

**STILLINGFLEET PARISH COUNCIL
MINUTES OF THE ORDINARY MEETING OF THE PARISH
COUNCIL
3 AUGUST 2023**

23018 **Welcome and apologies:**

The Vice-Chair welcomed all those attending the meeting as follows:

Councillors: John Cook, Lesley Collingridge, Richard Daniel, Jonathan Foy, Annette Strickland.

Clerk: Ruth Swales

2 parishioners

Apologies were noted and accepted for Cllr Powell, Cllr Sears, Cllr Brooks & Cllr Kemp.

23019 **Public Participation: Future Management of the Green**

- David Atkinson shared his concerns regarding the state of the village green and particularly the prevalence of docks and other invasive weeds. He suggested the PC should develop a plan for the future management of the Green and consider whether it is in the community's best interests to consider withdrawing from the Environmental Stewardship Scheme which would enable the grass to be cut c.5 times during the growing season.
- David Atkinson also shared his concerns regarding the lack of maintenance of the Church/VI Car park (opposite Dale Court) and asked that Council consider what action could be taken to ensure parked cars do not cause an obstruction to passing agricultural equipment.
- These two matters will be considered by the Village Green Committee.

23020 **Declarations of Interests:**

There were no further declarations of interest.

23021 **Minutes from previous meeting:**

Council **RESOLVED** to approve the minutes of the Annual meeting of the Parish Council held on 18 May 2023, the Play Committee meeting held on 5 June 2023 & the Charity Committee meeting held on 6 June 2023.

23022 **Matters Arising from the last meeting:**

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

23022.1 **Play Area:**

- It was noted that after the first successful cut of the playground Meticulous Gardens have been commissioned to undertake further cuts every 6 weeks up until October.
- Council noted that further funding had been received to fund the additional play equipment required to complete the Climbing Trail (£2k from Drax, £2K from the Two Ridings Foundation and a further £883 from John Cattanach's Locality Budget) and noted that the further equipment had been installed.

Chairman's initials

23022.2 **Green Management:**

- Council noted that an acceptance declaration had been submitted to the Rural Payments Agency accepting their offer to extend the Environmental Stewardship/Higher Level Stewardship agreement by a further 5 years to 30 September 2028. This will generate £1,729 p.a.
- A Village Green Committee meeting is to be arranged in order to consider the future management of the Green.

23022.3 **Affordable Housing**

Council noted that Matthew Brown (Rural Housing Enabler) had advised that after making contact with the relevant landowner for the other parcel of land (plot 4 off Escrick Road), there has been no response so it is assumed they have no intention of releasing the land for affordable housing development. MB is to be asked to enquire whether the landowner of the plot behind the old Service Station (previously identified as 'Site 2') is interested in considering the sale of the land for this purpose.

23022.4 **Speeding Concerns:**

- Council noted the continued and frequent concerns expressed by residents about speeding traffic passing through our village.
- Council agreed to post guidance on the Community Chat facebook page and in the Parish Magazine advising the local community that if they have any concerns re speeding traffic that can be reported to North Yorkshire Police (NYP) online via a speed reporting form. This site outlines the speed management protocol and what happens to complaints received.
- Following the recent motorbiker fatality which occurred on the Cawood/Escrick Road the Council is to lodge its complaints about the volume, speed and noise nuisance of motor bikes passing through the village.
- Cllr Foy agreed to investigate more details of the North Yorkshire Speed Watch initiative and report back to the October meeting.

23022.5 **Defibrillator:**

Cllr Strickland reported that following its recent use 2 sets of replacement defibrillator pads had been purchased and that the defibrillator was now fully functioning. Enquiries are to be made of the Village Institute Committee to ascertain whether a spare set of the pads can be kept in the Village Institute for ease of access when the next replacement is required.

23023 **Local Transport Plan consultation:**

Council noted that over the next few months, as part of the development of North Yorkshire's new Local Transport Plan, NY are asking key stakeholders to complete a survey about transport and travel in North Yorkshire. Councillors were asked to provide any views for inclusion in the Council's response before the closing date of 11 August.

23024 **Garden Waste collection:**

- Council noted that all property owners had been advised that from 28 August to continue to receive garden waste collections residents need to pay £29 for a licence which is to be displayed on their green bin.

- Council expressed its concern that Selby residents were being asked to pay for this service which had previously been funded from the Council tax already paid. A letter is to be sent to Executive Member of NYC responsible for managing the environment to echo those concerns recently expressed by Cllr Cattnach and to also request that the garden waste collection fee be deferred until the commencement of the next municipal year.

23025 Planning Matters:

Council noted that Cllr Juan Brooks has stepped down as Chair of the Planning Committee and that in accordance with the Committee's terms of reference Cllr Nigel Kemp has been appointed as Chair.

23025.2 Council noted the following planning decisions:

- Permission GRANTED re the replacement of the existing white painted timber frame French doors and fixed pane sidelights with new white coated, aluminium frame bi-fold doors to the existing lounge area at Pear Tree House, The Green – ref 2023/0291/HPA.
- Permission REFUSED re the erection of a double garage with work from home office at Stickle Barn, Haverland Farm, Stewart Lane – ref 2023/0193/HPA.
- Permission GRANTED re the erection of side extensions and a detached double garage at Hawthorn Cottage, York Road. (Ref 2022/1394/HPA).

23025.3 Council noted receipt of the following planning applications:

- Application for the demolition of the existing bungalow and erection of new four bedroom dwelling at Charnwood, York Road – ref ZG2023/0541/FUL.
- Application for consent for ground works and associated root severance to install a root barrier to 2 oak trees covered by TPO 8/2002 at 4 Labernum Grove, Stillingfleet (Ref ZG2023/0654/TPO).
- Application for consent to erect a 2 storey dwelling to replace outbuildings at Hawthorn Cottage, York Road (ref ZG2023/0667/FUL).

23026 Financial Matters:

23026.1 2022/23 Year-end External Audit:

Council noted that the External Auditor (PKF Littlejohn) has advised that on the basis of their review of Section 1 & 2 of the AGAR, the Council's 2022/23 AGAR had been completed in accordance with Proper Practices and no other matters had come to their attention giving cause for concern that relevant legislation and regulatory requirements had not been met. PKF Littlejohn have issued their closure letter and the Clerk was asked to post this notice of conclusion of the Audit on the noticeboard and website.

23026.2 Council noted Recent receipts:

30.5.2023	ES Grant from RPA for 2022	£1,728.80
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Chairman's initials

11.7.2023	£2K grant from Drax, £2K grant from 2 Ridings Foundation & £851 from J Cattnach Locality Budget	£4,851.00
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22026.3 **VAT Refund claim:**

Council noted that a further VAT refund claim had been submitted for the period 1 Dec 2022 to 30 June 2023 claiming £164.61.

23026.4 Council noted **Closing balances as at 31 July 2023:**

Parish Council current account	£15,157.56
Parish Council NS& I account	£ 243.44

Application of the Council's Reserves Policy is to be reviewed at the October meeting and the Clerk is asked to investigate whether a more advantageous interest rate is possible for the Council's reserves.

22026.5 **Bank reconciliation:**

Cllr Daniel and Cllr Foy were asked to undertake a bank reconciliation as at 31 July 2023 upon receipt of the July statement.

23026.6 Council **RESOLVED** to make the following **payments:**

Invoice date	Details	VAT	Amount (inc VAT)
1.6.2023	North Yorkshire Council re street lighting	£118.61	£711.64
23.2.23	NALC re LCA registration	£10.00	£60.00
14.6.23	YLCA re training		£35.00
16.6.2023	YLCA re training		£35.00
	Ruth Swales – reimbursement of expenses totalling £40.33 as follows:		
31.5.2023	Printer ink cartridge	£3.08	£18.49
6.6.2023	Caution tape for playground	£1.03	£6.19
6.6.2023	8 1 st class stamps		£8.80
6.6.2023	Special delivery to RPA		£6.85
13.06.2023	Ruth Swales – reimbursement of Information Commission annual fee		£40.00
	Ruth Swales reimbursement re Epson Eco Tank printer	£37.00	£222.00
20.6.2023	SR Smowton re printer installation & fixing email issue		£100.00
20.6.2023	SLCC Enterprises Ltd re Planning training	£24.00	£144.00
24.6.2023	GB Daniel & Sons re installing pipe	£6.00	£36.00
27.6.2023	Meticulous Gardens Ltd re playground cut		£70.00
	Ruth Swales salary (26 hours approved for May/June)		£279.90
	HMRC – Clerk's tax (May/June)		£69.80
	Purely Payroll (May/June)		£12.05
10.7.2023	YLCA re training		£37.00

Chairman's initials

12.7.2023	S.J Danby Ltd – installation of adventure trail	£970.20	£5,821.20
27.7.2023	PKF Littlejohn – External audit	£63.00	£378.00
17.7.2023	Annette Strickland – reimbursement re 2 x defibrillator pads	£57.20	£343.20

22026.6 Budgeting:

Council reviewed the predicted outturn for year ending 31 March 2024 against the 2023/24 budget and considered the explanation of any projected material variances (i.e. greater than £100 or 15% above/below budget).

23027 Date of next Meeting:

A Village Green Committee meeting is to be held on 8 August 2023.

The date of the next ordinary parish council meeting was confirmed as 5 October 2023 commencing at 7pm.

Signed as an accurate record of the meeting held on 3 August 2023	Juan Brooks	
	CHAIRMAN	5 October 2023