

## **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 at 7.00pm on Monday 21<sup>st</sup> May 2018.

Due to the late finish of the AGM the meeting started at 7.16pm.

### **OPEN FORUM**

There were no members of the public present.

1. **Present:** Chairman Cllr P Kite and Cllrs A Aikman, P Beard, S Davies, J Nightingale and the Clerk. Apologies had been received from Vice Chairman Cllr A Davies and Cllr R Milling.
2. **Code of Conduct.**
  - a) To receive Declarations of Interest from members of the Council on matters relating to the Agenda. There were no declarations.
  - 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 16<sup>th</sup> April 2018 were confirmed as a true record. SD proposed, PK seconded and all agreed. The Minutes were duly signed.
4. Ward Councillor Andy Burton was not present.
5. **Clerk Update.**

The Clerk updated the Councillors on the following:

  - a) There had been another complaint regarding the security fencing at the Godwin Vale development. The fences are damaged and, in some cases, missing. The Clerk had reported this to Planning Enforcement who had contacted Avant but nothing has been done. PK and PB to try and meet with the Site Manager and add this to the Agenda.
  - b) Replies had been received regarding the siting of the school bus stops. The Bugthorpe bus situation now seems to be resolved. Clerk to reply to the bus company and ask if the Woldgate bus could pick up before the T Junction in front of Full Sutton Hall.
  - c) The Clerk had received 3 Planning notifications since the Agenda had been published.
    - i. 18/01463/STVAR: Avant homes application for 2 extra dwellings on Godwin Vale, as there were no plans as yet to view the Councillors requested an extension to the deadline.
    - ii. 18/00006/ENFORC: Notification of an appeal against an Enforcement Notice at Skirpenbeck Grange, it was felt that as the Parish Council had already responded there was no further comment to make.
    - iii. 18/01498/PLF: Full Planning Permission for an extension to rear and detached garage following the demolition of existing detached garage and chicken shed at 1 Grange Cottages, Main Street, Skirpenbeck. The Councillors requested that the Clerk comment 'no observations' on the Planning Portal.

## 6. **Councillor Vacancy.**

Cllr H Bowling had tendered her resignation. PK proposed he write and thank HB for her service as a Councillor, AA seconded and all agreed. The Clerk had sent a Vacancy notice to ERYC and is expecting permission to co-opt after the 6<sup>th</sup> June. Clerk to prepare the necessary adverts.

## 7. **Planning.**

a) Full Planning Permission 18/01437/PLF: Proposal: Continued use of agricultural buildings for agricultural contracting and plant hire. Location: 1 Bleach Farm Cottages, Roman Road, Stamford Bridge, YO41 1SA. Applicant: Mr John Sellers. JN proposed the Parish Council should support the application, AA seconded and all agreed. Clerk to comment on the Planning Portal.

## 8. **Finance.** PK proposed the following 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 – 2018 Salary Agreement noted.
- d) Clerk Expenses – Direct Payment - £25.47
- e) Emma Fletcher – Internal Audit - Direct Payment - £177.00
- f) Precept received £4000.00. Noted
- g) Bank Statement. Noted and signed.

## 9. **Skirpenbeck Play Area.**

- a) PB had carried out the monthly inspection of the Play Area. The holes under some of the equipment need repair and the holes left by the removal of the posts need filling again and some grass seed. PK & JN to take a look.
- b) ERYC had cleared some of the overgrowth to the right of the footpath and made some repairs to the fence. Nothing has been done about the overgrowth near the neighbouring fence. The land is to be sold by ERYC, the Clerk has asked if the path to the Play Area is to be included in this.

## 10. **Highways and Footways.**

- a) **Skirpenbeck drainage.** New systems have been put in place from the 3 new builds near Skirpenbeck Grange. The farmer has agreed that a pipe can run under the road into a drainage channel and into a soakaway in the corner of the field. ERYC are looking into the drainage at Willow Farm, Clerk to chase this up.
- b) **Skirpenbeck laybys.** The layby on the road to Stamford Bridge is in an awful condition and there should be a new layby on the road towards Brickyards. Clerk to chase this up.
- c) A166 road closure westbound from 21 May for 5 weeks between 7pm and 6am. Noted.

11. The Parish Council are once again looking for someone to work on the phone boxes. The Clerk to advertise in the Parish Pump, JN and SD to pursue contacts.

12. New model Financial Regulations are due out later in the year. PK proposed that the Financial Risk Assessment be accepted and signed, SD seconded and all agreed.

13. The Data Audit, Data Protection Policy, Privacy Notices and Consent Form were discussed. PK proposed the Data Audit and Consent Form be approved and the Data Protection Policy and Privacy Notices be adopted. JN seconded and all agreed.

## 14. **Questions from Councillors.**

- a) AA asked about the route of the Parish Path to Low Burton Fields Farm, Clerk to locate the Paths map and make copy for her.

b) It was confirmed that Pond Cottage is responsible for the Leylandii hedge.

**15. Administration Matters.**

- a) Correspondence received (list attached).
- b) HMP Full Sutton. The next liaison meeting is on the 13<sup>th</sup> June 2018.
- c) SD proposed the Risk Assessment be adopted, PB seconded and all agreed.
- d) Parish Pump. Clerk to forward the Minutes and also ask for volunteers for the Events and Parish Paths Committees. Vacancy to be advertised and a request for a handyperson to quote for the refurbishment of the telephone boxes.
- e) Clerk to check back on the ERNLLCA conference list to see if all tasks had been completed.
- f) Personnel. Timesheet signed.

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

The next meeting is to be on Monday 18<sup>th</sup> June 2018 at 7.00pm in the Training Unit at HMP Full Sutton. The meeting closed at 8.48pm.

Signed.....Chairman      Date.....

Signed.....Clerk      Date.....

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

Rural Vulnerability Service - Rural Broadband - April 2018  
Helen Anderson - April newsletter – Pocklington  
Helen Anderson - April newsletter – Market Weighton  
Next Meeting of East Yorkshire Local Councils Network  
ERVAS E-Bulletin 11th April 2018  
\*Exercise\* Exercise Rota Power Outage Information 8am-11am \*Exercise\*  
\*Exercise\* Exercise Rota Power Outage Information 11am-2pm \*Exercise\*  
Exercise Exercise Exercise – Update  
Exercise Exercise Exercise - list of closed schools  
INVITATION: Rural Housing Seminar  
\*Exercise\* Exercise Rota Power Outage Information 8am-11am \*Exercise\*  
Exercise Exercise Exercise - list of closed schools  
Exercise Exercise Exercise - rest centres request  
Exercise Exercise Exercise - END -  
Re: Fw: Skirpenbeck Grange  
Emergency Planning - Exercise Rota Feedback  
Weekly Email News Digest - Monday, 16 April, 2018  
Jenny Myers - Re: Council Owned Land Fronting Main Street, Skirpenbeck  
ERNLLCA - Consultation: unauthorised developments and encampments  
Andrew Addison - Re: Flooding and Potholes in Skirpenbeck  
Rural Housing Spotlight  
Parish Transport Champions Meeting - North West Zone 17th April 2018  
Query and Issue to be raised at next PC meeting  
Nicki Salvidge - Planning meeting  
X2Connect - Red Telephone Box  
ERVAS E-Bulletin 18th April 2018  
Briefing Note - Service Changes  
Re: Query and Issue to be raised at next PC meeting  
Woldgate School 9W Service  
East Yorkshire Local Councils Network Meeting  
EYLCN - Minutes of last meeting.  
Re: Query and Issue to be raised at next PC meeting  
ERNLLCA - National Survey  
ERNLLCA - 2018.2019 pay award  
Mathew Buckley - Fw: GDPR Parish/Town Council Update  
PTC - Mayor Making - Pocklington Town Council  
David Woodmansey - ASB Six Month Statistics - Full Sutton & Skirpenbeck  
ERVAS E-Bulletin 25th April 2018  
Paul Bellotti - Fw: Query and Issue to be raised at next PC meeting  
New National Rural Crime Survey launched  
FW: Post Office Scam Initiative  
Paula Parker - Fw: Skirpenbeck - Update  
Calor Rural Community Fund - What's your project?  
Bugthorpe School - School bus  
Parish Transport Champions North West Zone - Lead PTC  
Parish Transport Champions North West Zone - ERTTP Meeting 8th May 2018  
FW: Information for Newsletters  
FW: Draft National Planning Policy Framework  
ERNLLCA - GDPR - Good News  
REMINDER - Rural Housing Seminar  
Laura Smith - Re: Fw: Skirpenbeck - Update  
Parish Council Liaison Meetings Invitation Letter  
Works on A166 and in Wetwang

A166 Garrowby Hill night time closure

ERVAS E-Bulletin 3rd May 2018

Laura Smith - Re: Fw: Skirpenbeck - Update

Fields in Trust - Find out how we're protecting, supporting and championing Green Spaces for Good

ERNLLCA - NALC Survey

Fly the Red Ensign for Merchant Navy Day, 3rd September 2018

ERNLLCA - Events on in your area

GRANT OPPORTUNITY - Neighbourhood Planning Grants and Support Programme 2018-2022

GRANT OPPORTUNITY - Big Lottery Fund - Reaching Communities England

Further update on GDPR and Data Protection Bill

Planning Consultation for 18/01437/PLF: 1 Bleach Farm Cottages, Roman Road, Stamford Bridge, YO41 1SA

Joanne Larkin - 9W

Helen Anderson - May newsletter Pocklington

Helen Anderson - May newsletter Market Weighton

Re: Avant Housing Siteq

YORSwitch - A chance to win a year's free energy with YORSwitch and iChoosr

ERVAS E-Bulletin 16th May 2018