

STILLINGFLEET PARISH COUNCIL issued on 29 September

OFFICIAL NOTICE OF AN ORDINARY MEETING OF STILLINGFLEET PARISH COUNCIL TO BE HELD AT 7.00pm ON THURSDAY 5 OCTOBER 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 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

23028 Welcome and Apologies:

Chair to welcome all present to the meeting, to note any apologies for absence and to consider the approval of reasons given for absence.

23029 Public Participation:

23030 Local Community Transport Service for the village.

To invite Emily Havercroft of the 'Up for Yorkshire' Charity to explain what is required to enable the PC to consider whether to set up a Community Transport service for the village. (Appendices 1 & 2).

23031 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.

23032 Minutes from previous meeting:

To **RESOLVE** to approve the minutes of the Annual meeting of the Parish Council held on 3 August 2023 and the Village Green Committee meeting

held on 8 August. If approved the Chairman to initial and sign as a true record.

23033 Matters Arising from the previous meetings:

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

23033.1 Green Management: (update on actions agreed at last VGC meeting)

- i) To RESOLVE to obtain an estimate from the IDB re the weed-wiping service they can provide.
- ii) To note that Natural England have advised that they cannot visit to provide recommendations to improve the biodiversity of the Green..
- iii) To receive an update from Cllr Daniel re the proposed action to re-surface the Church/VI car park (opposite Dales Court).
- iv) To consider the estimate obtained re the proposed signage for the car park (appendix 3).
- v) To receive an update from Cllr Kemp re his investigations into the waste water drainage arrangements for Hope Cottage, to establish the cause of the water emerging from the crack in the road bordering the Green and to agree a plan for remedial action.
- vi) To receive an update from Cllr Daniel re what action is required re the reported broken limb of an Ash Tree at Rose Cottage, York Road and consider whether a tree safety assessment is appropriate.
- vii) To log the concerns expressed by Swallow House regarding the fallen Crack Willow and consider the estimate obtained for its removal (appendix 4).
- viii) To receive an update from Cllr Cook re the repair of the bench at the corner of the village green.

23033.2 Playground:

To review the safety inspection log (appendix 5) and to ask the Clerk / Play Stillingfleet to ensure the annual inspection is undertaken by the end of October 2023.

23033.3 Speeding Concerns:

- i) To note that a Speed Concern report has been lodged with the York & North Yorkshire Road Safety Partnership asking what more can be done to reduce the risk of further fatalities and address the volume, speed and noise nuisance of motorbikes using the B1222 as a race track
- ii) To receive a briefing from Cllr Foy regarding:
 - the NY Community Speed Watch initiative and consider whether to instigate this initiative for our village.
 - North Yorkshire's new approach to managing speed limits in NY.

23034 Various updates from Chair on recent meetings:

23034.1 Update from Plasmor

23034.2 Update re formation of a Village Community Group

23035 Parish Charter:

To note receipt of the Parish Charter (appendices 6 & 7) which sets out the arrangements for partnership working between the new North Yorkshire Council and local City, Town and Parish Councils. To note that although it remains the right of each parish council to determine whether or not it wishes to support the principles identified within the Charter, NYC encourages all parishes to work collaboratively in accordance with these principles.

23036 **Parish Council Website:**

To consider whether to enhance the PC website by the inclusion of Councillors' biogs and photographs.

23037 **Christmas 2023:**

To discuss any suggestions re how the PC or Charity Fund might instigate any Christmas arrangements for the benefit of the village.

23038 **D-Day 80 – June 2024:**

To note that an enquiry has been sent to Kelfield PC asking what their plans might be to commemorate D-Day 80 and whether Stillingfleet could join with them (appendix 8).

23039 **Planning Matters:**

23039.1 To note the following **planning decisions:**

- Permission GRANTED re the ground works and associated root severance to install a root barrier to 2 Oak trees covered by TPO 8/2002 at 4 Laburnum Grove (ref ZG2023/0654/TPO).

23039.2 To note receipt of the following **planning applications:**

(Any planning applications may be viewed online at www.northyorks.gov.uk under each reference no.). :

- Re-consultation on a planning application for the erection of a 2 storey dwelling to replace outbuildings at Hawthorn Cottage, York Road (ref ZG2023/0667/FUL).
- Application for change of use of the conservatory at Harmony House to that of a tearoom open to the public. (Ref ZG2023/0707/COU).

23039.3 To consider a query from 2 Laburnum Grove as to whether PC or planning permission is required if the residents want to change their boundary hedge to laurel.

23040 **Financial Matters:**

23040.1 **Recent receipts:**

14.7.2023	VAT refund (1/12/22 – 30/6/23)	£164.61
15.8.2023	VAT refund (1/7/23 – 31/7/23)	£1,090.31
29.9.2023	2 nd instalment of precept from NYC	£3,125.00

To note that a further VAT refund claim has been submitted for the period 1 – 31 August claiming £431.20

23040.2 **Closing balances as at 30 September 2023:**

Parish Council current account	£9,784.00
Parish Council NS& I account	£ 243.44

23040.3 **Internal Control:**

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

23040.4 To **RESOLVE** to make the following **payments:**

Invoice date	Details	VAT	Amount (inc VAT)
18.8.2023	DP Atkinson re cutting the Green	£374.00	£1870.00
24.8.2023	Meticulous Gardens Ltd		£70.00
5.10.2023	Ruth Swales salary (26 hours approved for July/August)		£279.70
5.10.2023	HMRC – Clerk’s tax (July/August)		£70.00
11.9.2023	Purely Payroll (July/August)		£12.05
25.9.2023	YLCA re training		£30.00

23040.5 **Remembrance Wreath**

To ask the Clerk to order a RBL remembrance wreath ahead of the Remembrance service in November and RESOLVE to pay the invoice.

23041 **Date of next Meeting:**

To confirm the date of the next parish council meeting as 14 December October 2023 commencing at 7pm.

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

Appendices:

1. Community Transport Service Flyer
2. Voluntary Drivers urgently needed flyer
3. Signage for Church / VI car park
4. Estimate re removal of fallen Crack Willow
5. Playground Inspection Log
6. Letter from NYC re the introduction of the Parish Charter
7. The Parish Charter
8. D-Day 80 commemorations