

STILLINGFLEET PARISH COUNCIL
MINUTES OF AN ORDINARY MEETING HELD REMOTELY
1 OCTOBER 2020

20045 **Welcome and Apologies:**

The Chair welcomed all those attending the meeting remotely as follows:
Councillors : Paul Elmhirst, Lesley Collingridge, James Atkinson, Sally Lewis,
Clerk : Ruth Swales
Public: Cllr Neil Reader.
Apologies were received and approved from Cllr Cook and Cllr Harrison.
Cllr Daniel and Cllr Brooks did not manage to establish a remote connection.

20046 **Declarations of Interests:**

There were no declarations of interest from anyone present.

20047 There was no public participation.

20048 **Minutes from last meeting:**

Council **RESOLVED** to approve the minutes of the annual Parish Council meeting held on 6 August 2020. The Chairman will sign as an accurate record.

20049 **Matters Arising from the last meeting:**

Council received information on the following ongoing issues and decided further action where necessary:

20049.1 **Village Green:**

- i Council noted that agreement has been reached to payments for the easements re the additional drive access and new drains being laid across the verge of the Green as part of the development of the Fearndale site. As a result the Council can expect to receive c.£12,000 and will consider how it intends to apply the funds as part of the 2021/22 budget considerations due to take place at the December meeting.
- ii. An approach has been made to the Drainage Board requesting the weed wiping of the dense growth of docks along the dredged margins of the beck but to date no response has been received.

20049.2 **Land Registry applications:**

Council continue to await a response from the Land Registry re the registration of title for the Village Institute and the Charity Field.

20049.3 **Foul water leakage:**

Council were advised that Environmental Health at Selby DC had written to the householders whose sewage is believed to flow into the defective drain. As a result one of the householders has stepped forward volunteering to progress the investigations and commission and manage the necessary repair or replacement drainage works on behalf of all the impacted households. Works are expected to be an approximate 2 day duration to take place early-mid October.

Chairman's initials

20049.4 **Sewage system proposal:**

Council noted that Yorkshire Water have:

- acknowledged receipt of the application for First Time Sewerage,
- advised that given the amount of information which has already been gathered they should be in a position to provide a response within 4 months although if it is necessary to carry out a further detailed design that would prolong the programme of the assessment.
- set up an internal meeting with the dedicated solutions engineer for the York area to discuss the feasibility of providing a public sewer and to help understand the impact on the existing sewer network.

20049.5 **BT pay phone removal:**

- Council noted that consultation on the first notification of Selby DC's intention re the pay phone removal is due to end on 2 October. Council recalled that Selby DC had proposed to support the pay phone removal but intended to retain the traditional telephone box due to its positive contribution to the village streetscene. Council were made aware that for the box to be retained it needed to be adopted by the Parish Council. As Council have some concerns that the telephone box is leaning it **RESOLVED** to contact BT to obtain their reassurance that the box is structurally sound prior to its adoption.

20050. **Local Government reorganisation:** As Cllr Musgrave was unable to attend the meeting there was no update regarding devolution and the proposed local government reorganisation.

20051 **Website:**

20051.1 Council noted that Red Kite Services have undertaken their quarterly maintenance check of the website to ensure it is running with the latest software versions and that they have rebuilt the Contact Form which didn't appear to be working correctly.

22251.2 **Accessibility Regulations:**

- Council were advised that the quote from Red Kite Services to undertake the website accessibility audit had been too expensive (£500). As an alternative Steve Smowton of Escrick.Net Computer Services had been commissioned to undertake the audit, produce the review and draft the necessary accessibility statement as his quote was within the amount already approved for this regulatory requirement. The resultant report and recommended remedial actions had been circulated to councillors.
- Council noted that much of the remedial action had already been carried out and that the action plan to further compliance would be reviewed in December. Council **RESOLVED** to publish the required Accessibility Statement to satisfy the new regulations.

20052 **Police Matters:** August's Police Report from PC Collins had been circulated to Councillors. There was nothing of note for Stillingfleet.

Chairman's initials

20053. **Planning Matters:** Council received information and updates on the following:

20053.1 **Stillingfleet Mine Site**

- The planning hearing into the proposed change of use of part of the former coal mine site (ref: NY/2016/0251/FUL) has been adjourned yet again to obtain further legal advice..

20053.2 **Recent planning decisions:** (full details of each can be found on the Selby DC planning public access site under each reference no.)

- Permission has been **granted** for the crown raise by 15% to a sycamore tree, the felling of a yew tree, the felling of a conifer and the crown reduction by 2 meters to a yew tree in St Helen's churchyard (ref 2020/0672/TCA).
- The erection of a single storey rear extension to Barnbrook Annex, The Green, (ref: 2020/0565/HPA) has been **approved**.
- The plans to redevelop the farmstead and outbuildings at Hill Top Farm, Cawood Road (2020/0371/FUL) have been **withdrawn**.

20053.3 **Recent planning applications:** (full details of each can be found on the Selby DC planning public access site under each reference no.)

- Amended Plans have been received re the conversion and extension of the former garage at Moreby Hall (2020/0427/FUL). However Council had no observations to submit.

20054 **Christmas in the village:**

- Cllr Lewis highlighted that due to the Covid19 restrictions it was unlikely that the Pensioners Christmas lunch would be able to go ahead this year and as an alternative, proposed that she cost out providing the village's pensioners with a Christmas hamper. Cllr Collingridge volunteered to assist with this proposal.
- Cllr Lewis also proposed that enquiries be made into erecting and decorating a Christmas tree on The Green suggesting that this could be financed through the Charity Fund. Cllr Lewis will make enquiries re sourcing a tree and lights and Cllr Atkinson will research an appropriate power supply and how to secure the tree against inclement weather.

20055 **Financial Matters:**

20055.1 Council noted closing balances as at 31 August 2020:

Parish Council current account	£6,691.88
Parish Council NS& I account	£5,083.37

20055.2 Council **resolved** to make the following payments:

YLCA re Planning training	£22.50
YLCA re Village Green training	£15.00
Steve Smowton re annual laptop remote support	£60.00
Samantha Lyth re annual website maintenance	£130.00

Chairman's initials

Solutions for payroll	£12.05
HMRC re Clerk's tax (July/August)	£32.40
SR Smowton re website accessibility	£200.00
To note payment of Clerk's salary for July & August	

20055.3 **Budgeting:**

Council reviewed the predicted outturn for year ending 31 March 2021 against the 2020/21 budget and noted the projected surplus of c.£10K due to the expected receipt of the Fearndale easement outside budget. There were no new projected material variances (i.e. greater than £100 or 15% above budget) that required consideration. How to account for the projected surplus will be considered at the December meeting as part of the annual budgeting cycle.

20055.4 **Half yearly internal control check:**

Cllr Daniel and Cllr Brooks have been requested to undertake the half yearly internal control check of the Council's accounting and governance and report back to the December meeting.

20055.5 **Salary Review:**

Council noted the recently approved 2020/21 national salary scale for parish council clerks and **RESOLVED** to increase the Clerk's hourly rate in line with the national salary scale and backdate to 1 April 2020.

20056 **Dates of future Meetings:**

Council noted the date of the next ordinary meeting as Thursday 3 December 2020 at 7.00pm.

Signed as an accurate record of the meeting held on 1 October 2020	PAUL ELMHIRST	3 December 2020
	CHAIRMAN	