

# **FULL SUTTON & SKIRPENBECK PARISH COUNCIL**

Parish Office: 21 Halifax Close, Full Sutton, York. YO41 1NU

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The Minutes of the Meeting of Full Sutton & Skirpenbeck Parish Council held in Classroom 1 of the Training Centre, HMP Full Sutton at 7.00pm Monday 18<sup>th</sup> December 2017.

## **OPEN FORUM**

As there were no members of the public present, PK proposed that the meeting should start, AD seconded and all agreed. The meeting started at 7.00pm.

1. **Present:** Chairman Cllr P Kite and Cllrs P Beard, R Milling, A Davies, J Nightingale and the Clerk. Apologies had been received from Cllrs H Bowling who was unable to attend and C Wakefield who would be late.
2. **Code of Conduct.**
  - To receive Declarations of Interest from members of the Council on matters relating to the Agenda. All Councillors declared an interest in Item 8, discuss and decide Precept for 2018/19. JN declared an interest in Item 8, quote for snow clearing/gritting.
  - To note the granting of any dispensations to members of the Council on matters relating to the Agenda. Dispensations had been granted to all Councillors to enable them to discuss the Precept.
3. The Minutes of the Full Sutton & Skirpenbeck Parish Council meeting held on Monday 20<sup>th</sup> November 2017 were confirmed as a true record. RM proposed, JN seconded and the vote was unanimous. The Minutes were duly signed.
4. Ward Councillor Andy Burton was not present.
5. **Councillor Vacancy.**

There were no applicants for the vacancy.
6. **Clerk Update.**

The Clerk updated the Councillors on the following:

  - The Clerk explained that the Data Protection Law would be changing in April 2018. ERNLLCA are looking at how this will affect Parish Councils and how much it will cost, Clerk will pass on more information as it is available.
  - The Clerk had contacted Lesley Whitehead (Countryside Access Officer) to ask when the Parish Paths grant would be paid.
7. **Planning.**
  - Full Planning Permission 17/04015/PLF: Erection of a dwelling (resubmission of 17/01849/PLF). Location: Land north of 5 St Edmunds, Stamford Bridge, YO41 1PW. Applicant: Mr John Edwards. Deadline: 21/12/2017.

The Councillors discussed the application and AD proposed that the Clerk should comment no objections to the project on the Planning Portal. PB seconded and all agreed.

- Notice of Decision: Full Planning Permission: 17/03206/PLF – Erection of 4 detached dwellings, external and internal alterations to allow conversion of detached garage to dwelling with associated access, parking and landscaping following demolition of existing dwelling. Location: The Paddocks, Hatkill Lane, Full Sutton, YO41 1HW. Applicant: Mr Peter Metcalfe. Permission granted. Noted

- Notice of Decision: Full Planning Permission: 17/03312/PLF – Erection summer house to rear. Location: 14 Halifax Close, Full Sutton, YO41 1NU. Applicant: Joseph Scott. Permission granted. Noted.
8. **Finance.** JN proposed that the following payments should be approved, PB seconded and all agreed.
- 1&1 Internet Ltd – Parish Website December – Direct Debit - £15.59
  - SureVoIP – Parish Telephone December – Direct Debit - £6.00
  - Wages December
  - C M Miles-Findlay – Expenses – BACS - £145.07
  - P Beard – Expenses (Halloween & Christmas) – Cheque - £73.02
  - BHIB – Parish Council Insurance – BACS - £328.78
  - ERYC – Grounds Maintenance (The Green, Full Sutton) – BACS - £339.24
  - The Clerk had not received the Bank Statement as yet.
  - JN left the room, the Councillors discussed R T Nightingale's quote for snow clearance and gritting for the coming winter. RM proposed that the PC accept the quote, AD seconded and all agreed, JN rejoined the meeting.
  - The Precept was discussed at length and bearing in mind that there would be no grants available next year to help with severe weather, the transparency code and the new expense of a Data Protection Officer, AD proposed that the Precept needed to be raised to £8,000.00. PK seconded and all agreed.
9. **Skirpenbeck Play Area.**
- PB had carried out the monthly inspection of the Play Area and noted that things were much the same. A protective cap had lifted off a piece of equipment, PK to take a look.
  - Repair work to the safety matting to take place in the spring.
10. **Highways and Footways.**
- RM proposed that PK fill in the Village Taskforce (VTF)/Walkabout Satisfaction Survey 2017/18, PB seconded and all agreed.
11. Items suggested for the Stamford Bridge PC booklet to new property owners are Bugthorpe School and Bugthorpe under 5's.
12. **School Bus Stop, Full Sutton.**  
PC to await further information from ERYC.
13. **Transport Assessment.**  
There has been no more information. PK had attended Stamford Bridge Parish Council's meeting. They are considering appointing a Transport Assessment Consultant. PK had mentioned that Full Sutton & Skirpenbeck PC may be willing to work with them. The Councillors are awaiting the outcome of their decision after the next meeting before discussing in detail. PK to contact Consultants with an update.
14. **Town and Parish Name Banks.**  
AD proposed that PK send suggested names to Cllrs to be agreed and sent on to ERYC. PB seconded and all agreed.
15. **Emergency Plan & Neighbourhood Watch.**  
Emergency Plan deferred to next meeting, Cllrs to read information to be sent by Clerk. The Councillors feel that a Neighbourhood Watch Scheme is not needed at present.
16. **Questions from Councillors.**  
There were no questions.

**17. Administration Matters.**

- Correspondence received (list attached). The Clerk had passed on all correspondence by email. There were no suggestions for the Chairman's Awards. A Christmas card from ERYC Chairman Councillor Caroline Fox was passed around.
- AD to provide JN with an email address. PB and HB to contact AD for technical help with emails.
- HMP Full Sutton. PK to let HMP know that Audio/Visual equipment had been donated to the PC and is ready to be fitted at the Training Centre. Clerk to write to ERYC to request extension of road gritting of Moor Lane to HMP Full Sutton access junction.
- Parish Pump. CW to write an article regarding dogs (barking and cleaning up). PB to write about the Halloween and Christmas Parties.
- Personnel. Time sheets signed.

**18. Date and Venue of next meeting.**

The next meeting is to be on Monday 15<sup>th</sup> January at 7.00pm in the Training Unit at HMP Full Sutton. The meeting closed at 20.02pm.

Signed.....Chairman                      Date.....

Correspondence List for December meeting. Items in **Bold** are on the Agenda.

Carole Hunt - Fly The Red Ensign Merchant Navy Day 2017 - Certificate of Commemoration

ERVAS E-bulletin 21/11/2017

Online Playgrounds - Black Friday deals—catch them before they're gone!

Smaller Authorities Audit Appointments - Notification of external auditor appointments for the 2017-18 financial year.

Weekly Email News Digest - Monday, 20 November, 2017

Rob Brown - Village walkabout, Full Sutton & Skirpenbeck

Colin Clarke - Bypass for Stamford Bridge

Rural Vulnerability Service - Rural Transport - November 2017

Civil Parking enforcement

**Notification of Decision on App Ref 17/03206/PLF**

Gareth Naidoo - Outcome from Secretary of State for Health - Health OSC referral on CCG Urgent Care Services.

Weekly Email News Digest - Monday, 27 November, 2017

December/January Parish Pump

Rural Vulnerability Service - Rural Broadband - November 2017

**Parish precept - Provisional Tax base and Precept Demand Form**

**ERNLLCA November Newsletter (Clerk Update)**

ERVAS E-bulletin 28/11/2017

Helen Anderson - December newsletter

**Planning Consultation for 17/04015/PLF: Land North Of 5 St Edmunds, Stamford Bridge, YO41 1PW**

Rob Brown - Village walkabout, Full Sutton & Skirpenbeck

Minerals and Waste Joint Plan - Notification of Submission

Richard Inman - Weekly Email News Digest - Monday, 4 December, 2017

**FW: Full Sutton and Skirpenbeck Parish Council - Local Councils Renewal - Policy LCO00046**

**Ruth Wilson - Village Taskforce (VTF)/Walkabout Satisfaction Survey 2017/18**

Tracey Tomlinson - Joint Local Access Forum - Wednesday 13 December 2017

Local Council Public Advisory Service - 2018 Brochure

**Notification of Decision on Application Ref 17/03312/PLF.**

Rural Opportunities Bulletin.

ERVAS E-bulletin 05/12/2017

Nick Harvey - Season's Greetings from Seafarers UK!

Mobile Library Timetable

Office - FW: Hull VCS Safeguarding Forum

Weekly Email News Digest - Monday, 11 December, 2017

Planning – Forward - Consultation on the East Riding Local Plan Draft Sustainability Appraisal Scoping Report