

STILLINGFLEET PARISH COUNCIL
MINUTES OF THE MEETING OF THE PARISH COUNCIL
THURSDAY 2 DECEMBER 2021

21051 Welcome and Apologies:

The Chair welcomed all those attending the meeting as follows:

Parish Councillors: Paul Elmhirst, John Cook, Richard Daniel, David Swinglehurst, Lesley Collingridge, Emma Powell, James Atkinson

Clerk: Ruth Swales

District Councillor: Neil Reader

Parishioner: Ross Powell (Play Stillingfleet),

Visitors: David Lewis, Matthew Brown

Apologies were received and accepted from Cllr Juan Brooks and Cllr Joanne Sears

21052 Public participation: Access to Stillingfleet Landing

David Lewis advised that he had recently published a book on the story of the B1222 road, its history and the cultural artefacts of the settlements and landscapes it passes through and that the tragedy of the Stillingfleet choir features heavily in the book. Mr Lewis advised that he is organising a tour of places of interest identified in the book for the Selby Civic Society which is provisionally planned for late April 2022. Mr Lewis sought the consent of Cllr Daniel that this tour will be granted access to the site of Stillingfleet Landing.

21053 Declarations of Interests:

Cllr Swinglehurst declared an interest in the ByeLaw Field (agenda item 21061 and a planning decision (agenda item 21059.3).

21054 Affordable Housing:

- The Chair invited Matthew Brown, (Rural Housing Enabler, Selby DC) to address council regarding the affordable housing agenda. Mr Brown advised that he is seeking to establish whether there is a local need for affordable housing in Stillingfleet and whether there is an appetite for investigating a very small scale scheme to meet any identified need.
- Council **RESOLVED** to commission a survey of all households on a no commitment basis to establish any need for such a scheme.
- Mr Brown will provide the draft survey, a timeline and the draft covering letter for Council to review at the February 2022 meeting.

21055 Minutes from last meeting:

Council **RESOLVED** to approve the minutes of the Parish Council meeting held on 7 October 2021 and the Chair signed as a true record.

21056 Matters Arising from the last meeting:

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

21056.1 Village Green:

- i. Cllr Elmhirst advised that the Fearndale access and drainage easement had been approved on behalf of the Council and that the Council's solicitor has been asked to expedite payment.
- ii. After due consideration by the Village Green Committee Council decided not to tackle a wet area on the Green for the moment as it may be surface water from the currently unoccupied Hill Top Farm. Council were reminded that primary responsibility for house drains and discharge pipes into the beck or soakaways rests with the homeowner. It is not the Parish Council's job to discover what is causing any leak or blockage.

21056.2 Play Area:

- i. Council were advised that discussions are taking place with Selby DC planning department to determine what permission will be required to construct the play area. The Play Sub-Committee is to put in a planning application without an ecological survey and await Selby's response.
- ii. Council were advised that its insurers had confirmed that an annual inspection by a ROSPA qualified inspector will be required but that regular weekly / bi-weekly inspections could be undertaken by Play Stillingfleet volunteers who would follow a checklist with the results stored onto a maintenance log held by the Play Area Supervisor/co-ordinator. With such a management arrangement in place the insurers have confirmed that the volunteers would be covered by the council's existing public liability insurance cover. Council felt such a management scheme was acceptable.
- iii. Cllr Powell accepted an invitation to join the Play Sub-Committee to assist Cllr Sears with co-ordination and supervisory responsibilities.
- iv. Council were advised that Play Stillingfleet will be approaching the National Lottery about possible funding and that up to £10,000 potential funding might also be available from a new fund dedicated to Selby called the Two Riding Community Foundation. This Community Foundation funding requires £ for £ match funding from the Council and has an end of January 2022 deadline for submission. Council are to consider what funding it could offer as part of the 2022/23 budgeting process.
- v. Cllr Cook advised that he had been in touch with Groundworks who could provide a further competitive quotation for the play area and also sourced funding on the Council's behalf. Ross Powell agreed to contact Groundworks to follow up on their proposal.

21056.3 Street Lighting:

- Cllr Cook advised that there had been a delay by the contractors in completing the sodium street lighting replacement but that he was urging the contractor to complete the work as soon as possible.
- Council noted that the work already commissioned did not include refurbishment or replacement of the lamps on the bridge because of their obsolete fittings and asked Cllr Cook to obtain an estimate for this further work for consideration as part of the 2022 budgeting process.

21056.4 BT Telephone Box:

Cllr Collingridge shared the extensive research she had undertaken into potential costs for addressing the subsidence of the phone box and various options for refurbishing it for use as a community library. Council felt that undertaking such work would not be cost effective and **RESOLVED** instead to explore options for selling the phone box.

21056.5 Traffic calming:

Cllr Powell advised that she and Mr Galpin were pursuing the suggested Speed Watch initiative and were proposing a scheme covering the York Road approach to the village from Naburn and the 40 MPH stretch of the Cawood Road. Further details will be presented to the next meeting in February.

21056.6 Broadband speeds:

Cllr Cook advised that he and Cllr Sears are designing a survey to be published on the two Stillingfleet Community social media platforms seeking responses from residents regarding their broadband experience. Cllr Cook highlighted that responses would be welcomed not only from residents who had problems with their broadband coverage but also from residents who were satisfied with the provision as this would help identify differences within the village and from house to house.

21056.7 Defibrillator training:

Cllr Elmhirst advised that Cllr Brooks had noticed some interference with the defibrillator and that he had reported a resulting fault.

Options for refresher training on the use of the defibrillator will be discussed at the February meeting.

21057 Environment - CPRE Community Visioning Policy

Council noted that a series of workshops are underway which are being facilitated by the CPRE discussing:

- i) what residents value in their local countryside,
- ii) what renewable energy technologies they feel are best suited to the area
- iii) where they believe new installations should be sited
- iv) with what mitigation, ownership and management plans.

Council noted that the final workshop will take place on 7 December and it is expected that a report from this workshop be presented to the Parish Council at the February 2022 meeting.

21058 Environment Agency – preparation for potential winter floods

Cllrs Atkinson and Daniel (as the PC's Flood Wardens) agreed to attend a meeting with the Environment Agency on 15 December and provide feedback to Council on:

- Role of community Flood Group/flood volunteer
- Water health and safety
- IM roles and responsibilities
- Flood risk management roles and responsibilities
- Flood Warning Service
- Check for Flooding
- How you might liaise as a community with the EA in an incident.

21059 **Planning Matters:**

21059.1 **Stillingfleet Mine Site:**

Council noted that the 6 month period during which an appeal could have been lodged against the decision to refuse the planning application on land at the former Stillingfleet Mine site (application ref. no. NY/2016/0251/FUL) ended on 17 September 2021 and NYCC have confirmed they cannot find anything to indicate the existence of any appeal.

21059.2 **SDC Local Plan – further consultation**

Council noted that a response outlining Selby's current planning policy had been received from Selby DC Planning to the letter sent on behalf of the Parish Council seeking reassurance that the Prime Minister's recent conference pledge, that no homes would be built on green fields, will be honoured when considering where to construct Selby's new town.

Council also noted that no response had as yet been received from Nigel Adams MP.

21059.3 Council noted the following **planning decisions:**

- **Permission granted** re an additional extension to the rear of the garage at Croft View, 7 Dales Court (Ref: 2021/0784/HPA).
- **Permission refused** re the erection of a 3 bedroom dormer bungalow as substitute for agricultural worker's dwelling Tiger Island, Stewart Lane, Stillingfleet (Ref: 2020/1289/FUL).
- **Permission refused** re the conversion and extension of former garage to form a single dwelling at Moreby Hall (Ref: 2020/0427/FUL & 2020/0428/LBC).
- **Consent granted** to remove 4 low branches from a Crack Willow tree in the conservation area on the Green (Ref: 2021/1092/TCA).
- **Application withdrawn** in relation to the erection of 2 new build dwellings and associated garages to the rear of Hillcroft, Escrick Road, (ref: 2020/1053/FUL).

21059.4 Council noted receipt of the following **planning applications:** (full details of each can be found on the Selby DC planning public access site under each reference no.)

- **Application for consent** to remove an oak tree within the conservation area at Swallow House, The Green – ref: 2021/1172/TCA.
- **Application for consent** to fell 3 sycamore trees in a conservation area at The Gables, The Green, YO19 6SF – ref: 2021/1214/TCA.
- **Advice of a non-material amendment** of 2019/1064/FUL which relates to the proposed erection of a detached two storey dwelling and detached single storey garage on land to the east of Croft Cottages on York Road (ref: 2021/1310/MAN2).
- **Application for change of use of land** for the siting of four shepherd huts at Old Pasture Park, York Road, Stillingfleet (ref: 2021/1360/FUL).
- **Application for discharge of conditions** re surface water, highways and joinery details re planning permission (2019/1064/FUL) granted re the proposed erection of a detached two storey dwelling and detached single storey garage on land east of Croft Cottages, York Road (ref: 2021/1322/DOC).

21060 **Financial Matters:**

21060.1 **Closing balances:**

Council noted closing balances as at 30 November 2021:

Parish Council current account	£8,069.15
Parish Council NS& I account	£5,119.97

21060.2 Council **RESOLVED** to make the following payments:

Solutions for payroll	£12.05
HMRC re Clerk's tax (Sept/Oct)	£63.20
To note payment of Clerk's salary Sept/Oct	

21060.3 **Half yearly internal control check:**

Council noted that Cllr Daniel and Cllr Brooks had completed the half yearly internal control check of the Council's accounting and governance and reported everything was in order.

21060.4 Cllrs Daniel and Brooks were asked to complete the bank reconciliation as at 30 November 2021.

21060.5 **Budgeting:**

Council noted that ordinarily this meeting would have considered the draft budget for the forthcoming year. However as details of the 2022/23 precept options had not yet been received, it was proposed that an extraordinary meeting be scheduled for Thursday 6 January 2022 to consider next year's budget, the setting of the 2022/23 precept and the council's reserves policy.

21060.6 **Audit Plan:**

To address a recommendation by the Internal Auditor at the 2021 audit, Council considered and approved the audit plan for implementation from January 2022.

21061 **ByeLaw Field:**

21061.1 Council noted that the signed Farm Business Tenancy Agreement which had been backdated to renew from 1 October 2020 had now been received and that Cundalls had made no charge for the renewal.

21061.2 Cllr Swinglehurst advised that in was in hand to produce an estimate for the repair to the kissing gate on the boundary of the charity field.

21062 **Dates of future Meetings:**

Council confirmed the date of the extraordinary finance meeting as Thursday 6 January 2022 which will be held via Zoom and the next ordinary parish council meeting as Thursday 3 February 2022 which will be held at 7.00pm in the Village Institute.

Signed as an accurate record of the meeting held on 2 December 2021	PAUL ELMHIRST, CHAIRMAN	3 February 2022
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