

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

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The Minutes of the Meeting of Full Sutton & Skirpenbeck Parish Council held in the Training Centre, HMP Full Sutton on 7.00pm Monday 19<sup>th</sup> February 2018.

### **OPEN FORUM**

There was one member of the public present, she had applied to be co-opted onto the Parish Council. She stated her reasons for wanting to join the PC and the Cllrs responded asking questions. AD thanked her for attending and invited her to stay and observe the meeting.

AD proposed that the meeting should start, RM seconded and all agreed. The meeting started at 7.02pm.

1. **Present:** Vice Chairman Cllr A Davies and Cllrs P Beard, R Milling, J Nightingale and the Clerk. Apologies had been received from Chairman Cllr P Kite and Cllr H Bowling.
2. **Code of Conduct.**
  - a) To receive Declarations of Interest from members of the Council on matters relating to the Agenda. AD declared an interest in Item 6.
  - b) 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 15<sup>th</sup> January 2018 were confirmed as a true record. RM proposed, PB seconded and the vote was unanimous. The Minutes were duly signed.
4. Ward Councillor Andy Burton was not present.
5. **Councillor Vacancy.**

A resident had spoken in the Open Forum. After a discussion RM proposed that Sarah Davies be co-opted onto the PC, JN seconded and all agreed. SD joined the meeting, forms signed, register of interests to be filled in and passed to the Clerk. Clerk passed on the Code of Conduct and will email all relevant codes and regulations.
6. **Clerk Update.**

The Clerk updated the Councillors on the following:

  - a) Updated Financial Regulations will be circulated to all Councillors to be read before the next meeting so they can be adopted.
  - b) Clerk had attended the ERNLLCA briefing regarding Data Protection and will start working on gathering the information necessary so that the PC is compliant with the updated law.
7. **Planning.**
  - a) Notification of withdrawn application 17/04015/PLF: Land north of 5 St Edmunds, Stamford Bridge. Noted.
8. **Finance.** AD proposed the following payments should be approved, PB seconded and all agreed.
  - a) 1&1 Internet Ltd – Parish Website – Direct Debit - £15.59
  - b) SureVoIP – Parish Telephone – Direct Debit - £6.00
  - c) Wages
  - d) ERNLLCA Councillors Financial Responsibilities training session – To be invoiced

AD proposed that the Clerk attend the training session, PB seconded and all agreed.

- e) J Findlay – Payment for cleaning the telephone box in Full Sutton - £100
- f) Bank Statement. Noted and signed.
- g) The asset register was reviewed and agreed. AD proposed, SD seconded and all agreed.
- h) AD proposed that Emma Fletcher should be retained as Internal Auditor for 2017/18, RM seconded and all agreed.

#### 9. Skirpenbeck Play Area.

- a) PB had carried out the monthly inspection of the Play Area, stumps are still there and more are unsafe and need to be removed. JN to cordon off area to be worked on.
- b) Clerk had reported to ERYC that the fence around the land to the right of the path is unsafe, also that trees are overgrown and encroaching on the property adjacent.

#### 10. Highways and Footways.

- a) The Clerk had contacted ERYC to ask for a graduated speed limit at both ends of the village. JN mentioned that a 'CCTV in area' van had been in operation around Full Sutton, Clerk to contact HMP Full Sutton to ask if they know anything about it.
- b) A plan for Pond Cottage had been received. To be discussed at the next meeting.

#### 11. Transport Assessment.

There has been no further information, PK to report at next meeting.

#### 12. Questions from Councillors.

- a) PB mentioned that the grass verges in Skirpenbeck were in a dreadful state due to people parking on them. Cars are parking on the pavement near the play area, pedestrians are having to walk on the road. The road leading from Skirpenbeck to Bugthorpe is in need of repair. Clerk to report to ERYC.
- b) AD requested that the Clerk ask for an update regarding the land to the side of the path at the Play Area.
- c) Clerk to check the Pothole link on the Website.

#### 13. Administration Matters.

- a) Correspondence received (list attached). There was a discussion about the reply to Pocklington Town Council's email regarding Councillor Strangeway, Clerk to make some changes and resend.
- b) HMP Full Sutton. A liaison meeting was held on 7<sup>th</sup> February, no further forward with the request for scaffolding, H&S procedure for fitting equipment at the Training Centre. There was no news about the new prison. The placement of a grit bin on Glebe Avenue had been agreed. Clerk to investigate costs.
- c) Parish Pump. Clerk to produce an article asking if any residents would like to join an events committee to help organise a summer event.
- d) Personnel. Next Personnel Committee meeting to be on 19<sup>th</sup> March 2018. Timesheet signed.

#### 14. Date and Venue of next meeting.

The next meeting is to be on Monday 19<sup>th</sup> March at 7.00pm in the Training Unit at HMP Full Sutton. JN gave his apologies. The meeting closed at 7.58pm.

Signed.....Chairman      Date.....

Signed.....Clerk      Date.....

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

Rural Opportunities Bulletin

FW: ERVAS E-bulletin 09/01/2018

Rob Brown - Re: Fwd: Highways Issues

Brain tumours - using your local influence to help us find a cure

Pocklington Town Council - Letter regarding Press Release

FW: General Data Protection Regulation - briefing sessions

Weekly Email News Digest - Monday, 15 January, 2018

Rural Vulnerability Service - Fuel Poverty - January 2018

FW: ERVAS E-bulletin 16/01/2018

Leanne Darbinson - Proposed works A166 Stamford Bridge

Chris Brown - Proposed works A166 Stamford Bridge

minutes of last meeting EYLC network

Weekly Email News Digest - Monday, 22 January, 2018

FW: ERVAS E-bulletin 23/01/2018

**Notification of withdrawn application 17/04015/PLF**

ERNLLCA - Plunkett Foundation Call To Action - Northern Parishes [2018] - Please Send Expressions of Interest To Plunkett To Engage In 2018.

Rural Services Network - Rural Housing Spotlight

Mark Jessop - Fw: Highways Issues

NHS East Riding - TCP People - Winter 2018

February/March issue of the Parish Pump

Jon Whyley - Standards Committee Hearing - 19th February 2018

INVITATION - Rural Housing Seminar

Countryside Stewardship: Woodland Creation Grant

ERNLLCA Training - Councillors' Financial Responsibilities

Peter Hirschfeld - Information about Community Led Housing

Nicki Salvidge - Planning Meeting

Weekly Email News Digest - Monday, 29 January, 2018

Rural Vulnerability Service - Rural Transport - January 2018

ERSAB Newsletter - February 2018

Mark Wood - 17/04099/PLF

Weekly Email News Digest - Monday, 5 February, 2018

Helen Alexander - February newsletter Pocklington

Helen Alexander - February newsletter Market Weighton

Rural Opportunities Bulletin

ERNLLCA - Councillor's Financial Responsibilities

ERNLLCA Newsletter

ERVAS E-Bulletin 6th February 2018

Adoption of the Lower Derwent Valley Supplementary Planning Document

Weekly Email News Digest - Monday, 12 February, 2018

Rural Vulnerability Service - Rural Broadband - February 2018

REMINDER - Rural Housing Seminar

LoveYourLocalPark this Valentine's Day