

OFFICIAL NOTICE OF A MEETING issued 29 November 2019

**AN ORDINARY MEETING OF
STILLINGFLEET PARISH COUNCIL
IS TO BE HELD AT 7.30pm IN STILLINGFLEET VILLAGE INSTITUTE ON
THURSDAY 5 DECEMBER 2019**

Chairman: Cllr Paul Elmhirst
Clerk/RFO: Ruth Swales, Brookfield, The Green Stillingfleet YO19 6SG
clerk@stillingfleetparishcouncil.org

Meetings are open to the Press and Public except for any item labelled as part 2 under the Public Bodies (Admission to Meetings) Act 1960, Section 1

Press and public may not speak when the council is in progress; when councillors are discussing council business nor when councillors are in the process of decision making.

- Any elector is entitled to attend this meeting. Any concerns, questions or suggestions will be taken after the Chairman has welcomed those present. The time for this public participation will be limited to 15 minutes.
- Beyond the public participation session listeners may also speak at the end of the meeting for the purpose of sharing information only.
- Decisions cannot be made at this meeting on items not on the agenda.

Councillors are summoned to attend this Meeting of the Parish Council (detailed above) and to consider and resolve the business to be transacted on the agenda below.

A G E N D A

19059. Welcome / Apologies / Attendance:

- a) Chair to welcome Councillors, Clerk and any visitors to the meeting.
- b) Council to receive apologies and any reasons for absence from Councillors and to consider and resolve whether or not to accept any reasons given.
- c) All present are requested to sign the Attendance sheet.

19060 Public Participation: if appropriate

19061 Declarations of Interests:

Chair to remind members to make any declarations of interest in any agenda items.

19062 Minutes:

- a). Council to resolve whether to accept Minutes of the Parish Council meeting held on 3 October 2019.
- b). If approved, Chairman to initial and sign minutes as a true record.

19063 Matters Arising from the last meeting:

To receive information on the following ongoing issues and decide further action where necessary:

19063.1 **Playground** update:

- To receive an update from Cllr Elmhirst re developments regarding the land directly behind the Village Institute east of Croft Cottages which had been identified as a potential site for a children's playground
- To note that planning application papers have been circulated in relation to the proposed erection of a two storey dwelling and detached single storey garage on that land (ref: 2019/1064/FUL).
- To note that observations have been submitted by the Parish Council in respect of this planning application.

19063.2 **Village Hall ownership** update:

To receive any update from Cllr Elmhirst re his enquiries into the ownership of the Village Hall and consider applying to register the title at the land registry.

19063.3 **Village Green** update:

To receive an update from the Village Green Committee regarding the:

- Request for a derogation from Natural England re the re-grading of the grips and ditches and contracting with Anthony Atkinson to undertake the work.
- Proposed one year extension to the ES Higher level Stewardship agreement being offered by Natural England which is due to expire in 2020.
- Removal of the overhanging trees on The Green.
- Donation from the developer re the Manor Cottages gulley improvement.
- The preliminary exploratory excavation to identify the cause of the leak on the Green close to Heron's flight.

19063.4 **Update re Street Lighting costs:**

- To note that NYCC have responded to the enquiry re the Council's street lighting electricity costs by confirming that the Council's future energy bill will be based upon the Council's recent street lighting inventory and reflect that the Council currently has 3 LED lanterns. 2020/21 invoice will be based on the previous 12 months consumption, however, there will not be any rebate from previous years.
- To note that to aid the formulation of an affordable LED replacement plan NYCC have confirmed that upgrading a sodium lantern to LED would generate £41 p.a. saving per 20w LED replacement or £46 p.a. per 15w LED replacement. Based upon these estimates and the forecasted cost of replacement previously advised by NYCC (£710 + VAT) pay-back on each LED replacement would take 17 years. NYCC have suggested that if Council were to switch off the light between mid-night and 05:00, the saving could be even greater, thus reducing the payback duration.
- To consider whether Council wishes to include for any LED street lighting replacement in the 2020/21 budget.

19064. **Police Matters:** To receive information and consider any police matters raised by Councillor Harrison.

19065. **Planning Matters:** To receive information and updates on the following:

19065.1 **Stillingfleet Mine Site**

- To receive an update from Cllr Elmhirst following the NYCC Planning Committee the revised planning application for change of use of part of the former coal mine site, Escrick Road, Stillingfleet. – ref: NY/2016/0251/FUL.

19065.2 **Escrick Clay Pit**

To note that observations have been submitted on behalf of the Council re the proposed new quarry (ref: NY/2019/0136/ENV)

19065.3 **Update re recent Planning decisions:**

- To note the **granting of planning permission** re the proposed construction of a new rear single storey extension with flat roof and parapet, the introduction of a new personnel door to the rear elevation of the garage and formation of 2 new window openings to the rear gable at ground floor level at Croft View, Dales Court, Stillingfleet (ref: 2019/0802/HPA)
- To note the **discharge of conditions** of approval re planning application (Ref: 2016/1311/FUL) relating to the conversion of existing barns into three dwelling houses at Woodlands Farm Barns, Moreby, Stillingfleet.
- To note the **permitting** of the erection of a 1.5 storey self-contained annexe (ref: 2019/0710/HPA) (to replace the larger 1.5 storey garage/stable block with loft over approved previously under application reference 2010/117/HPA) at Lilac Cottage, Stillingfleet Lane, Escrick.

19065.4 **Update re recent Planning applications received:**

- To note that a re-consultation and request for listed building consent has been received re the proposed **conversion of service wing at Moreby Hall** into 9 residential units to include minor internal alterations, replacement doors and windows. (Ref: 2019/0942/LBC)
- To note that observations have been submitted by the Planning Committee re the Moreby Hall conversion.
- To note that an application for consent has been received re the removal of 10 Conifer trees along the southern border of **Chapel House, The Green** which is to be replaced with Laurel hedging (ref: 2019/1071/TCA).
- To note receipt of a planning application re a proposed installation of a new flue on the side elevation of Chapel House, The Green (ref: 2019/1001/HPA). No observations were submitted by the Council.
- To note an application for consent has been received proposing a 30% reduction of the sides of 2 maple trees covered by TPO 4/2003 at **Riber House Stewart Lane** Stillingfleet York YO19 6HP.
- To note receipt of a planning application re the demolition of **Fearndale, The Green, YO19 6SG** and the proposed erection of two new dwellings (ref: 2019/1055/FUL) and note that the Council's observations have been submitted.

19065.4 **Planning application review process:**

- To discuss the timescales for the circulation of planning application documentation.

19066. **Website Accessibility requirements:**

- To note that under the Public Sector Bodies (Website and mobile applications) Accessibility Regulations 2018 all local councils need to review their website and produce and publish a website accessibility statement.
- To consider the quotation of £200 which has been received from the Council's current website provider (Red Kite Services) to complete the accessibility audit and make appropriate reasonable changes to the website to enhance its compliance. (see appendix 1).

19067. Matters raised by Councillors:

- 19067.1 To consider what action should be taken re the road sign on Cawood Road, outside Eskridge which has one post that has corroded away completely at ground level leaving it in a dangerous condition, particularly in strong winds.
- 19067.2 To consider whether any action is appropriate re some properties on Cawood Road and Church Hill that have allowed their boundary hedges to overgrow the pavement, causing potential difficulties for pedestrians.

19068 Financial Matters:

- 19068.1 To receive a report from the Clerk/RFO re recent receipts and closing balances,

Recent receipts:

2 nd 50% of 2019-20 Precept	£2,275.72
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To note that to date only one quarter of this year's Environmental Stewardship Grant has been received from the RPA and to consider what action can be taken to minimise the impact of any further delay in receipt.

Closing balances as at 30 November 2019:

Parish Council current account	£6,723.01
Parish Council NS& I account	£5,054.38
(NS&I reserve includes £2,967 CIL payment which needs to be used or returned by April 2024)	

19068.2 To resolve to make the following payments:

HMRC re Clerk's tax (Sept/Oct)	£44.20
Solutions for payroll	£12.05
Clerk's expenses	£42.82
RBL Poppy Appeal – (\$137 expenditure)	£20.00
To note payment of Clerk's salary for September & October	

19068.3 Half yearly internal control check:

To receive a report from Cllrs Daniel and Collingridge regarding the half yearly internal control check of the Council's accounting and governance.

19068.4 Internal Audit 2019/20 year-end

To resolve that Council appoint the YLCA's Internal Audit Panel as its independent internal auditor for 2019/20 financial year end – fee expected to be £140 plus any auditor travel time and mileage @ £0.45 per mile.

19068.5 Budgeting:

- To note the options for setting the 2020/21 precept which have been estimated based upon the parish base of Band D equivalent properties (appendix 2)
- To review the predicted outturn for year ending 31 March 2020 against the 2019/20 budget and consider the explanation of any projected material variances (i.e. greater than £100 or 15% above/below budget). (see appendix 3)
- To consider the annual budget proposals for 2020/2021 and fix the precept to be levied for the ensuing financial year.(see appendix 3)

19069 Charity Fund:

19069.1 To consider applying to register the ByeLaw Field at the land registry.

19069.2 As Trustee of the ByeLaw Field Charity to note that the rent on the Parish Field of £1,539.90 is due during December 2019.

19070. Dates of future Meeting:

- To confirm the date of the next meeting as Thursday 6 February 2020 at 7.30pm.
- To propose the dates of meetings for the 2019/20 as 2 April, 21 May (annual meeting), 6 August, 1 October, 3 December and 4 February 2021. The village institute will be booked accordingly at a cost of £96.00.
- The April meeting will be preceded by the annual meeting of the Parish.

Signed : Ruth Swales, Clerk to the Council,
clerk@stillingfleetparishcouncil.org