

STILLINGFLEET PARISH COUNCIL
MINUTES OF THE ORDINARY MEETING OF THE PARISH COUNCIL
THURSDAY 2 FEBRUARY 2023

22064 **Welcome and Apologies:**

The Chair welcomed all those attending the meeting as follows:
Parish Councillors: Juan Brooks, Richard Daniel, Nigel Kemp, Annette Strickland, Lesley Collingridge.
Clerk: Ruth Swales.
District Councillor: Neil Reader
Matthew Brown, Rural Housing Enabler, Selby District Council
Apologies were noted from Cllr Cook, Cllr Sears & Cllr Foy.
Resident: Adele York

22065 **Public Participation:**

There was no public participation.

22066 **Declarations of Interests:**

There were no declarations of interest.

22067 **Affordable Housing:**

Council invited Matthew Brown (MB) (Rural Housing Enabler, Selby DC) to share information regarding the identification of potential sites in the village for an affordable housing development, identifying plot 4 as potentially the most suitable. Plot 4 had been one of the possible plots put forward by landowners, which had been considered but declined for development under SDC's Local Plan. MB advised that he had now written to all those landowners to ascertain their appetite for considering sale of their plot for affordable housing development.

MB reminded Council that demand for affordable housing in the village remained high with potentially 8 residents expressing a need.

Council now needs to consider whether it supports progressing this possibility. As a number of councillors were not present at the meeting a further meeting will be called to gather the views of all councillors.

22068 **Minutes from previous meetings:**

Council **RESOLVED** 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. The Chair signed both sets of minutes as a true record.

22069 **Matters Arising from the last PC meeting:**

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

22067.1 **Selby District Local Plan:**

Cllr Reader advised that the meeting of all SDC councillors, which had been scheduled for 21 February, had been cancelled. The expectation had been that at this meeting SDC would vote on whether to approve and submit its PLP. Further information is awaited regarding the fate of the PLP.

Chairman's initials

In order to keep clear communication channels open with the District Council the Chair has arranged a series of bi-monthly meetings with Cllr Cattnach. The dates for these meetings will be circulated and any councillor is welcome to attend.

22067.2 Village Website:

Council noted that the survey seeking the appetite of residents for a village website, to run in parallel with the Parish Council's website, had closed. Council noted 153 residents had viewed the face-book post but a low response rate with just 9 responses (5.8% conversion rate) had been achieved. Council agreed to seek more engagement from residents by including this suggestion on the agenda for the annual meeting of the Parish on 6 April.

22067.3 Play Area:

Council noted that further signage had been erected in the turning circle outside Swallow House advising that vehicular access and parking on the Green is forbidden. This message has also been conveyed via the Parish Magazine. People visiting the playground are asked to park in the hard standing area opposite the Methodist Chapel and only use the turning circle for dropping off.

A date is to be set for the next Play Committee meeting to discuss on-going management of the Play Area.

22067.4 Village Green:

- Council noted that the right of way easement in relation to Hope Cottage has been formally executed and the consideration of £3,905 is expected imminently.
- Council noted 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.
- Cllr Daniel advised that the broken man-hole chamber had been replaced and that a marker will be put in place to avoid future damage when mowing takes place.

22067.5 Queen's Platinum Jubilee Commemorations:

- Council approved the quotation for the purchase of a commemorative plaque for the replaced bridge lamps at a cost of £76.75 + VAT.
- Council approved 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:

- Council noted receipt of NYC's intention to consult on its draft Parish Charter between the dates of 18 January and 12 April and noted that a Parish Council Liaison drop-in session will be held at Selby District Council offices on 27 February between 2-5pm.
- Council agreed to formulate its response to the consultation questionnaire at the April PC meeting.

22069 Parish Council Plan 2023/24:

Chairman's initials

The latest draft of a potential Parish Plan for 2023/24 aimed at increasing transparency of the Council's aims and objectives, had been shared with Councillors. Councillors are asked to submit their comments/suggested amendments back to the Clerk by 28 February so that a revised version of the Plan can be shared with residents at the annual meeting of the Parish on 6 April.

22070 Local Council Award Scheme:

Council **RESOLVED** 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 2023/24/25.

22071 Civility and Respect Pledge:

Council **RESOLVED** to sign up to the Civility and Respect pledge.

22072 Future funding applications:

Council agreed that it would be more appropriate to consider whether the Council wishes to explore any future funding to enhance community amenities and/or fund events when the draft Parish Plan has been further progressed.

22073 Urban highway grass cutting:

Council considered whether it wished to take responsibility for the grass cutting of the verges of the village highways but decided that this responsibility was best left to North Yorkshire.

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 Council noted 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 Council noted receipt of the following planning applications:

- Proposed erection of a lean-to agricultural building at Old Pasture Park, York Road (ref 2022/1341/FUL.) Council's observations have been submitted.
- Proposed erection of side extensions and double garage at Hawthorn Cottage, York Road. (Ref 2022/1394/HPA). Council's observations have been submitted.
- Proposed erection of a 2 storey dwelling to replace the existing outbuildings at Hawthorn Cottage, York Road. (Ref 2022/1409/FUL.) Council's observations have been submitted.

Chairman's initials

- 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). Council's observations will be submitted.
- 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:** Council noted:

22075.1 **Recent receipts:**

4 Nov 2022	HMRC VAT refund	£6,504.85
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 Council **RESOLVED** 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:**

Council noted that invoices for training undertaken recently by Councillors will be due for payment before the next meeting and **RESOLVED** to settle such invoices ahead of the financial year-end.

22076 **Dates of future Meetings:**

Chairman's initials

Council confirmed 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.

Council were asked to note the meeting dates for the forthcoming year as: 18 May 2023, 3 August 2023, 5 October 2023, 14 December 2023, 1 February 2024 & 4 April 2024.

Signed as an accurate record of the meeting held on 2 February 2023	Juan Brooks CHAIRMAN	6 April 2023
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