

**STILLINGFLEET PARISH COUNCIL**  
**MINUTES OF THE ORDINARY MEETING OF THE PARISH COUNCIL**  
**THURSDAY 6 OCTOBER 2022**

22033 **Welcome and Apologies:**

The Chair welcomed all those attending the meeting as follows:  
Parish Councillors: Juan Brooks, John Cook, Richard Daniel, Emma Powell, Lesley Collingridge, Joanne Sears, Jonathan Foy, Nigel Kemp,  
Clerk: Ruth Swales.  
1 member of the public.  
Apologies were noted from Cllr Strickland.

22034 **Public Participation:** There was no public participation.

22035 **Declarations of Interests:**

There were no declarations of interest.

22036 **Minutes from previous meetings:**

Council **RESOLVED** to approve the minutes of the meeting of the Council held on 4 August 2022 and the Chairman signed as a true record.

22037 **Matters Arising from the last PC meeting:**

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

22037.1 **Consultation on the Pre-submission Publication of Selby District Local Plan (PLP)**

- i. Council **RESOLVED** to approve the minutes of the expanded Planning Committee meeting held on 1 September 2022.
- ii. Cllr Strickland has been asked to circulate the notes from the expanded Planning Committee meeting held with Martin Grainger, Head of Planning SDC on 22 September so that the actions can be followed up.
- iii. Council noted that the Chairs of Stillingfleet, Escrick and Cawood have submitted a letter to the RH Nigel Adams MP asking for his help in approaching the relevant authorities to ask that they take time to evaluate alternative brownfield sites or smaller site options as opposed to the Heronby new town. Subsequent to the meeting a response has been received from Nigel Adams and a follow up letter from the joint Chairs back to Nigel Adams is being prepared. This chain of correspondence can be viewed via this link:  
<https://www.stillingfleetparishcouncil.org/selby-district-local-plan-a-joint-letter-from-the-chairman-of-escrick-stillingfleet-cawood-parish-councils-to-our-mp/>
- iv. Council noted that the Halt Heronby Technical Workstream of the Action Group expect to publish their “How to Object” Guide week commencing 10 October. It is hoped that this guide will make the whole process as easy as possible for residents to follow. To help with that understanding and to mobilise submissions from Stillingfleet residents a public meeting is being planned for **Saturday 15 October commencing at 2pm in the Village**

Chairman’s initials

**Institute.** Cllr Powell and Cllr Sears to publicise using all social media channels available.

- v. A further expanded Planning Committee meeting will be held after the public meeting to finalise the Council's challenging the soundness and legal compliance of the PLP and requesting that the process be put on hold.

22037.2 **Play Area:**

- i. Council noted that PlayScheme expect to finish the installation by 14 October and will carry out the necessary ROSPA external inspection so that the playground will be ready to officially open on Sunday 16 October. A short commemoration is planned for 11am. Cllr Daniel agreed to move the Jubilee bench to the play area so that it too can be dedicated in memory of HRH Queen Elizabeth 11.
- ii. Council agreed to accept PlayScheme's quote of £350 + VAT for a noticeboard which will include the dedication of the playground in memory of Alison Rothwell.
- iii. Council **RESOLVED** to add the 5 pieces of play equipment to its existing insurance with Zurich Municipal and approved payment of their invoice for 6 month's insurance cover commencing 1 October 2022.
- iv. Council noted that a date will be set for PlayScheme to host a session for volunteers to explain the weekly/fortnightly inspection requirements.
- v. Council **RESOLVED** to transfer £10,000 from ear-marked playground reserve in NS&I to the current account.
- vi. Council noted that Play Stillingfleet are chasing the outstanding promised funds as follows:
  - £1,250 from Neil Readers Community fund
  - £1,500 from John Cattanach's Community fund
  - £1,170 from Crowdfunding via Just Giving.
- vii. Council noted that a letter has been sent to Selby DC (SDC) seeking that they indemnify the PC for the £350 cost of the aborted ecological survey, noting that SDC have advised that in order to consider whether SDC was at fault they have registered the matter as a formal corporate complaint and are investigating in line with SDC's complaints procedure.

22037.3 **Potential renewable energy proposition for the Mine Site:**

Cllr Cook advised that the CPRE had provided a contact point for the Development Director at Harworths (the owners of the mine site) who has agreed that any substantive development ideas for the use of the former mine site would be shared and discussed with the Parish Council at an early stage.

22037.4 **Village Green:**

- i. Council noted that a response has been received from the solicitors acting for the Council in completing the right of way easement in relation to the Hope Cottage development. Cllr Sears will review that response in order to expedite its completion.
- ii Council **RESOLVED** to commit £3,000 from those easement funds to the PlayGround Reserve but recognising these funds might not be received by the time the final invoice for the playground is due, Council **RESOLVED** to transfer £3,000 from the non-ear-marked reserve in the NS&I account and replenish that reserve upon receipt of the easement monies.

Chairman's initials

- iii The Clerk was asked to establish a convenient date and time for the Village Green Committee to take up David Atkinson's offer to discuss his thoughts relating to the on-going management of the Green.

**22037.5 Jubilee Commemorative tree:**

Council agreed to carry forward the finalising of plans for the commemorative tree as part of the Queen's Green Canopy initiative and noted receipt of a letter from a resident of Kelfield sharing his views on this initiative.

**22037.6 BT Telephone Box:**

Cllr Collingridge advised that to date the Stillingfleet Phone Box Restoration Group had raised £1,265 towards the refurbishment costs and had applied to the National Lottery – Queen's Jubilee Small Grant fund for a grant of £5,000. When a decision is forthcoming from this application Council will decide upon future action.

**22037.7 Street Lighting:**

- i. Cllr Cook advised that Northern Powergrid had quoted £1,350 to renew/replace the defective sodium street light outside Banbury House. After consideration by the immediate local residents Council had concluded this was not a viable plan and has instead made safe the existing light and will not proceed with replacement.
- ii. Clerk was asked to write to NYCC to advise that the conversion of the village's street lighting to LED (including the new lamps on the bridge) was now complete and ask that the updated street lighting inventory be factored into future electricity billing.

**22037.8 Speeding:**

- i. Cllr Foy agreed to follow up with the resident who had advocated that the village consider implementing a North Yorkshire Police Speed Watch initiative.
- ii. Having resolved to support the "20splenty for North Yorkshire" campaign Council **RESOLVED** to purchase 3 banners at a cost of £115 to publicise the campaign on the roadside of the three routes into the village.

**22037.9 Risk Assessment:**

Council noted that as yet there had been no response from NYCC re the repair of the wobbly footbridge on the western bridge over the beck. Cllr Brooks offered to chase this up. However subsequent to the meeting as concerns have been heightened regarding the safety of the bridge Council are considering temporarily closing the bridge pending repair.

**22038 Planning Matters:** (full details of each application can be found on the Selby DC planning public access site under each reference no.).

**22038.1** Council noted the following **planning decisions:**

- Permission **GRANTED** re the installation of security gates at Woodlands Farmhouse, Moreby (ref 2021/1311/FUL).

**22038.2** Council noted receipt of the following **planning applications:**

- Application for approval to crown reduce by 1.5m a flowering plum tree at Hope Cottage, The Green – ref 2022/1017/TCA.

Chairman's initials

- Application for approval to the conversion of a barn into a residential dwelling, the demolition of a cement sheet lean-to-barn and the replacement of a section/extension to match the existing barn detailing and footprint area of the former cement sheet lean-to barn at Croft Cottages, York Road (ref 2022/0117/FUL). Any observations due by 14 October 2022.

22039 **Financial Matters:** Council noted:

22039.1 **Recent receipts:**

8.7.22	VAT refund to 30.6.2022 (£70 of which is due back to ByeLaw Field Charity re Eco survey)	£109.82
3.8.2022	VAT refund to 31.7.2022	£508.94
18.8.2022	CIL funds from Stillingfleet Service Station development	£1,794.11
18.8.2022	National Lottery funding from PlayStillingfleet re playground deposit	£10,000.00
7.9.2022	Transfer from ear-marked reserve in NS&I in relation to the Jubilee commemoration costs	£1,000.00
7.9.2022	Transfer from ear-marked reserve in NS&I in relation to the playground capital costs	£10,000.00
xx.9.2022	VAT refund to 31.8.2022 (re PlayScheme deposit)	£1,688.28
26.9.2022	2 <sup>nd</sup> instalment of precept from Selby DC	£2,500.00
6.10.2022	Remaining Grant from ByeLaw Charity Field towards the playground capital costs	£1,850.00
6.10.2022	Two Ridings Community Foundation funding from PlayStillingfleet towards the playground	£10,000.00
6.10.2022	Cash donations collected at the Jubilee event towards the playground	£217.50
6.10.2022	Minster Law Ltd donation from PlayStillingfleet towards the playground	£250.00

22039.2 Council **RESOLVED** to ear-mark the above CIL funds towards the playground and hold in the current account pending receipt of final PlayScheme invoice.

22039.3 Council **RESOLVED** to make the following payments:

Invoice date	Details	VAT	Amount (inc VAT)
5.8.2022	Stillingfleet Village Institute re Planning Committee		£16.00
8.8.2022	S Smowton – fixing speed and dropbox issues on Council’s laptop		£80.00

Chairman’s initials

8.8.2022	S Smowton – annual remote support for laptop, data and programmes		£60.00
11.8.2022	YLCA re training re planning reform		£25.00
12.8.2022	Stillingfleet Village Institute re Local Plan presentation		£8.00
17.8.2022	S.J Danby Ltd re PlayScheme deposit re playground	£1,688.28	£10,129.68
21.8.2022	Stillingfleet Village Institute re defibrillator training		£8.00
8.7.2022	VAT refund to ByeLaw Field Charity re aborted ecological survey		£70.00
15.9.2022	Purely Payroll re payroll admin (July/August)		£12.05
6.10.2022	HMRC re Clerk’s tax (July/August)		£60.80
6.10.2022	Ruth Swales – Salary (26.5 hours approved for July/August)		£243.65
13.9.2022	First Rescue Training re defibrillator training	£30.00	£180.00
	Ruth Swales – reimbursement of expenses totalling £27.59 as follows:		
	8 x 1 <sup>st</sup> class stamps		£7.60
	Colour printer ink cartridge	£3.33	£19.99
29.9.2022	Samantha Lyth re website maintenance		£130.00
3.10.2022	Zurich Municipal re insurance of play equipment		£194.68

22039.4 Council noted **Closing balances as at 6 October 2022** (after above receipts and transfer between accounts and after above payments):

Parish Council current account	£32,301.35
Parish Council NS& I account	£ 3,242.48

22039.5 Council recognised that a donation to the Royal British Legion as S137 expenditure is usually made in November each year. Cllr Collingridge is to investigate the availability of a remembrance wreath and Council approved a £20 donation for 2022.

22039.6 **Internal Control:**

Council requested that Cllrs Daniel and Foy undertake the half yearly internal control check as at 30 September and report back to the December meeting.

22040 **Dates of future Meetings:**

Council noted the date of the next ordinary parish council meeting as Thursday 1 December 2022 at 7.00pm in the village institute.

Signed as an accurate record of the meeting held on 6 October 2022	Juan Brooks CHAIRMAN	1 December 2022
--	-------------------------	-----------------

Chairman’s initials

Chairman's initials