

STILLINGFLEET PARISH COUNCIL issued on 20 January 2023

**OFFICIAL NOTICE OF A MEETING OF
STILLINGFLEET PARISH COUNCIL
TO BE HELD AT 7.00pm ON THURSDAY 2 FEBRUARY 2023 IN THE
VILLAGE INSTITUTE**

Chairman: Cllr Juan Brooks
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.

- Any elector is entitled to attend this meeting and is invited to raise any concerns, questions or suggestions in the time set aside for public participation. The time limit for any such public participation is set at 15 minutes.
- 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.
- Listeners may however speak at the end of the meeting (for information only).
- Decisions cannot be made at this meeting on items not on the agenda.
- Councillors, Clerk, public and press are requested to sign the attendance sheet.

Councillors are summoned to attend this ordinary 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

22064 Welcome and Apologies:

Chair to welcome all present to the meeting, to note any apologies and approve any reasons for absence from councillors.

22065 Public Participation:

22066 Declarations of Interests:

To receive any declarations of interest not already declared under the council's code of conduct or members Register of Disclosable Pecuniary Interests.

22067 Affordable Housing

To invite Matthew Brown (Rural Housing Enabler, Selby DC) to share information regarding the identification of potential sites in the village for an affordable housing development and to advise of potential next steps should Council wish to progress this proposal.

22068 Minutes from previous meetings:

To **RESOLVE** to approve the minutes of the ordinary meeting of the Council held on 1 December 2022 and the extraordinary finance meeting held on 5

January 2023. If approved, Chairman to initial and sign minutes as a true record.

22069 Matters Arising from the last PC meeting:

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

22067.1 Selby District Local Plan:

To receive an update from Cllr Sears re what is to be sent to all SDC councillors from the Parish Council ahead of SDC's executive meeting at which it will vote on its PLP.

22067.2 Village Website:

To receive an update on the response to the survey seeking the appetite of residents for a village website to run in parallel with the Parish Council's website.

22067.3 Play Area:

- To consider what actions could be taken to address recurring parking problems on the Green by people visiting the playground.
- To agree a date for the next Play Committee meeting to discuss on-going management of the Play Area.

22067.4 Village Green:

- To note that the right of way easement in relation to Hope Cottage has been formally executed and the consideration of £3,905 is expected imminently.
- To note that the Council's Drains and Access Policy is to be reviewed and that a revised policy(s) will be brought to the April council meeting for full Council approval.
- To receive an update from Cllrs Daniel and Brooks re their recommended action to address the broken man-hole covers on the Green.

22067.5 Queen's Platinum Jubilee Commemorations:

- To approve the quotation for the purchase of a commemorative plaque for the replaced bridge lamps at a cost of £76.75 + VAT.
- To approve Cllr Cook's plan to defer the purchase and planting of the commemorative tree under the Queen's Green Canopy initiative until summer 2023.

22068 North Yorkshire Council's Draft Parish Charter consultation:

- To note advice received of NYC's intention to consult on its draft Parish Charter between the dates of 18 January and 12 April (appendices 5 & 6).
- To note that a Parish Council Liaison drop-in session will be held at Selby District Council offices on 27 February between 2-5pm
- To agree to consider SPC's response to the consultation questionnaire (appendix 7) at the April PC meeting.

22069 Parish Council Plan 2023/24:

To share and discuss the latest draft of a potential Parish Plan for 2023/24 with the intention of increasing transparency of the Council's aims and objectives. (Appendix 1)

22070 Local Council Award Scheme:

To **RESOLVE** to register and pay the registration fee of £50 in order to take part in the Local Council Award Scheme with a view to working towards the achievement of the Foundation level accreditation during 2023/24.

22071 Civility and Respect Pledge:

To **RESOLVE** to sign up to the Civility and Respect pledge (appendices 2 & 3).

22072 Future funding applications:

To consider whether the Council wishes to explore any future funding to enhance the community amenities and events.

22073 Urban highway grass cutting:

To consider whether the Council would wish to take responsibility for the grass cutting of the verges of the village highways (appendix 4)

22074 Planning Matters: (full details of each application can be found on the Selby DC planning public access site under each reference no.).

22074.1 To note the following planning decisions:

- Permission **GRANTED** re proposed ground floor extension and new dormer to the east elevation at The Lodge, York Road (ref 2022/1251/HPA).
- Permission **GRANTED** re the conversion of a barn into a residential dwelling, the demolition of the cement sheet lean-to barn and a replacement extension to match the existing barn detailing and footprint (ref 2022/0117/FUL).
- Application for consent to reduce a silver birch tree by approximately 4 meters **REFUSED** at Kennilworth House, The Green (ref 2022/1186/TCA).
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22074.2 To note receipt of the following planning applications:

- Proposed erection of a lean-to agricultural building at Old Pasture Park, York Road (ref 2022/1341/FUL.)
- Proposed erection of side extensions and double garage at Hawthorn Cottage, York Road. (Ref 2022/1394/HPA).
- Proposed erection of a 2 storey dwelling to replace the existing outbuildings at Hawthorn Cottage, York Road. (Ref 2022/1409/FUL.)
- Application for listed building consent to build new matching/symmetrical facades to both ranges, demolish the east range (garage and store) and rebuild to match proportions of the west range. To raise the roofs slightly of both ranges to provide standard ceiling heights in these parts of the dwelling and create new and enlarged openings internally and reconfigure the rear of the west range utility space on the ground floor at Rose Villa, The Green (Ref 2022/1384/LBC).

- Section 73 application to vary the condition (plans) of the approval 2021/0105/HPA re the demolition of the existing rear extensions, the formation of the new two storey and single storey rear extension, creation of new first floor with dormer windows, creation of a new vehicular access and removal of paint from brickwork. (Ref 2023/0019/S73).

22075 **Financial Matters:** To receive a report from the Clerk/RFO re recent receipts and closing balances.

22075.1 **Recent receipts:**

| | | |
|------------|-----------------|---------|
| 6 Dec 2022 | HMRC VAT refund | £307.33 |
|------------|-----------------|---------|

22075.2 **Closing balances as at 12 January 2023** (after above receipts and transfer between accounts but before payments detailed below):

| | |
|--------------------------------|-----------|
| Parish Council current account | £5,845.77 |
| Parish Council NS& I account | £ 242.48 |

22075.3 **To resolve to make the following payments:**

| Invoice date | Details | VAT | Amount (inc VAT) |
|--------------|---|-------|------------------|
| 2.2.2023 | Stillingfleet Village Institute – hall bookings 2023-24 | | £96.00 |
| 2.2.2023 | Ruth Swales salary (24 hours approved for Nov/Dec & backdated pay rise arrears) | | £483.90 |
| 2.2.2023 | HMRC – Clerk’s tax (Nov/Dec) | | £121.00 |
| 2.2.2023 | Purely Payroll (Nov/Dec) | | £12.05 |
| | Ruth Swales – reimbursement of expenses totalling £22.85 as follows: | | |
| 29.11.2022 | Colour printer cartridge | £2.54 | £15.25 |
| 19.1.2023 | 8 x 1 st class stamps | | £7.60 |
| 24.1.2023 | YLCA re training on Public Rights of Way | | £33.40 |
| 31.1.2023 | YLCA re training – Off to a flying start | | £66.80 |

22075.4 **Training invoices:**

To note invoices for training undertaken recently by councillors will be due for payment before the next meeting and **RESOLVE** to settle such invoices ahead of the financial year-end.

22076 **Dates of future Meetings:**

To confirm the date of the next ordinary parish council meeting as Thursday 6 April 2023 at 7.00pm in the village institute. This meeting will be preceded by the annual meeting of the Parish which will commence at 6.30pm.

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

Updated Appendices: <https://www.stillingfleetparishcouncil.org/appendices-2-february-2023/>