

## **FULL SUTTON & SKIRPENBECK PARISH COUNCIL**

The minutes of the Meeting of Full Sutton & Skirpenbeck Parish Council held in The Main Lecture Room of the Training Centre, HMP Full Sutton at 7.00pm Monday 18<sup>th</sup> January 2016.

### **OPEN FORUM**

There were no members of the public present. The Open Forum had been extended to accommodate Helen Reynolds the Rural Community Transport Officer but due to family commitments she could not attend. The Councillors expressed their disappointment and Cllr Strangeway proposed that as there were no other members of the public present the meeting should proceed. This was seconded by Cllr R Westmoreland and the vote carried unanimously.

The meeting commenced at 19.02

1. **Present:** Chairman Kite and Cllrs R & S Westmoreland, A Davies, C Wakefield, A Strangeway and the Clerk. Apologies received from Cllr M Dale.
2. **Code of Conduct.**
  - To receive Declarations of Interest from members of the Council on matters relating to the Agenda. There were no declarations
  - To note the granting of any dispensations to members of the Council on matters relating to the Agenda. There were no Dispensations.
3. The Minutes of the Full Sutton & Skirpenbeck Parish Council meeting held on Monday 16<sup>th</sup> November 2015 were confirmed and signed with some amendments as proposed by Chairman Kite and seconded by Cllr R Westmoreland.
4. The Clerk updated Councillors about the Councillor Vacancy. Deborah Sedman at ERYC had been informed and a notice placed with a deadline of the 15<sup>th</sup> of January. The Clerk is waiting for go ahead from Deborah to put up a co-option notice.
5. Ward Cllr Andy Burton was not present.
6. **Planning.**
  - Councillors noted that Planning Application: 15/03593/TPO Proposal: TPO339 SKIRPENBECK 1980 T1: Beech; under and side prune to gain 1.5 metres. Location: The Old School Main Street Skirpenbeck East Riding Of Yorkshire YO41 1HF Applicant: Mrs Leslie Peatfield Application type: Works to Protected Trees – had been approved.
  - Chairman Kite noted that the Neighbourhood Planning Guidance had been updated and asked the Councillors whether an update of the Community/Parish Plan was necessary. It was concluded that this item will be put on the Agenda for next month for approval to update the Plan in 2016 after consultation with the community.
  - The Cuadrilla Oil and Gas Exploration Licence in Full Sutton & Skirpenbeck (site ref: SE75) was discussed, Cllr Davies to place the information on the website and facebook page and invite comments from parishioners.
  - The Clerk updated the Councillors on the Consultee Access Training Course. The Planning Portal is an excellent tool and easy to use. Any member of the public can access it and search and comment on Applications. Only the Clerk can relay the decisions of the Parish Council. A link to the Portal will be placed on the Website. Cllr Davies asked if there was any information available regarding the powers of the Parish

Council with regard to Planning Applications. The Clerk will investigate whether there is a link that can be placed on the Website.

**7. Finance.** Payment was authorised on the following accounts:

- C M Miles-Findlay – Total Wages January 2016 - BACS - £215.33
- C M Miles-Findlay – Expenses Nov/Dec/Jan - £77.40
- 1&1 Internet Ltd – Parish Website - Direct Debit December- £23.99.
- 1&1 Internet Ltd – Parish Website - Direct Debit January - £23.99.
- Aon – Parish Insurance (1<sup>st</sup> Year) – BACS - £321.44
- Chairman Kite had enquired about the breakdown of costs of the Website at a previous meeting. Cllr Davies stated that Website access cost £5.99 per month and the remainder was for the tools to shape the Website. After much investigation he had concluded that this was the best option for the Council.
- Chairman Kite had received an update from ERNLLCA regarding the appointment of External Auditors from 2017/18, this will now be made by Smaller Authorities' Audit Appointments Ltd. More updates are to follow. The Clerk stated that it was proving difficult to find an Internal Auditor for this year. Councillors will let the Clerk know if they can put someone forward.
- The quarterly accounts were noted.
- Chairman Kite noted that although the Parish Council have kept the same budget since April 2012 the Tax Base had changed and thus there was an increase of 2.1% on the precept for 2016/17.

**8. Highways and Footways.**

- Speeding issues, Full Sutton. The Councillors were disappointed with the response from Ward Cllr Burton to the Clerks email regarding their concerns about school bus pick ups along the main road near Halifax Close. The Clerk to write again to Andy Burton to ascertain where exactly the speeding sign is and when the Parish Council can have it. The Clerk to copy Brad Webster in on the email to see if he can be of any help. Cllr Strangeway to also convey these points at the Wolds/Weighton meeting on the 28<sup>th</sup> of January. The Clerk to contact Bugthorpe School and ask if the school bus can stop a little further up the road where it is safer.
- Village Taskforce. Cllr Davies mentioned that the road near the Full Sutton sign at the Pocklington end of the village has been flooding regularly over the past month. The Clerk to contact Mike Connor and ask if anything can be done.
- Parish Paths, Skirpenbeck. Both Chairman Kite and Lesley Whitehead from ERYC have spoken to the owner of the land that runs along the river to discuss issues regarding the state of the footpath, fencing and the safety of horses in the field (both to the horses and the people wishing to use the footpath). The landowner is not interested in fencing off the path, LW pointed out that he was responsible for Health and Safety on the path. LW sent George Winn Darley's proposal regarding paths and Skirpenbeck Play Area land to their legal department and the answer was that it is not possible. All legal powers now seem to have been exhausted but the Parish Council will continue to try to achieve the expressed wishes of the community.

**9. Skirpenbeck Play Area.** Cllr R Westmoreland has completed the monthly inspection. Cllr S Westmoreland had received an email from ERYC saying they would have no problem granting an alcohol license for a summer fete. The Clerk to investigate what needs to be done with regard to a grant for a slide and liaise with Cllr S Westmoreland.

**10. Questions from Councillors.**

- Councillor S Westmoreland asked if Council emails could be forwarded to the Councillors in the event of the Clerk being away on annual leave. This would be difficult because of the way the Parish laptop is set up. Cllr Strangeway proposed that Cllr S Westmoreland

have the Parish telephone and laptop if the Clerk was away for a period of over 1 week, this was seconded by Chairman Kite and the vote carried unanimously.

- Cllr S Westmoreland proposed that the Parish Council obtain some grit to be spread at the Skirpenbeck junction opposite the Bungalow as a matter of public safety. Councillor Wakefield seconded and the vote was unanimous. Cllr R Westmoreland to contact Richard Nightingale.
- Cllr Strangeway had emailed the Clerk with some queries regarding obtaining information from ERYC, the emails have been passed on to ERNLLCA for comment.

#### 11. Utilities

- It was suggested that mobile phone coverage may be a question to put on the Community/Parish Plan Questionnaire, does it need improving and what Network are parishioners with?
- Councillors suggested that undergrounding of overhead electricity cables should be another question for the Plan.
- Both Full Sutton and Skirpenbeck have high speed broadband available.

#### 12. Administration Matters.

- Correspondence received. The clerk had received a letter from the Royal British Legion thanking the Parish Council for the donation for the wreath. The clerk had also received two emails from parishioners. The first asking if the Parish Council had any prior knowledge of the work to the lampposts in Full Sutton, noting that a 'Private no Parking' sign at Marton House had not been removed and notifying the Council of a blocked drain outside Pond Cottage which had been reported. Neither the Councillors or the Clerk had been notified of the planned works, Cllr Wakefield to visit the owners of Marton house and the Clerk will report the drain if the problem continues. The second was expressing concern about the motor cross near PW Triffit, the Councillors said this is a designated site for motor cross and complaints should be sent to Environmental Health.
- HMP Full Sutton. Cllr Davies proposed that the revised Partnership Protocol be accepted and signed by Chairman Kite, Cllr Wakefield seconded and the vote carried unanimously. The clerk to forward to Ed Cornmell for approval and signature. The meeting with the Governor on Monday 18<sup>th</sup> January 2016 was postponed a new date is yet to be fixed.
- Transport Survey to be distributed in the next few weeks.
- Chairman Kite stated that he would be willing to represent the Parish Council at the Rural Strategy Consultation. Cllr R Westmoreland proposed, Cllr S Westmoreland seconded and the vote carried unanimously.
- 3 yearly review of winter services – The Clerk had replied asking for the road to the prison entrance to be included in the winter treatments, this will be reviewed during the year and the results sent back to the Clerk.
- Parish Pump. Suggestions are welcomed from Councillors for the next issue.
- Personnel. Expense forms and Time sheets signed.
- Asset Register contents confirmed with a few added, Clerk to redraft before the next meeting.

13. **Date and Venue of next meeting.** The next meeting will be held on Monday 15<sup>th</sup> February 2016 at 7.00pm in the Main Lecture Room of the Training Unit at HMP Full Sutton. The meeting closed at 21.00pm.

Signed.....Chairman      Date.....

Signed..... Clerk      Date.....