

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 the Training Centre, HMP Full Sutton at 7.00pm on Monday 18th June 2018.

OPEN FORUM

There were no members of the public present. PK proposed to start the meeting, AD seconded and all agreed. The meeting started at 7.02pm

1. **Present:** Chairman Cllr P Kite, Vice Chairman Cllr A Davies, Cllr S Davies and the Clerk. Apologies had been received from Cllrs A Aikman, P Beard, J Nightingale and R Milling.
2. **Code of Conduct.**
 - a) To receive Declarations of Interest from members of the Council on matters relating to the Agenda. PK declared an interest in Item 9e.
 - 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 21st May 2018 were confirmed as a true record. PK proposed, SD seconded and all agreed. The Minutes were duly signed.
4. The Minutes of the Full Sutton & Skirpenbeck Parish Council AGM held on Monday 21st May 2018 were confirmed as a true record. PK proposed, SD seconded and all agreed. The Minutes were duly signed
5. Ward Councillor Andy Burton was not present.
6. **Clerk Update.**

The Clerk updated the Councillors on the following:

 - a) Awaiting feedback regarding Woldgate bus stop, A166 Pedestrian warning road signs, drainage in Skirpenbeck and lay-bys in Skirpenbeck.
 - b) Graduated Speed limit request chased up and denied.
 - c) VAT reclaim done totalling £613.17.
 - d) No Wolds Weighton Ward liaison meetings held so far this year.
7. **Councillor Vacancy.**

The Parish Council have been given permission to co-opt. No applicants as yet. Notices up on notice boards and in the Parish Pump. Clerk to place on Website and Facebook.
8. **Planning.**
 - a) Reserved matters 18/01510/STREM: Erection of an additional 2 dwellings and substitution of house types for plots 86-88, 89-92, 95-96 and 115-120 following outline permission 15/00426/STOUT. Location: Godwin Vale, Stamford Bridge. Applicant: Avant Homes. Clerk had entered a comment of 'No objections' on the Planning Portal as instructed by the Cllrs.

- b) Full Planning Permission 18/01625/PLF: Erection of general purpose agricultural building. Location: Brickyards Farm, Brickyards Lane, Bugthorpe, YO41 1HG. Applicant: Halifax Estates. AD proposed 'no objections', SD seconded and all agreed. Clerk to comment on Planning Portal.
 - c) Clerk to look at the Standing Orders for the next meeting, the formation of a Planning Committee deferred to the next meeting. Clerk to place the guidelines for the new 'Permission in Principle' process on the Website.
 - d) Cllr P Kite had attended the ERYC PC Liaison meeting. Developers in ERYC are currently producing 900 dwellings per year and there is a target of 25% affordable housing. The Planning Portal is continually being updated with the next update in June/July. No funding is available to Parish Councils to assist in responding to major planning applications. If there is disagreement by a Parish Council with planning officer recommendations these can be read out at the Planning Committee deciding the application. Minutes of the Liaison meeting are awaited.
9. **Finance.** SD proposed the following should be approved, AD 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) Trevor Lee – Skirpenbeck playing field cut – BACS - £150.00
 - e) Cllr Peter Kite – Mileage ERYC PC liaison meeting – BACS - £23.40
 - f) Bank Statement examined and signed.
 - g) PK proposed the updated Bank Mandate adding Cllr S Davies as a signatory be approved and signed. AD seconded and all agreed.
10. **Skirpenbeck Play Area.**
- a) PB had carried out the monthly inspection of the Play Area. The holes under some of the equipment are still in need of repair and the holes left by the removal of the posts need filling and grass seed. PK to take a look.
 - b) AD suggested that the waste land to the right of the path that ERYC is considering selling could be made into a car park. Clerk to pass on to ERYC.
 - c) It had been reported that a branch had broken on the Willow tree and was hanging off, PK had inspected it and as it is not presenting a problem at the moment he will keep an eye on it and remove in the Autumn.
11. **Highways and Footways.**
There are no new issues at present.
12. SD to contact JN regarding work to telephone boxes.
13. Due to the lack of Cllrs PK to circulate comments.
14. PK & PB had visited Godwin Vale on the 22nd May to set up a meeting with the Site Manager, despite receiving a reminder he has yet to respond. Clerk to find out if the Parish Pump will be delivered to Godwin Vale. Clerk to write to Stamford Bridge School to ask about the catchment area.
15. **ERNLLCA**
- a) PK to forward details about the 'Being a Good Councillor Course'. Clerk to let ERNLLCA know that a few Councillors will be interested.
 - b) PK, AD & SD cannot make the District meeting on the 17th July. Clerk to ask the other Cllrs.

16. Questions from Councillors.

- a) SD reported a complaint from the village Facebook group regarding dog fouling. PK proposed that AD compose an official Parish Council message to put on the Facebook group, SD seconded and all agreed.

17. Administration Matters.

- a) Correspondence received (list attached). There was no interest in the Invitation to the opening of the Wildlife Photographer of the Year Exhibition. The Clerk had received a letter regarding a tree causing problems to a path on Glebe Avenue, this had been passed on to Howard Barker at HMP, Full Sutton to arrange an inspection.
- b) HMP Full Sutton. PK & RM attended a liaison meeting on the 13th June 2018. OK to place a notice on the door asking for it to be left open during Parish Council meetings. RM to speak to Paul Mackintosh regarding the Gym, Clerk to invite him to a meeting and investigate insurance. No news about the new Prison as yet. PC still needs permission from the Prison to put up the new projector along with access and Health & Safety reports. Next meeting to be on the 10th October.
- c) PK proposed that the Community Infrastructure Levy Survey should be completed, AD seconded and all agreed. The Cllrs discussed and completed the questions, Clerk to send it off.
- d) Parish Pump. Clerk to forward the Minutes and advertise the Vacancy again and mention the problem with dog fouling.
- e) Personnel. Timesheet signed. ERNLLCA have informed the PC of an important change in the law due to the recent "Ledbury Judgement". Members of staff who wish to raise a grievance against a member or members of the council by which they are employed can no longer rely on the council's internal grievance procedure. The complaint must now be made under the Code of Conduct to the Monitoring Officer. ERNLLCA will send out further updates in due course.

18. Date and Venue of next meeting.

It was proposed by SD that the next two meetings should be on Tuesday the 7th August and Tuesday the 18th September 2018 at 7.00pm in the Training Unit at HMP Full Sutton. PK seconded and all agreed. The meeting closed at 8.40pm.

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

Signed.....Clerk Date.....

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

ERYC Planning Portal <https://newplanningaccess.eastriding.gov.uk/newplanningaccess/>

Emma Fletcher - Internal audit

Planning Consultation for 18/01463/STVAR: Land North East Of 6 St Edmunds, Stamford Bridge

Re: School buses

Notification of Appeal - 18/00006/ENFORC: Skirpenbeck Grange, Main Street, Skirpenbeck, YO41 1HF

Planning Consultation for 18/01498/PLF: 1 Grange Cottages, Main Street, Skirpenbeck, YO41 1HD

Transport Champions - Service Change Notification - 18/05/2018

Service Change Notification - 18/05/2018

Planning Consultation for 18/01510/STREM: Land North East Of 6 St Edmunds, Stamford Bridge

ERNLLCA newsletter May 2018

Samm Campbell - Re: Town and Parish Council Communication Review Panel - 4 July 2018

Service Change Notification 20180525

Maureen Ward - Request for Salt Bin on Moor Lane, Full Sutton - Enquiry No 920515

Planning Consultation for 18/01625/PLF: Brickyards Farm, Brickyards Lane, Bugthorpe, YO41 1HG

David Woodmansey - Public Spaces Protection Orders Consultation 2019.

Competition for residents of Yorkshire and the Humber region

Stephen Hunt - New Permission In Principle Process

ERNLLCA - Request To Complete Short CIL Survey [Pannal and Burn Bridge Parish Council SCA Proposal] By End Play on 29/6

Clerk Fangfoss/Bolton PC - Fwd: Re: Liaison meetings

ERVAS E-Bulletin 06th June 2018

Dave King - FW: Message on FB - Hogweed and overgrown path

Jon Whyley - Standards Committee Hearings - 22nd June 2018

Service Change Notification 08/06/2018

NALC Annual Conference 2018

ERSAB Newsletter June 2018

Skirpenbeck play area – broken branch

ERNLLCA - FW: Important change in law

Post

Letter – Glebe Avenue, Full Sutton – problem tree.

Invitation – Opening of the Wildlife Photographer of the Year Exhibition