

**MINUTES OF THE MONTHLY MEETING OF SHERBURN-IN-ELMET PARISH COUNCIL
HELD IN THE HARRY MOUNTAIN ROOM AT EVERSLEY PARK CENTRE ON MONDAY
15th MAY, 2017 @ 7PM**

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

Also present: 2 members of the public and the Press.

MEETING BUSINESS

2. APOLOGIES FOR ABSENCE:

Apologies were received from Councillor Mrs B. Thwaite.

3. DECLARATIONS OF INTEREST

Chairman, Councillors Devers and Packham declared interests in the Community Trust.

4. MINUTES OF THE LAST MEETING

Minutes of the last meeting held on Monday 10th April, 2017 Councillor Wake wished amendment to minute no, 123b) vii) this should read Councillor "Wake" not Lake reports that this would be on a "3month and 6 month assessment" not contract following these amendments the minutes were approved and signed by the Chairman.

5. PUBLIC OPEN SESSION

6. POLICE ISSUES.

- i) **Police Presentation** – No Police present. Councillor Platts asked why Police do not attend meetings. Councillor Brown as Police Representative will ask if they could attend when on shift. She would let them have full list of meetings and ask them to let us know when they can attend meetings. Agreed Councillor Brown also ask if we could have details of any incidents so Council is aware of problems.
- ii) **Police Representative report** – No report.

7. NORTH YORKSHIRE COUNTY COUNCIL

To Report and take comments on.

New County Councillor has no report at the moment as just elected.

8 CORRESPONDENCE

- i) **To receive letter from SDC regarding Green Waste Month**-Would our council be interested in the proposal sale of compost made from green waste –**Resolved Clerk write and state we have no problem with this proposal. Also to let them know that Rufforth give this away so may affect this sale.**
- ii) **To receive letter from James Richards Circus** - regarding renting Fairways Area for an all human circus proposed at the end of summer holidays after school holidays finished. **Resolved Clerk write and state this area does not have an entertainments licence and also August/September it will be being used for football matches on a regular basis. Eversley Park may be available depending on dates.**

- iii) **To receive letter from Lions regarding creating a garden bed at bottom of Low Garth Crescent-** This is to mark the Lions centenary year. They will build, replant each spring and autumn and maintain throughout the year. Wish to incorporate two notices one celebrating the centennial year and the other informing of sponsorship of the bed. **Resolved Clerk write and state we have no problem with this and suggest maybe a bench as well be sited there.**
- iv) **To receive letter from SDC regarding use of Eversley Park for a dog chipping and responsible dog owning roadshow working with the Dogs Trust on the 19th July. Resolved we agree to this.**
- v) **To receive letter from NYCC regarding stoping up of small footpath area Moor Lane.** Previously been notified Court hearing on the 5th July for order under section 116 to stop this. **Clerk reports this is the small area of the Green Lane which was isolated when they built the bypass.**
- vi) **To receive letter from NYCC regarding Permit Parking Schemes.** Copies been sent to all Councillors.

9. PARISH COUNCIL BUSINESS

a) PLANNING

- i) **Report on Planning meeting 6.15pm In PC Office**—Chairman reports separate minutes will be forwarded.
- ii) **Report from Transport/Traffic Committee** – no meeting.
- iii) **Construction sites** –Issues with early starting which Enforcement Officers are dealing with. Councillor Platts asked why Council does not make a condition that Developers are members of the Considerate Contractors Scheme. Councillor Packham stated this could not be enforced.

b) COUNCIL

- i) **Update on Emergency Plan** – Councillor Devers reports his computer is still “locked down” on this file so he cannot do anything with this at the moment. . Councillor Wake will get started on this.
- ii) **Update on Email addresses for Councillors** - Ongoing.
- iii) **Programme for Growth** – Councillor Buckle reports they are still awaiting Groundwork response.
- iv) **Pavement Parking on Beechwood Glade** – Councillor Wake reports he has sorted this matter out himself by speaking to person involved.
- v) **Toilets in the village** –Councillor Hobson reports he has had a chat with the Club and they would be happy for the small side building to be opened up and fitted out as a toilet (single sex one unit) open from 9am -5pm at a cost of £8k per annum. Councillor Hobson stated he would be happy to put in £2k from his Locality funding for the next 4 years. Much discussion took place about funding a private area etc. Chairman stated this cost is higher than any other such schemes he has checked out. Councillors felt that we do need this facility but we need to look very carefully at what exactly is being offered. **Resolved that a working group of Councillors Hobson, Devers, Wake and Platts get together with the Community Development Manager and investigate this properly and report to full council as soon as possible.**
- vi) **Youth Update** –Councillor Hobson reports that it is now suggested that this is run at White Rose for 2 nights per week. Rachel Crossley will be at Gala regarding this and also a Consultation is being held at White Rose on the 30th June. 5.30 – 8.30pm.

vii) To discuss and reply to complaint from resident regarding Chairman and Clerk- The chairman abstained from any involvement in this discussion.

Discussion took place and Councillors felt that the Chairman had done nothing deliberately wrong and had already apologised to the resident. The Clerk admitted she had made mistakes which were not acceptable and apologised to the Council and the resident for these mistakes. Following this discussion **Councillor Packham proposed and Councillor Devers seconded that the following response to the specific questions he wished answered be sent to Mr Askey.**

i) The Councillors would not be willing to work with a Chairman who set out deliberately to deceive. Mr Doherty did not, the Council felt, intend to deceive, this was a genuine mistake on his part.

ii) The Chairman had already admitted he made a mistake on this occasion and has apologised to the resident and the Council.

iii) The Parish Council have checked and their present Code of Conduct was appropriate for this Council (as per YLCA email response to our enquiry). However in view of this complaint it has been decided to adopt the same Code of Conduct as Selby District Council .

iv) The Clerk has admitted that her response to the request was incorrect and apologised sincerely for the error.

We have now put all necessary actions in force to make sure this does not happen again.

Resolved that this response be sent to Mr Askey.

viii) Update on Traffic problems Wolsey Croft- Nothing further on this.

ix) To agree and adopt SDC Code of Conduct – Copies been sent to all Councillors prior

to the meeting for their approval. **Councillor Wake proposed and Councillor Buckle seconded that this be adopted by this council. Unanimously agreed.**

x) To discuss Data Protection Policy (Cllr. Devers) - Clerk reports that this was renewed last month with Information Commissioners. Councillor Devers proposed that the charge for printing for papers requested be increased from 10p to 40p. **Resolved this be agreed.**

xi) To discuss complaint regarding sign at Cowbell Corner (Cllr. Buckle)-Councillor Buckle reports the owner of the land not happy he was not consulted about erecting this sign. Councillor Jordan had asked the Vicar thinking this area belonged to the Church. **Resolved Clerk write to the owner apologising for the error and asking for retrospective permission for this sign.**

xii) To discuss litter problem on Eversley Park-Chairman reports problem very bad at weekends on this park when Mr Varley does not do this. **Resolved we find out when the gates are to be erected and then revisit and monitor this problem.**

xiii) To discuss Eversley Park all weather surface - Chairman reports we have got 2 grants for the all weather surface at the entrance to the Park. Strata been and had a look and are suggesting tarmac for this area. Councillor ,Buckle reports he has done a letter for the Vicar asking about putting tarmac at the top area, by the Scouts Hut, as this is very bad. Chairman pointed out that the Grant was for matting not tarmac so any change we would have to get full quotes and then go back to the Grant people for approval. **Agreed Councillor Buckle could send letter to Vicar about this path. Councillor Platts stated this would be another job for the Community Development Manager to look at and progress. Resolved this action be put in place when CDM starts employment.**

xiv) Action List – Chairman reports that Defibrillator Training was proposed for the 27th May but Councillors felt this was too soon and the June/July date would be preferable. Chairman would deal with this. Chairman also asked if everyone wishes to keep this action

List-Resolved that this should be retained, Councillor Platts asked that another column be added with number of action to be added.

c. FINANCE

i) To approve/agree minutes of Finance meeting held on Monday 8th May 2017 (attached) – Councillors concerned about where sign is to be fitted on Sculpture and it was finally agreed that when sign comes 3 or 4 Councillors would go up and see where it would look better. **Following these discussions the minutes and proposed actions were approved.**

ii) To complete/agree and sign the governance statement and accounts for the year end for the External Auditors - The Clerk read out the questions and Council agreed and ticked the boxes, **the Audit was then approved and signed off by the Chairman.**

ii) Cheques totalling £13,957.88 (see separate list) were approved and signed by the Councillors.

d) LAND & PREMISES

i) No LAP meeting held.

e) PERSONNEL/TRAINING

i) To report on Community Development Manager Post. Anne-Marie Oldroyd accepted this position. Chairman reports subject to references this post would start on the 5th June.

10. OTHER REPORTS

a) Selby Rail Users – Sunday trains to York 12.36pm, 3.08 and 5.37pm York to Sherburn 1.54pm, 4.06 and 6.10pm cost £4.60 return.

b) Gala Committee –Councillor Lake reports all going well, just hoping for good weather. The following Councillors will be on the stand. Councillors Wake, Platts, Brown and Prescott. Chairman will erect the Gazebo.

c) Community Association – Councillor Prescott reports AGM 14th June. Next litter pick on the 3rd June meet at the Scout Hut 10am.

d) Eversley Park Centre – No report. All councillors had minutes of meeting.

e) Yorkshire Local Councils Association – No meeting.

f) C.E.F.'s - Councillor Prescott reports next meeting a forum meeting 23rd May at Fairburn.

g) Rugby Club – No report

h) Angling Club – No report

i) White Rose Football Club –No report

j) Fairways area – No report

k) Aero Club Liaison Committee – No meeting held

l) Village Centre Project – Still awaiting Groundwork full report on full costings.

j) Craft & Food Festival 2017 – Councillor Buckle reports tickets selling well.

k) Community Library Steering Group – Chairman reports this has been a community library for 6 weeks now and going well. They now have an excellent coffee machine so coffee available in the library now.

11. CLERKS REPORTS, REQUEST FOR MATTERS FOR NEXT AGENDA

i) Letter of complaint regarding the increase in fast food outlets etc-Copy been sent to all Councillors –Councillors agree with this ladies comments.. **Agreed chairman would reply to this letter.**

ii) Company which does Neighbourhood Plans - letter from Company who support and help Parish councils with this plan. Council not interested in this at the moment.

ITEMS FOR NEXT AGENDA

i) State of the roundabout at the Stream Farm end of Bypass (Cllr. Hunt)

ii) Grass cutting (Cllr. Hobson)