

**STILLINGFLEET PARISH COUNCIL
MINUTES OF THE ORDINARY MEETING OF THE PARISH
COUNCIL
1 FEBRUARY 2024**

23057 Welcome and apologies:

The Chair welcomed all those attending the meeting as follows:

Councillors: Juan Brooks, John Cook, Richard Daniel, Annette Strickland, Emma Powell, Joanne Sears, Lesley Collingridge.

Clerk: Ruth Swales

Apologies were noted and the reasons for absence accepted from Cllrs Foy and Kemp.

23058 Public Participation:

There were no members of the public present.

23059 Declarations of Interests:

No further declarations of interest were lodged under the council's code of conduct or members Register of Disclosable Pecuniary Interests.

23060 Minutes from previous meeting:

Council RESOLVED to approve the minutes of the Parish Council meeting held on 14 December 2023. The Chair signed as a true record.

23061 Parish Plan:

Council reviewed and approved the Parish Plan for 2024/25. This will be shared with our community at the annual meeting of the Parish and via the various communication channels.

23062 Matters Arising from the previous meetings:

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

23062.1 Green Management:

- i) Council noted that the removal of the fallen willow tree opposite Swallow House had to be delayed due to the flooding and is to be rearranged when the Green is sufficiently dried out – probably in April.
- ii) Cllr Kemp advised Council that his investigations into the waste water drainage arrangements for the Old School House and Hope Cottage had established that the water rising through the crack in the road had been present prior to the work starting on these two properties although it appears to have increased in volume since. Council is of the opinion that the recent works have changed the natural below ground pathways of groundwater and that the water appearing through the crack is surface water and not foul and does not therefore pose an environmental risk other than potential risk of ice. Cllr Daniel is to make enquiries with the Highways department to see if there is any action they can take and Cllr Brooks will raise the matter with the IDB.

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- iii) Council considered and RESOLVED to approve the revised deeds of easement re the Council granting access rights and/or drainage rights across verges of the Green. Cllr Cook is to review the Council's Drains and Access policy for approval at the April meeting.

23062.2 Car Parks:

- i.) Council thanked Cllr Daniel for completing the re-surfacing of the Church/VI car park (opposite Dales Court) and noted that the scraping of the grasscrete on the Chapel car park and trimming of the boundary will be undertaken when the Green has dried out.
- ii.) Council RESOLVED to introduce the parking permit scheme for the Chapel/VI car park and approved the wording for the application form
- iii.) Cllr Cook is to visit all the residents with properties bordering the north side of the Green to explain the rationale for introduction and how residents can apply for an occasional use permit. Cllr Brooks is to publicise the scheme via the Community Chat and Parish Magazine.
- iv.) Council approved the wording of the signage for the car park and instructed the Clerk to place the order for the signage and fixings and the Resident Permit hangers.

23062.3 Playground:

- i.) Council noted that the annual playground safety inspection is booked to be carried out by playinspections.co in March.
- ii.) Cllr Powell advised she had reviewed the terms of tender to be used to agree the grass cutting contract with Meticulous Gardens so that the Clerk can formalise the grass cutting arrangements between April and October.

23062.4 Speeding Concerns:

Council noted that there has been no further update from North Yorkshire Police regarding the request that NY resurrect the application for a Community Speed Watch initiative in our village.
Council noted that 3 councillors have now been fully trained to undertake speed watch duties if the scheme is approved.

23062.5 Biodiversity Duty:

Council thanked Cllr Cook for producing the Council's first annual biodiversity audit in accordance with the Council's Biodiversity policy.
Council reviewed and approved the audit.

23062.6 Local Council Award Scheme:

Council noted that the Council's application for a Foundation Standard under the award scheme had been submitted and further clarification is to be submitted by the clerk in response to matters raised by the assessor.

23063 Community Emergency Resilience Plan:

- i.) Council RESOLVED to develop a Community Emergency Resilience Plan to ensure the village is better prepared to cope with and respond to local and major emergencies (e.g. flooding, power outages, cold weather, damage to local infrastructure, the cutting off our community's access to local amenities).

- ii.) Cllr Strickland agreed to pursue the launch of a First Responder hub for the village.

23064 **Village Infrastructure:**

- i.) Cllr Collingridge was asked to prepare a report on any progress by the Telephone Restoration Volunteers and re-visit potential sale options so that Council can decide at its April meeting whether it is now time to pursue its sale rather than its restoration.
- ii.) Council noted that the Parish Council / Village Institute noticeboard is in very poor condition. Cllr Brooks offered to make enquiries about replacement by a local craftsman.

23065 **Community Engagement strategy:**

- i.) Council noted that as part of the Council's Community Engagement strategy the bi-monthly Community Drop-in sessions had commenced and will continue to be available prior to PC meetings. However in April the drop in session will be at 6pm ahead of the annual meeting of the Parish.
- ii.) To help raise the profile of the Council and improve the Council's website Cllr Brooks is to obtain Councillors photographs and biogs for publication on the website.
- iii.) Cllr Brooks is to garner opinions on the potential options for a logo for the Parish Council in order to reach a decision on the Council's branding ahead of the April meeting.

23066 **YLCA meeting:**

Council noted that the next meeting of the Selby branch of the YLCA will be held on 28 February 2024 and councillors were asked to let the Chair have any agenda items they would wish to raise.

23067 **Planning Matters:**

23067.1 Council noted the following **planning decisions:**

- Permission granted to increase the height of the existing garden wall along the York Road frontage of the Old School House, The Green. (Ref ZG2023/1127/HPA)
- Change of use granted to change conservatory at Harmony House into that of a cafe open to the public Ref ZG2023/0707/COU).
- Permission granted to demolish the existing bungalow and erect a new 4 bedroom dwelling at Charnwood, York Road (ref ZG2023/0541/FUL).

23067.2 Council noted the following **planning applications:**

- Application for consent to crown reduce by approx. 2 meters a row of mixed trees grown as a hedge and to fell 2 conifers at Beech Tree House, The Green (ref ZG2023/13443/TCA).

23068 **Financial Matters:**

23068.1 **Internal Control:** Council noted that the half yearly internal control check had been complete by Cllrs Daniel and Foy and everything appeared to be in order.

23068.2 **Recent receipts:**

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Council noted the receipt of the following funds:

4.12.2023	ESS Higher level grant for 2023	£1,728.80
1.1.2024	Interest on NS& I investment account	£1.88
31.1.2024	Northern Powergrid – Wayleave rent 2022 & 2023	£481.30

23068.3 Closing balances as at 1 January 2024:

Council noted the following closing balances:

Parish Council current account	£10,384.61
Parish Council NS& I account	£ 245.32

23068.4 Council RESOLVED to approve the payment of the following invoices:

Invoice date	Details	VAT	Amount (inc VAT)
2/1/2024	YLCA re LCA application		£80.00
4/1/2024	Purely Payroll (November/December)		£12.05
	Ruth Swales re expenses totalling £10.99		
8/1/2024	8 x 1 st class stamps		£10.00
8/1/2024	25 x Large envelopes		£0.99
1/2/2024	Stillingfleet Village Institute		£120.00
Council noted the payment of the Clerk's salary and tax for November/December with arrears from April 2023 in accordance with the contract & payment for 11 further hours of approved training.			

23069 Dates of Meetings:

- i.) Council noted the date of the next ordinary parish council meeting as 4 April 2024 commencing at 7pm.
- ii.) Council noted that the Annual Meeting of the Parish will precede the April PC meeting and commence at 6.30 pm and asked Cllr Brooks to ensure wide communication of the opportunity to attend.
- iii.) Council approved the meeting dates for the next municipal year as: 9 May (annual meeting of the council), 1 August, 3 October, 12 December, 6 February 2025 and 3 April 2025.

Signed as an accurate record of the meeting held on February 2024	Juan Brooks CHAIRMAN	4 April 2024
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