

# **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 Tuesday 7<sup>th</sup> August 2018.

## **OPEN FORUM**

There were 5 members of the public present. A trio of Bugthorpe/Woldgate pupils (the Full Sutton Rhinos) had decided to take on the 'Lifestyle' challenge and had come up with ideas to help the community and environment. They asked if they could spray 'dog waste' signs on the paths around Full Sutton; place bug hotels at Skirpenbeck Play Area and other various locations around Full Sutton; place 'pick up your dog waste' posters they had designed around Full Sutton and also litter pick around the villages. The Cllrs thanked the girls for coming to the meeting and coming up with some great ideas to help the community. This would be discussed later in the meeting and the Clerk would be in touch with them.

The meeting started at 7.15pm

1. **Present:** Chairman Cllr P Kite, Cllrs S Davies, A Aikman and the Clerk. Apologies had been received from Vice Chairman Cllr A Davies and Cllrs 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. 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 18<sup>th</sup> June 2018 were confirmed as a true record. PK proposed, SD seconded and all agreed. The Minutes were duly signed.
4. Ward Councillor Andy Burton would be along later in the meeting.
5. **Clerk Update.**

The Clerk updated the Councillors on the following:

  - a) The wasteland to the right of the path to the Play Area in Skirpenbeck has been leased to a resident of the village, paperwork is expected to be completed in September. The land will then be their responsibility.
  - b) There had been a good turnout at the Wolds Weighton Ward liaison meeting held in July. The next one is planned for October, details to follow.
  - c) No information regarding the catchment area for Stamford Bridge School as yet.
6. **Councillor Vacancy.**

The Clerk had placed notices up on notice boards, in the Parish Pump, on the Website and Facebook. There had been one email enquiry regarding the vacancy so far.
7. **Planning.**
  - a) Full Planning Permission 18/02050/PLF: Change of use from holiday accommodation to a dwelling. Location: Cobble Cottage, Main Street, Skirpenbeck YO41 1HF. Applicant: Ms Helen Sissons. Deadline 26/07/2018. Clerk had commented 'No objections' on the Planning Portal as instructed by Cllrs.
  - b) Notice of Decision 18/01498/PLF: Erection of single storey extension to rear and detached garage following demolition of existing detached garage and chicken shed. Location: 1 Grange Cottages, Main Street, Skirpenbeck, YO41 1HD. Applicant: Mr & Mrs Leonard. Permission granted.

- c) Notice of Decision 18/01437/PLF: 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. Permission granted.
  - d) Notice of Decision 17/04099/PLF: Erection of a two-storey extension. Location: High Grange Farm, Main Street, Skirpenbeck, YO41 1HF. Applicant: Mr Mark Wood. Permission granted.
  - e) To consider an update to the Standing Orders and the formation of a Planning Committee to deal with the new 'Permission in Principle' process. AA proposed that the PC carry on as normal and call an extraordinary meeting if necessary, SD seconded and all agreed.
8. **Finance.** SD proposed the following should be approved, AA seconded and all agreed.
- a) 1&1 Internet Ltd – Parish Website July – Direct Debit - £15.59
  - b) 1&1 Internet Ltd – Parish Website August – Direct Debit - £15.59
  - c) Sure VoIP – Parish Telephone July – Direct Debit - £6.00
  - d) Sure VoIP – Parish Telephone August– Direct Debit - £6.00
  - e) Wages July & August.
  - f) D Smithson – Rent for land containing the Phone box in Full Sutton – Cheque - £1.00
  - g) ERYC – Skirpenbeck Play Area Lease – BACS - £261.00
  - h) Bishop Wilton Parish Pump – Subscription – BACS - £60.00
  - i) Bank Statement examined and signed.
  - j) The accounts and budget to 30th June 2018 were examined, discussed and signed. Proposed by PK, seconded by AA and all agreed.
  - k) The Bank Mandate forms had changed, the Clerk had obtained the new forms, PK proposed SD, AA, JN, PB and the Clerk join himself and AD as signatories and the Clerk/RFO (Proper Officer) is authorised to deal with business on behalf of the PC. SD seconded and all agreed.
9. **Skirpenbeck Play Area.**
- a) PB had carried out the monthly inspection of the Play Area. The holes in the safety surface under some of the equipment had been fixed. Cllrs thanked Richard Westmoreland for his help with the work.
  - b) The damaged tree near the path had been reported to ERYC.
  - c) PK suggested the Cllrs think about a list of projects that could be completed with Section 106 Commuted Sums money, such as Outdoor Gym Equipment or more pieces of play equipment. SD to draw up a list. Item to be on the Agenda for the next meeting.

Ward Cllr Andy Burton (AD) joined the meeting at 8.00pm

10. **Highways and Footways.**

The Cllrs discussed the correspondence about some confusion around the street names in Full Sutton. PK proposed that the PC contact the Street Naming Department at ERYC and suggest that the road from the A166 to the T Junction and left towards Pocklington should be Hatkill Lane and the road to the right towards Stamford Bridge should be Moor Lane. Clerk to also ask if street name signs could be placed to stop any confusion. SD seconded and all agreed. Clerk to inform the correspondent.

AB outlined the options for a bypass at Stamford Bridge and the issues concerning financing the project from the Humber and North Yorkshire Local Enterprise Partnerships (LEPs)

PK informed AB of the problems the PC encounters getting information from Highways. He asked that when the traffic survey is carried out in Stamford Bridge later on this year a review of HGV's going to Full Sutton Industrial Estate is also carried out.

PK informed AB that the PC hadn't given up on having a foot path outside 31-35 Main Street, Stamford Bridge.

11. AA to approach a contact to ask if he will quote to refurbish the telephone boxes.

12. Public Spaces Protection Orders. There were no comments.

13. Godwin Vale update. PK had contacted the Site Manager again with an Agenda for discussion but had received no reply. PK had asked the Clerk to find out Planning Regulations for notice boards, Clerk awaiting response. PK proposed a budget of £1000.00 for a notice board at Godwin Vale, SD seconded and all agreed.

14. The Cllrs discussed Stamford Bridge Parish Council's proposed boundary changes at length and asked AB for his input. PK to attend SBPC's next meeting and other Cllrs were welcome to join him. AB reported that all three Wolds Weighton Ward Cllrs support the retention of the existing boundaries. Large amounts of the Commuted Sums money from the development in Godwin Vale, Skirpenbeck had already been given to the Stamford Bridge Playing Fields Association to enable the purchase of additional playing fields.

15. The Full Sutton Rhinos had spoken in the open forum, PK proposed that the PC should support them and they should go ahead with their ideas. The Clerk had already sourced some litter pickers for them to borrow. The Clerk asked for some photos and an article for the Parish Pump and the Parish Website.

**16. Questions from Councillors.**

a) No questions.

**17. Administration Matters.**

a) Correspondence received (list attached). PK proposed that he complete the flood survey, AA seconded and all agreed.

b) HMP Full Sutton. Next meeting is on the 10<sup>th</sup> October.

c) Parish Pump. Clerk to forward the Minutes and article about the Full Sutton Rhinos.

d) Personnel.

i. To consider an incremental rise in salary for the Clerk due to the completion of the Introduction to Local Council Administration (ILCA). PK proposed, SD seconded and all agreed.

ii. Timesheet signed.

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

The next meeting will be on Tuesday the 18<sup>th</sup> September 2018 at 7.00pm in the Training Unit at HMP Full Sutton. The meeting closed at 9.00pm.

Signed.....Chairman

Date.....

Signed.....Clerk

Date.....

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

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

Service Change Notification 15/06/2018

NALC -  Star Councils Awards

Broadband East Riding - Better Broadband Subsidy Voucher Scheme - Extended

Last Chance To Register! - Plunkett / NALC Northern County Association / Local Council Rural Business Webinar - [Noon - 13:00] - Friday 29 June 2018, Tks.

Spotlight on Older People from RSN

ERNLLCA – Star Council

Next meeting of EYLC network

Samantha O'Connor - Full Sutton Industrial Estate Review


Helen Anderson - June newsletter Pocklington

Helen Anderson - June newsletter Market Weighton

Ashley Wilson - Re: FS Industrial Estate

Rural Conference 2018 -5 days left to book an 'Early Bird Place"

Joanne Larkin - 9W

 NALC Annual Conference 2018

ERVAS E-Bulletin 27th June 2018

 NALC Newsletter

Kathryn Platten - Fw: Adult Safeguarding - Voluntary Community Sector - support

ERNLLCA - Ledbury case

ERVAS Update

ERNLLCA Newsletter June 2018

 Star Councils Awards

ERNLLCA district committee meeting

NALC Star Councils Awards

Remembrance Day Silhouette Grant Scheme: Deadline extended

ERNLLCA Annual General Meeting

 NALC Newsletter

East Yorkshire Local Councils Network

**Planning Consultation for 18/02050/PLF: Cobble Cottage, Main Street, Skirpenbeck, YO41 1HF**

**Notification of Decision on App Ref 18/01498/PLF**

Minutes of last network meeting

Town and Parish Council Liaison Meetings

Western Parishes Liaison Group

Community Led Affordable Housing event at Wilberfoss on 22nd September

ERNLLCA - "Better than a Bus Station: A Transport Interchange for York". Comments invited

 NALC Newsletter

Laura Smith - Re: Fw: Skirpenbeck - Update

ERVAS E-Bulletin 11th July 2018

Helen Anderson - July newsletter – Pocklington

Helen Anderson - July newsletter – Market Weighton

Service Change Notification DD/MM/YYYY

Notification of play area inspection in September for Full Sutton and Skirpenbeck Parish Council

**Notification of application going to Committee 17/04099/PLF**

**Notification of application going to Committee 18/01437/PLF**

**Postal address - Ashfield, Full Sutton**


Laura Smith - Re: Fw: Skirpenbeck – Update

Julie Lidster - Standards Committee Agenda - 31 July 2018

Service Change Notification 23/07/2018

ERNLLCA - Consultation: Bye Laws on Sites of Special Scientific Interest (SSSI's)

ERVAS E-Bulletin 24th July 2018

 NALC Annual Conference 2018

Rebecca Suddaby - On behalf of HFRS

**Notification of Decision on App Ref 17/04099/PLF**

**Notification of Decision on App Ref 18/01437/PLF**

ERNLLCA Newsletter - July


Rebecca Suddaby - RE: On behalf of HFRS

Service Change Notification 27/07/2018

National Association of Local Councils -  NALC Spring Conference 2018

Flood and Coastal Risk Survey

Jon Whyley - Re: Boundary Changes

 NALC Newsletter