

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

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

Tel: 01759 747001 Email: [clerk@fspc.org.uk](mailto:clerk@fspc.org.uk)

Wednesday 11<sup>th</sup> September 2019

Dear Councillor

You are hereby summonsed to attend a meeting of Full Sutton & Skirpenbeck Parish Council to be held in the Training Centre, HMP Full Sutton at 7.00pm on Monday 16<sup>th</sup> September 2019.

Prior to the commencement of the Agenda, an open forum of 15 minutes (7.00pm – 7.15pm) will be held where members of the public and press can ask questions or make statements.

*C Miles-Findlay* Clerk to the Council

### **AGENDA**

1. To receive apologies on behalf of absent members.
2. Code of Conduct
  - a. To receive Declarations of Interest from members of the Council on matters relating to the Agenda; and
  - b. To note the granting of any dispensations to members of the Council on matters relating to the Agenda.
3. To approve the minutes of the meeting of the Council held on the 19<sup>th</sup> August 2019.
4. The Parish Council extends an open invitation to Ward Councillors.
5. Clerk Update.
6. To discuss and decide the co-option of new members.
7. Planning:
  - a. Strategic Outline Planning Permission 18/04105/STOUT: Erection of prison complex with associated perimeter fencing, access, parking, landscaping and infrastructure (access and scale to be considered).
8. Finance. To authorise the payment of the following accounts.
  - a. C M Miles-Findlay – Wages
  - b. HMRC
  - c. Clerk expenses – Direct Payment - £117.53
  - d. 1&1 Internet Ltd – Parish Website – Direct Debit - £15.59
  - e. Sure VoIP – Parish Telephone – Direct Debit - £6.00
  - f. ERNLLCA – Good Councillor Guides – Direct Payment - £31.00
  - g. York Pullman Bus Co Ltd – Coach to Beverley – Direct Payment - £330.00
  - h. Trevor Lee – Skirpenbeck Play Area grass cutting – Direct Payment - £212.00
  - i. To note and sign the Bank Statement.
9. Skirpenbeck Play Area.

To discuss the Clerk's report on play area inspection.
10. Highways and Footways.
11. Events
12. To discuss Training needs
  - a. Councillor Training.
  - b. To discuss and decide contributing to the cost of the Clerk completing the Cilca (Certificate in Local Council Administration) qualification and allowing the Clerk extra hours if required. Learning Agreement to be completed.
13. Questions from Councillors.
14. Administration Matters.
  - a. To note the list of correspondence received (attached).
  - b. To examine and approve the Risk Assessment for 2019/20.
  - c. To review Standing Orders.
  - d. HMP Full Sutton.
  - e. Parish Pump.
  - f. Personnel Matters.
    - i. Timesheet to be signed.
15. To confirm the date of the next PC meeting and receive any items from members for inclusion on the Agenda for that meeting.

Correspondence List for September meeting. Items in **Bold** are on the Agenda.  
ERYC Planning Portal <https://newplanningaccess.eastriding.gov.uk/newplanningaccess/>

 NALC Newsletter

ERVAS E-Bulletin 14th August 2019

Invitation to NHS East Riding of Yorkshire CCG AGM

Leo Hammond Apologies

David Rudd - Apologies

Helen Anderson - August Newsletter Pocklington

Helen Anderson - August Newsletter Market Weighton

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

ERNLLCA AGM

Mia Jones - Town and Parish Council Summer E - Bulletin - Office of the Police and Crime Commissioner

Heather Wilson - Quarterly Newsletter

NALC -  Chief executive's bulletin


Conservative Group - Western Parishes Liaison Meeting agenda - 18th September 2019.

ERNLLCA – Minutes

Stephen Hunt - Re: Planning Officers report

The Rural Bulletin - 20 August 2019

Humberside Fire - Have your say on how we make you safe

NALC -  Chief executive's bulletin

Leo Hammond - Fw: Agenda 19/8/19

Planning – Forward - East Riding Local Plan Review Allocations Document 'Fact Checking' Exercise

Service Change Notification 16/08/2019

**Keiron Blackshaw – Play Area Inspection training**

ERNLLCA - FW:  Chief executive's bulletin

ERNLLCA - FW: Policy Consultation E-Briefing 09/19 - Independent Review Into Local Government Audit

The Rural Bulletin - 28 August 2019

Tracey Tomlinson - Joint Local Access Forum - 11 September 2019

Kay West - Fw: Full Sutton & Skirpenbeck PC - Prison Objection Letter


Peter Hirschfeld - Community Led Housing

NALC -  LCR Autumn 2019 Survey

Mia Jones - Meet the Commissioner event 2019

**ERNLLCA - AUG19 - 79 Full Sutton Play Area**

**Residents - Re: URGENT Fwd: Pre planning presentation - HM Prison Full Sutton**

NALC -  Chief executive's bulletin

**John Howlett - Planning**

The Rural Bulletin - 03 September 2019

**Pocklington Town Council - Meeting notes**

ERNLLCA Newsletter

RSN Rural Funding Digest - September 2019 Edition

Mia Jones - CANCELLED: Meet the Commissioner - 5th September 2019

ERNLLCA - Newsletter - Error - Conference 15th November!

Community Transport Resource Survey - HEY Smile Foundation

**Planning - 18/04105/STOUT**

**Resident – Planning Committee Agenda**

Northern Powergrid – refurbishment works

**BHIB – Play Area Inspections**

NALC -  Chief executive's bulletin

**Pocklington TC - suggested date for a further meeting of the local plan review liaison group**

Adam Fox - 2019 Yorkshire Marathon - Sunday 20th October

ERVAS Training Update 7th September 2019

The Rural Bulletin - 10 September 2019

ERNLLCA - Training place - last minute availability - 12th September Good Councillor Course

Fiona Chapman - Humber & Wolds Newsletter/ membership ERYC2

October/November issue of the Parish Pump

News from Carnegie UK Trust

ERVAS E-Bulletin 11th September 2019

**Numerous Prison application emails.**