

MINUTES OF THE MONTHLY MEETING OF SHERBURN-IN-ELMET PARISH COUNCIL HELD IN THE HARRY MOUNTAIN ROOM AT EVERSLEY PARK CENTRE ON MONDAY 18th JUNE, 2018 @ 7PM

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

Also present 7 members of the public and the Press..

MEETING BUSINESS

14 APOLOGIES FOR ABSENCE:

Apologies were received from Councillors Mrs J. Brown and K. Devers.

15. DECLARATIONS OF INTEREST

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

16. MINUTES OF THE LAST MEETING

Minutes of the last meeting held on Monday 21st May, 2018 were agreed and signed by the Chairman.

17. PUBLIC OPEN SESSION.

Resident complaining about the **builders signage on Wolsey Croft they are directing vehicles down this road which is "access only"**. Councillor Packham reports he has contacted North Yorkshire, District Council and also the Police asking what they are doing about this. Resident also complaining about **speeding**. Chairman reports that a speed census had been carried out did not show a problem with speeding. We have Community Speedwatch Equipment and a check will be done in Wolsey Croft in the near future. Resident asking about **"Sherburn 2" development when is this likely to commence**. Councillor Buckle stated that there are some enquiries for this area, in fact a company from Sherburn 1 wish to move to Phase 2. He reported that Gascoigne Wood site will be ongoing before Sherburn 2. Problems are getting staff locally to the site. Talks are ongoing with Aviva to provide bus services for this site, but Companies would have to put money into this service. Resident asked **when speed limits would be reduced down Low Street** this is still 40mph down by Athelstan School with children having to cross this road to get to school this is an accident waiting to happen. Chairman states this will be a 30mph area resident states this should be done as a matter of urgency. Councillor Packham stated this should have been done before the houses were occupied. Resident also asked **why it is 20mph in the centre of the village and 30mph in the housing estates**. Councillor Packham states that to reduce limits to 20mph means road changes being made. Chairman states that speed checks have been done and no speeding shown up. Resident complaining about **parking still on Rose Avenue** this was supposed to stop when new entrance erected but still a problem getting in and out of their properties. Resident also asked what had happened to the **funding for the Clock** which the Cycle Club wanted erecting from the Tour de Yorkshire funding which was left over. Chairman stated this was given to the Craft Fair to help get this off the ground. Resident stated they were promised this by the Craft Fair. Chairman stated that this is between the Craft Fair and the Cycle Club and does not involve the Parish Council

Resident thanked the Parish Councillor for **arranging meeting with the Police**. Resident also concerned with the **Parish Council's quoting procedures**- Councillor Lake stated that we are at present updating our procedures regarding this. Resident states that the public need to know what is going on and no secrecy of these procedures. Chairman stated that Parish Council have nothing to hide and are quite happy for residents to see relevant paperwork.

18. POLICE ISSUES.

i) **Police Presentation** – No Police present.

ii) **Police Representative report** – No report

iii) **Update on Suggestion for a Community/Police action day.** Councillor Prescott reports that new Police Sergeant Lauren McGilvery had stated they would be visiting Parish Council meetings in the next 2- 3 months. Community Day of Action Police are in general agreement with this proposed a Saturday in September for this, provisionally the 8th September. Neighbourhood Forum is proposed for Sherburn with quarterly meetings (similar to meetings held in Selby).

19. NORTH YORKSHIRE COUNTY COUNCIL

County Councillor reports;

1. **To discuss proposed double yellow lines in Finkle Hill and Garden Lane**-The proposals for Garden Lane the Council are quite happy about this. The Finkle Hill area the Council were concerned that this work be linked in with the proposed work on Beech Grove or this would only compound the problem in Beech Grove by moving the parked vehicles to that area. Councillors did note that the parking on Finkle Hill slowed traffic down coming in to the village. Clerk to write with Councils concerns and ask if it is possible to have a site meeting with regard to this proposal.

2. **Reply from NYCC about work in Village Centre**-NYCC state they have repaired damage sections and this area will receive a thin surface wearing course in August which will be the same colour and enhance the local area.

3. **Red Bear improvements**- Councillor Buckle reports he was in the village one morning when a meeting was taking place outside the Red Bear, he had gone to ask what was happening. Representatives from Sam Smiths, NYCC, Contractors, Architects and Dentists were in attendance. **It was resolved that the Highways would move the censor for the traffic lights so that work could start on this project. It is hoped this work will start in the next couple of weeks. Councillors disappointed that our County Councillor was not at this meeting, Agreed Clerk write and ask him why he did not attend this meeting also to send list of CC items for his attention (itemised in Public session) asking for a response before the next meeting.**

20 CORRESPONDENCE

i) **To receive complaint about road surface between Aldi store and the Swan at South Milford**- This letter has been passed to NYCC for their attention. **Agreed this be added to list for County Councillor.**

ii) **To receive complaint about tree outside no. 60 Finkle Hill** –blocking light and site lines for access/egress of property. Also street light out outside No 64 Finkle Hill. **Clerk has reported both complaints to NYCC and SDC.** SDC had responded that the Parish Council are responsible for the grass cutting and trees in Finkle Hill. Clerk emailed back stating we do the grass but have no responsibility for the trees-.Awaiting reply from SDC.

- iii) **To receive request from the Parochial Church Council asking for Parish Council help towards new carpet for nave and alter area at the Church.** Total cost for this work is £3,150. Much discussion took place and it was **Resolved that the Parish Council would donate £1575 towards this project.**
- iv) **To receive letter from SDC regarding Chairman's Charity Appeal-** the District Council Chairman this year is our Councillor Buckle. Chairman asked if we have ever donated towards this. Clerk states we did donate when a previous Parish Councillor was Chairman, this was 23 years ago. **.Agreed that Clerk check what we donated then and this to go to next Finance meeting for further discussion.**
- v) **To receive Training schedule for YLCA courses –** Chairman wished to attend the Procedures, Powers and Policies training at Wakefield on the 21st November. **Resolved that Clerk book this training.**
- vi) **To receive request for Archery for the Scouts top of Eversley Park –**This item was moved to be discussed with the Forest Schools request further down minutes.
- vii) **To receive complaint about parking in Hurricane Way –**Councillor Buckle reports there is a meeting this week with Debenhams regarding this problem as Cranswick Bacon have no parking for their staff. **Councillor Buckle will report to next meeting.**
- viii) **To receive request to complete survey regarding Adoption of CIL system –** Chairman reports that as Selby have adopted this scheme we do not have a choice.
- ix) **To receive letter requesting use of Eversley Park for a Children's party-** Agreed this item be moved to Forest School item further down agenda..

21. PARISH COUNCIL BUSINESS

a) PLANNING

- i) **Report on Planning meeting –** Chairman reports that minutes will be forwarded from this meeting.
- ii) **Construction sites-**Chairman reports Planning Committee writing to SDC keeping up pressure to make sure working hours are adhered to.

b) COUNCIL

- 1) **Update on Emergency Plan –** Chairman reports this is ongoing.
- 2) **Village Centre plans –** Councillor Packham reports meeting this Thursday regarding this project and will report back to next Meeting.
- 3) **Youth Provision-**Chairman reports there was supposed to be a meeting last month but this was cancelled. Meeting now arranged for the 9th July so will report back to next PC meeting. It was hoped to open this in October but will now be a little later. Chairman reports that he and CDM had attended a funding meeting at Selby and spoken to the Big Lottery about Awards for All funding. There had been a positive response to this. .
- 4) **Community Speed Watch-**.Councillor Boyd reports not had chance to get anything done with this, will get this moving in the near future.
- 5) **Action List-**Chairman asked Councillor Buckle what was happening regarding public meeting with the Police. Councillor Buckle stated he thought of inviting Mark Crane from SDC and also MP Nigel Adams to this meeting. Councillors felt this should just be with the Police and not be diluted by other problems. **Resolved that only Police be invited to this public meeting, Chairman abstained but all others in agreement. Agreed Councillor Buckle would organise this meeting and report back to next Meeting.** Clerk pointed out that website payment due at the end of this month. **Councillor Platts will come back regarding this urgently.**

- 6) **Update on Data Protection**–Chairman has sent out copies of Data Protection Policy documents for Councillor Approval. **Resolved that the Records Management Policy produced by Chairman. The Data Protection Policy and the Data Breach Procedure Policy be adopted by this council**
- 7) **Update on Christmas Market- No report**
- 8) **Rubbish Bins** –Councillor Hunt reports that Eversley Park overflowing when are these emptied. **Clerk to check when these are emptied and put this on agenda for next meeting.**
- 9) **Update on resignation of Councillor Hobson** –Chairman reports notice out regarding vacancy. Replies required by this Friday (22nd).
- 10) **To discuss bins at Eversley Park entrance** – Clerk reports SDC asking if we would retain the Tetra Bins at this area. **Resolved we would keep these for 3 months then monitor if any problems.**
- 11) **Community Development Manager Report** – This states that building work more or less done now for the old Girls School, funding ok at the moment. Opening day is on the 2nd September and the Archbishop of York will be opening this. Councillor Packham asked the Council to consider giving funding for this opening event. Councillor Buckle stated that £2k would cover this. **Councillor Buckle proposed and Councillor Packham seconded that this funding be given. Chairman abstained from this vote and Resolved that this £2k be donated for this event.**
- 12) **2018 Standing Orders** –Chairman reports that these now need updating un the light of the new version produced by NALC. Also Financial Regulations to be finalised. Councillors Lake/Platts and Packham would update these and send out to all Councillors before next meeting.
- 13) **To decide on Forest Schools usage of Eversley Park** –Clerk reports still no Bbusiness Plan received, Clerk to write again asking for this. Councillor Buckle reports he has spoken to Heather Kennedy at SADC regarding this and she felt that a charge should be made as this is a public area. She would be willing to attend a meeting with Council if we wish. **Agreed Clerk write and ask Heather to a meeting. Request for Archery at top end of Park for the Scouts group- Agreed Clerk ask them for a Risk Assessment for this proposal, also that we ask Heather Kennedy about this. Also request for a childs party on the park erecting gazebos etc. Resolved that there is no problem with the use of the park but no tents can be erected as this is a public area.**
- 14) **To discuss seating at Fairways area-** Councillor Buckle had requests for seating at this area. Had requests for 2 seats to be erected near to the children’s play area. **Resolved this go to next LAP meeting for further discussion.**
- 15) **Update on Solar Speed warning signs** –Clerk reports no reply yet from County Councillor. **Resolved this be sent again asking for a response before next PC meeting.**
- 16) **Bye Laws** –This item been requested by Councillor Devers who was not present at this meeting. **Resolved this go to next LAP meeting for discussion.**

c) **FINANCE**

- i) **To approve Minutes of finance meeting held on Monday 11th June, 2018.** Councillor Lake presented these minutes. **Resolved that all actions be approved and these minutes be accepted.**

ii) **CCTV Working Group** –Councillor Packham reports he has today met with Mayfair. Topographic survey been completed. 1st Phase will be the Town Centre/Library/and EPC. 2nd Phase which will be done at same time would include Fairway. When this is finished the net would have 3km range anywhere in the village. Starting figure is approx. £15k will report full figure at next PC meeting. Councillor Platts stated we need to make sure this meets with our new Financial Regulations. Councillor Packham reports we have to get NYCC approval for the library work to be done. Equipment cannot go onto the Rugby Club until the extension finished. Councillor Platts stated we would need new signage when the work is completed. Chairman reports that work is to be done in the Library roof on the 30th July so perhaps this work could be linked in with that work.

iii) **To discuss 3 year spending plan for the Council** – Councillor Lake reports that at the moment proposals put forward include: Fairway area upgrade (Bowls area), Rugby Club work and the Village Centre Project.

iv) **Internal Audit completed** – Governance Statement completed and audit signed off for 2017/18 by the Chairman.

iv) **Cheques totalling £8,207.81 (see separate list) were approved and signed by the Councillors.**

d) **LAND & PREMISES**

i) **To approve minutes of LAP meeting held on Monday 4th June, 2018.** Councillor Thwaite presented the minutes stating this was for information only. **Resolved that these notes be accepted and agreed.**

e) **PERSONNEL/TRAINING**

i) **To approve minutes of Personnel Meeting – No minutes presented.**

ii) **To report on Clerk to the Council Vacancy.** Chairman reports that three people are to be interviewed. Two on Wednesday and one on Friday this week. **Councillor Hunt was on standby for interviews if Councillor Devers still not well. Chairman and Councillor Packham other two interviewers.**

22) **OTHER REPORTS**

a) **Selby Rail Users-** Councillor Buckle reports that Northern Rail strikes not affecting Sherburn much. We now have 5 extra trains a day and the late night service is very well used.

b) **Gala Committee** –Councillor Lake reports this was very successful..

c) **Community Association** – Councillor Prescott reports tubs been refilled and they have put a request on Facebook for more helpers.

d) **Eversley Park Centre- No report**

e) **Yorkshire Local Councils Association** – No report

f) **C.E.F.'s** –Councillor Prescott reports that new Police Sgt and 2 PCSOs at last meeting. Funding meeting is on the 27th June.

g) **Rugby Club** – Councillor Thwaite reports that this extension work needs pushing on as soon as possible. Councillors Platts and Thwaite to meet up to discuss this with Rugby Club.

h) **Angling Club** – Councillor Buckle reports that the Otter problem appears to have been solved. Disabled toilets are now sited.

i) **White Rose Football Club** –Clerk contacted person using access illegally and he states that White Rose gave him consent **Resolved that White Rose have no right to give**

anyone access over this area, Clerk to write again stating this practise must cease immediately or action will be taken. Clerk reports no response to tender request for Fascias.

j) **Fairways area** – Clerk reports we have received a quotation for £2040 for a new basket swing at this area. Mr Varley stated he got one for Saxton Council for under £100. **Resolved Mr Varley go ahead and get this and get it fitted. Clerk still trying to get bank sorted out for this area.**

k) **Aero Club Liaison Committee** – No meeting.

.l) **Craft & Food Festival 2018** – Councillor Buckle reports that this is ongoing. Councillor Buckle states that South Milford Bonfire not going ahead this year because of Health & Safety problems..

k) **Community Library Steering Group** –Chairman reports all going well. 1st Year now completed. Sumer Reading Challenge will be running again this year.

23. CLERKS REPORTS, REQUEST FOR MATTERS FOR NEXT AGENDA

i) **FOI request** –Clerk reports she has had an FOI request for last 10 years spending on our areas, this would take some considerable time. She would get on with this asap.

ITEMS FOR NEXT AGENDA

No items forwarded from Councillors for the next agenda.