection (Chairman)**