

STILLINGFLEET PARISH COUNCIL issued on 25 September 2020

**OFFICIAL NOTICE OF AN ORDINARY MEETING OF
STILLINGFLEET PARISH COUNCIL
TO BE HELD REMOTELY VIA ZOOM AT 7.00pm ON THURSDAY 1
OCTOBER 2020**

Chairman: Cllr Paul Elmhirst
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 member of the public wishing to join the meeting should email the Clerk for the joining instructions.

- 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.
- Beyond the public participation 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 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

- 20045 **Welcome and Apologies:**
To welcome all present to the meeting.
To receive apologies and approve any reasons for absence from councillors.
- 20046 **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.
- 20047 **Public participation (if appropriate):**
- 20048 **Minutes from last meeting:**
To resolve to approve the minutes of the annual Parish Council meeting held on 6 August 2020 and if approved, Chairman to initial and sign minutes as a true record.
- 20049 **Matters Arising from the last meeting:**
To receive information on the following ongoing issues and decide further action where necessary:

20049.1 **Village Green:**

- i To note that agreement has been reached to payments for the easements re the additional drive access and new drains being laid across the verge of the Green as part of the development of the Fearndale site. As a result the Council can expect to receive c.£12,000 and should consider how it intends to apply the funds.
- ii. Update re the approach to the Drainage Board re weed wiping of the dense growth of docks along the dredged margins of the beck.

20049.2 **Land Registry applications:**

Update re the registration of title for the Village Institute and the Charity Field.

20049.3 **Foul water leakage:**

- Update re approach to Environmental Health at Selby DC
- Update re response from the Council's insurers regarding responsibility for rectification
- Update re a meeting with the householders who use the defective pipes to ascertain their intentions.

20049.4 **Sewage system proposal:**

To note that Yorkshire Water have:

- acknowledged receipt of the application for First Time Sewerage,
- advised that given the amount of information which has already been gathered they should be in a position to provide a response within 4 months although if it is necessary to carry out a further detailed design that would prolong the programme of the assessment.
- set up an internal meeting with the dedicated solutions engineer for the York area to discuss the feasibility of providing a public sewer and to help understand the impact on the existing sewer network.

20049.5 **BT pay phone removal:**

- To note that consultation on the first notification of Selby DC's intention re the pay phone removal is due to end on 2 October. Council will recall that Selby DC propose to support the pay phone removal but intend to retain the traditional telephone box due to its positive contribution to the village streetscene.
- To consider whether the Council have any further comments to submit as part of the final consultation Selby DC have been asked to gather further information on their recommendation of the retention of the box.

20050. **Local Government reorganisation:** To receive an update from Cllr Musgrave regarding devolution and the proposed local government reorganisation.

20051 **Website:**

20051.1 To note that Red Kite Services have undertaken their quarterly maintenance check of the website to ensure it is running with the latest software versions

and that they have rebuilt the Contact Form which didn't appear to be working correctly.

22251.2 Accessibility Regulations:

- To receive an update re progress in auditing and upgrading the website to move towards compliance with the website accessibility regulations
- To consider the Website Accessibility Review (appendix 1) undertaken by Escrick.Net Computer Services and decide further action where necessary.
- To **RESOLVE** to publish the required Accessibility Statement to meet the new regulations (appendix 2)

20052 **Police Matters:** To consider PC Collins' August Police Report (appendix 3).

20053. **Planning Matters:** To receive information and updates on the following:

20053.1 **Stillingfleet Mine Site**

- Any update re a potential date for the planning hearing into the proposed change of use of part of the former coal mine site, Escrick Road, Stillingfleet. – ref: NY/2016/0251/FUL.

20053.2 **To receive the following planning decisions:** (full details of each can be found on the Selby DC planning public access site under each reference no.)

- The **granting of permission** for the crown raise by 15% to a sycamore tree, the felling of a yew tree, the felling of a conifer and the crown reduction by 2 meters to a yew tree in St Helen's churchyard (ref 2020/0672/TCA).
- The **approval** of the erection of a single storey rear extension to Barnbrook Annex, The Green, (ref: 2020/0565/HPA).
- The **withdrawal** of plans to redevelop the farmstead and outbuildings at Hill Top Farm, Cawood Road (2020/0371/FUL).

20053.3 **To note receipt of the following planning applications:** (full details of each can be found on the Selby DC planning public access site under each reference no.)

- Amended Plans re the conversion and extension of the former garage at Moreby Hall (2020/0427/FUL).

20054 **Matters raised by councillors:**

To consider plans for Christmas in the village (tabled by Cllr Lewis).

20055 **Financial Matters:**

20055.1 To note closing balances as at 31 August 2020:

Parish Council current account	£6,691.88
Parish Council NS& I account	£5,083.37

20055.2 **To resolve to make the following payments:**

YLCA re Planning training	£22.50
YLCA re Village Green training	£15.00
Steve Smowton re annual laptop remote support	£60.00
Samantha Lyth re annual website maintenance	£130.00
Solutions for payroll	£12.05
HMRC re Clerk's tax (July/August}	£32.40
To note payment of Clerk's salary for July & August	

20055.3 **Budgeting:**

To review the predicted outturn for year ending 31 March 2021 against the 2020/21 budget and consider the explanation of any projected material variances (i.e. greater than £100 or 15% above/below budget).(See appendix 4)

20055.4 **Half yearly internal control check:**

To request that Cllr Daniel and Cllr Brooks undertake the half yearly internal control check of the Council's accounting and governance.

20055.5 **Salary Review:**

To review the recently approved 2020/21 national salary scale for parish council clerks which is to be backdated to 1 April 2020. (See appendix 5 - according to contract Clerk's salary range is set at pay band LC1 substantive – scale point 7).

To **RESOLVE** to increase Clerk's hourly rate in line with the national salary scale and backdate to 1 April 2020.

20056 **Dates of future Meetings:**

To confirm the date of the next ordinary meeting as Thursday 3 December 2020 at 7.00pm.

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