

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 (PC) held in the Training Centre, HMP Full Sutton at 7.00pm on Monday 18th November 2019.

OPEN FORUM

There were 2 members of the public present. Wayne Goodwin, Community Speedwatch Co-ordinator, Humberside Police was in attendance to give an overview of the scheme. This involves a team of three volunteers standing at the roadside with a speed gun taking down the details of speeding vehicles (registration, speed, make, model, colour & time), the details are then forwarded to Humberside Police. They will then send warning letters to the offenders. Full training and equipment will be provided, the PC will be able to keep the equipment as long as regular reports are sent in. The PC can select up to six locations where a team can stand. The PC will need at least six volunteers (aged between 18 and 80) to be able to go ahead with the scheme. One member of the public present volunteered. SD thanked Wayne and the residents for attending.

The meeting started at 7.35pm.

- 1. Present:** Vice Chairman S Davies and Cllrs L Chapman (LC), M Edwards (ME), A Findlay (AF), F Roberts (FR) and the Clerk. Apologies were received and accepted from Cllrs D Flynn (DF) and D Roberts (DR). Ward Cllr Leo Hammond would join the meeting later. Chairman S Barnes had communicated his intention to resign, the Clerk will start the Vacancy process when a letter of resignation is received. SD took the Chair.
- 2. Code of Conduct.**
 - a) To receive Declarations of Interest from members of the Council on matters relating to the Agenda. AF declared a non-pecuniary interest in Items 7g and h.
 - 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 October 2019. AF proposed, ME seconded and all agreed. The Minutes were duly signed.
- 4.** Leo Hammond would be joining the meeting later.
- 5. Clerk Update.**

The Clerk updated the Councillors on the following:

 - The footpaths between the post box and training centre are the responsibility of ERYC. Clerk had been in touch with ERYC to report the state of the paths.
 - Clerk had been in touch with ERYC to ask for an update regarding the re-painting of the white lines at the junctions in Full Sutton.

LH joined the meeting.
- 6. Planning.**
 - a) Full Planning Permission 19/03709/PLF: Erection of three aircraft hangers. Location: Land North West of Industrial Estate, The Airfield, Common Lane, Full Sutton, YO41 1HS. Applicant Full Sutton Flying Centre Ltd. Deadline 28th November. SD proposed the Clerk comment 'no objections' on the Planning Portal, FR seconded and all agreed.
 - b) Full Planning Permission 19/03678/PLF: Erection of a timber garden room. Location: Olive Cottage, The Green, Hatkill Lane, Full Sutton, YO41 1HW. Applicant: Charles Leonard Pendle. Deadline 4th December 2019. AF proposed the Clerk comment 'no objections' on the Planning Portal, FR seconded and all agreed.

- c) Reserved matters – Prison complex. Update. Councillors happy with the notes (attached) from the liaison meeting Clerk to circulate to Parish Councils. FR gave an overview of the meeting with Stephen Hunt and Mike Stathers (notes attached).

7. Finance. a - g proposed by SD seconded by ME and all agreed.

- a) C M Miles-Findlay – Wages
- b) 1&1 Internet Ltd – Parish Website – Direct Debit - £15.59
- c) Sure VoIP – Parish Telephone – Direct Debit - £6.00
- d) ICO – Yearly Registration – Direct Debit - £35.00
- e) Trevor Lee – grass cutting Skirpenbeck play area – Direct Payment - £159.00
- f) Walton & Co – Professional services – Direct Payment - £1200.00
- g) Cllr A Findlay – Mileage expenses – Direct Payment - £42.30
- h) To discuss and approve the Budget for 2020/21

To discuss and decide projects for the forthcoming year such as phone box renovation and defibrillators. The budget was discussed at length. Cllrs are interested in renovating the phone boxes, Clerk to ask on facebook if anyone would be interested in it as a project with the PC paying for all materials. Budget to be finalised at December's meeting.

- i) The Bank Statement was examined and signed.

8. Skirpenbeck Play Area.

To discuss and decide the possibility of siting a waste bin. LC had inspected the Play Area, a resident had asked if there was a possibility of having a slide, LC had invited her to the meeting. A resident had provided a wheelie bin which will be put out to be emptied. The PC passed on their thanks to the resident.

9. Highways and Footways.

- a) To discuss and decide participating in the Community Speedwatch initiative. Clerk to email Wayne Goodwin and ask him to book a training session and ask on facebook and in the Parish Pump for volunteers.
- b) To agree the snow clearance action plan and risk assessment. LH to confirm if ERYC grit up to the Prison junction. ME proposed that the plan and risk assessment be adopted with minor alterations. FR seconded and all agreed. Cllrs or Clerk can trigger snow clearance/gritting.

10. Events

It was agreed that the Christmas party will be held on Saturday the 14th December 3.00pm to 4.30pm. Raffle to be organised. LC to organise presents, SD and the Clerk to organise refreshments. Leaflets to be printed and distributed in early December.

11. Questions from Councillors.

There were no questions.

12. Administration Matters.

- a) Correspondence received (attached). Noted
- b) To discuss and approve new wording for the length of meetings for the Standing Orders. FR proposed the new wording limiting meetings to 2 hours with an extra 15 minutes if necessary. AF seconded and all agreed.
- c) HMP Full Sutton.
To discuss complaints received regarding the lighting at HMP Full Sutton and decide a way forward. There had been numerous complaints about the brightness of the lights at the Prison. Clerk to draft an email to the Governor and circulate to Councillors. Clerk to write to MP when elected and contact Wildlife organisations. LH to chase up public protection.
- d) Parish Pump. Christmas party, Community speedwatch, lighting at prison, phone boxes.
- e) Personnel Matters.
 - i. Timesheet signed.
 - ii. To discuss and decide three members to form a Personnel Committee. The Clerk gave an overview of what it entailed. SD proposed FR, ME and LC. AF seconded and all agreed.

13. Date and Venue of next meeting.

The next meeting will be on Monday the 16th December at 7.00pm in the Training Unit at HMP Full Sutton. The meeting closed at 9.09pm.

Signed.....Chairman

Date.....

Signed.....Clerk

Date.....

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

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

Steve Shaw - Council motion request re national community energy campaign
ERVAS E-Bulletin 16th October 2019

X2 Connect - Red Telephone Box

ERNLLCA - Being a Good Cllr Part 3 - 22nd October at Wilberfoss

Brian Robertson - Meeting of EYLC Network 23rd October

NALC -  Chief executive's bulletin

Darron D Lawer - Positive Activity Grant 2019/20- work with young people

The Rural Bulletin - 22 October 2019

Janet Smith - Dementia Friendly Communities

NCSC Cyber Security Training for Small Charities

Wayne Goodwin - RE: Full Sutton Community Speedwatch

Helen Anderson – Newsletter Pocklington

Helen Anderson – Newsletter Market Weighton

NALC -  Chief executive's bulletin

Jane Evison - cabinet newsletter

Grahame Hicks - Draft Wilberfoss Plan

David Woodmansey - ASB Six Month Statistics -Full Sutton & Skirpenbeck

The Rural Bulletin - 29 October 2019

David Rudd - RESERVED MATTERS FOR APPLICATION 18/04105/STOUT- ERECTION OF CATEGORY C PRISON AT FULL SUTTON.

Chris Kealey - Full Sutton East Riding of Yorkshire - proposal to build new prison

Joint Local Access Forum Annual Report 2019 - for the information of all Parish and Town Councils in the East Riding

ERVAS E-Bulletin 31st October 2019

NALC -  CHIEF EXECUTIVE'S BULLETIN

The Rural Bulletin - 05 November 2019

ERNLLCA - Purdah

Rosie - what3words <> Full Sutton

 NALC NEWSLETTER

RSN Rural Funding Digest - November 2019 Edition

NALC - NALC and LGA launch new guide to tackle loneliness

Ashley Wilson - Re: Gareth Sands HMP Full Sutton

ERNLLCA – Scam Warning

Planning Consultation for 19/03709/PLF: Land North West Of Industrial Estate, The Airfield, Common Lane, Full Sutton, YO41 1HS

Residents, Wilberfoss - Fwd: Full Sutton Prison light pollution

NALC -  CHIEF EXECUTIVE'S BULLETIN

East Riding of Yorkshire Future Communities Initiative - link to Survey

The Rural Bulletin - Election Special

Paul West - Lights at the prison.

Planning Consultation for 19/03678/PLF: Olive Cottage, The Green, Hatkill Lane, Full Sutton, YO41 1HW

Howard Barker - Paths

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The notes of the liaison meeting arranged by Full Sutton & Skirpenbeck Parish Council held in the Training Centre, HMP Full Sutton at 7.00pm on Monday 28th October 2019.

14. Attending: Chairman Simon Barnes (SB) and Cllrs Linda Chapman (LC), Sarah Davies (SD), Matthew Edwards (ME), Adam Findlay (AF), Declan Flynn (DF), Fiona Roberts (FR) and the Clerk.

Parish Council representatives: David Lord, Bugthorpe & Kirby Underdale; Clare Horsley, Buttercrambe & Bossall; Chris Kealey & Rich Clarke, Stamford Bridge; Brenda Holmes & Pamela Broughton, Fangfoss with Bolton.

Town Council representatives: Dean Hodgson & Steve McCann, Pocklington; Peter Hemmerman, Market Weighton.

Ward Councillors: David Sykes, Paul West & Kay West, Pocklington Provincial; David Rudd & Mike Stathers, Wolds Weighton.

As SB was running late, SD took the Chair for the meeting and asked everyone to introduce themselves. SD gave an overview of the situation as it currently stands and asked for the first topic for discussion.

15. Items discussed.

- c) **Drainage** issues in Stamford Bridge are a major concern, this had been highlighted in recent days by the heavy rain received in the area. The MOJ does not have a clear plan as to how drainage will be dealt with at the new prison. ERYC must ensure that significant investment is put into this and that the MOJ cannot be allowed to just tap into the current system. The only two viable options seem to be a treatment plant on site or significant upgrading of the current system.
- d) Will there be any **Section 106** or similar payments made to the local community to mitigate the impact of the new prison. Mike Stathers to investigate.
- e) **Traffic** issues are also a major concern, Stamford Bridge Parish Council (SBPC) are awaiting the results of a traffic study from ERYC. ERYC are currently bidding for funding for a roundabout and road infrastructure upgrade for Wilberfoss. If ERYC/MOJ would consider a link road from the A1079 to feed both Prisons and the Industrial Estate this would solve the vast majority of the traffic problems. When the traffic is backed up at Stamford Bridge vehicles tend to detour around Buttercrambe, the roads and bridge are not equipped for this. SBPC are not in favour of either a bypass or another bridge.

It was mentioned that the railway line from York to Beverley could be re-opened but DF stated that this would not work for prison staff and visitors will not travel by public transport.

The consensus was that a new realistic traffic assessment needs to be done taking into account normal conditions, peak times, holiday traffic, winter conditions (Garrowby Hill closed during snow) etc. The MOJ also need to prove how 40% of journey's will be made by public transport, when this is seen as impractical more parking spaces will need to be provided.

Traffic calming measures must be implemented in Full Sutton.

- f) **Policing & Emergency Services** Could there be a Police presence based at the prison? At the very least there needs to be a fully manned Police Station in Stamford Bridge or Pocklington. There will

also be increased pressure on the fire and ambulance services. Meetings to be held with the Humberside Police & Crime Commissioner and the local MP. Buttercrambe PC were asked to write to North Yorkshire PCC.

- g) **Landscaping/Lighting** Colour and levels of buildings to be discussed and confirmed, excavated earth could be used to around the perimeter and evergreen trees would be preferred. Lighting should not have a detrimental impact on the surrounding area residents or wildlife. The lighting at the current prison has been recently changed and is much brighter, this is already having a negative impact on wildlife. Mike Stathers to investigate if anything can be done about this.
- h) It was confirmed that prisoners released at the gate will be transported to the nearest service centre, Stamford Bridge or Pocklington, to catch a bus. They will then be picked back up at that service centre, the main reason for this is so that prisoners near their release date can work and gain skills. The vast majority comply with conditions as sanctions are severe. There is a duty of care at final release, if the released prisoner has no home then transport is arranged to a bail hostel.
- i) ERYC must ensure that roads will be repaired after construction finishes.

Summary

Meeting at County Hall Beverley 15/11/2019 between ERYC Planning Department and the FSSPC Prison Liaison Group (PLG)

Attending:

Fiona Roberts (PLG)
David Roberts (PLG)
Declan Flynn (PLG)
Matthew Edwards (PLG)
Stephen Hunt
(Head of Planning and Development Management ERYC)
James Chatfield
(Strategic Development Management Team Leader)
Mike Stathers (ERYC Councillor for Wolds Weighton)

The proposed prison at Full Sutton received outline planning permission (18/04105/STOUT) from East Yorkshire Planning Committee on 13th September 2019.

It was felt likely that reserved matters for the prison application would, in all probability, be submitted by the MOJ within the next 6 months. Mr Chatfield felt that more clarity about the timetable may become available when he contacts the MOJ.

It was anticipated that there would be important communications between the ERYC Planning Department and the MOJ and its agents prior to the submission of reserved matters. The PLG expressed their strong desire to become involved as early and as much as possible in these discussions.

There was concern that the MOJ would resist any significant changes to its reserved matters application once it had been submitted to ERYC (e.g. sewage treatment solution, building type and orientation) so it was considered essential that community views were made clear as early as possible. Although the MOJ would probably hold consultation meetings with local communities prior to the submission of the reserved matters application, the PLG felt it would be beneficial for its members to be involved in the process well before this point. Local issues could potentially be resolved in a more satisfactory way with early community involvement.

The 28th of October meeting to discuss the community implications of the new prison was considered. This meeting included representatives from the Parish Councils of Full Sutton & Skirpenbeck, Bugthorpe & Kirby Underdale, Buttercrambe & Bossall, Stamford Bridge and Fangfoss & Bolton, the Town Councils of Pocklington and Market Weighton and ward councillors from Pocklington Provincial and Wolds Weighton. Cllr. Stathers raised a number of points from this meeting for further discussion.

The following issues were discussed:

1. Sewage.

There is currently no clear plan as to how additional sewage from the proposed prison is to be processed. This will form part of the reserved matters application. Yorkshire water have stated that the current system is at capacity.

Raw sewage is deposited on the streets in Stamford Bridge during periods of heavy rain, which regularly overwhelm the current system of disposal. Potential solutions that have been suggested by the MOJ's agents have included an upgrade to the current system or on an on-site facility. All those present felt that tankering sewage away was not a viable solution. This will be highlighted as a matter of major concern in future discussions between ERYC and the MOJ and its agents. Mr Hunt recorded that the preferred solution

was an on-site treatment facility.

2. Traffic issues and parking

It was felt that the major problems with traffic through Stamford Bridge and the surrounding villages would go beyond the remit of what could be dealt with under reserved matters for the proposed prison. However, it was acknowledged that the proposed new prison could only exacerbate the current problems. Access for emergency vehicles was also considered. Mr Hunt felt that it would not be possible to persuade the MOJ to contribute financially towards any upgrade to the current road network. It was acknowledged that a solution was required for the Stamford Bridge bottleneck. This would form part of the local plan due in 2020.

Parking spaces for the proposed new prison will be finalised as reserved matters. However, there was concern that the current proposal of 388 places would prove grossly inadequate. There would be about 533 staff on site at any one time during the day, without considering visitors. There was no potential for street parking in Full Sutton itself.

3. Landscaping and lighting.

These were areas that would also be dealt with in reserved matters. It was felt that the PLG should be involved in these discussions at an early stage. Matthew Edwards commented on the excess soil that was used as a successful bunding shield for the current high security Category A prison and asked whether a similar approach could be taken to shield the view of the new prison from the West as the lack of existing trees and other structures makes this view particularly exposed. ERYC has specialist expertise in landscaping and tree shielding and would be liaising with the MOJ and its agents as to the best solutions. The PLG should also become involved in these discussions.

Decisions as to colour schemes might help with ameliorating some of the visual impact of the prison against the Wolds were discussed.

4. Energy concerns.

Oil fuel would not be an option for the proposed prison because of Government policy. Alternatives might include gas, or biomass. These are matters for reserved matters but could have significant impact on the community.

Future plans

It was agreed that the Planning Department would contact the MOJ and its agents with our concerns and emphasise that we wish to work in a collaborate way as a community to try to minimise the negative impact that the proposed prison would have on quality of life of the residents. The PLG expressed a wish to be involved at an early stage in considerations relating to the reserved matters application.

Once more is known about the MOJ's plans, another meeting of the neighbouring parish councils, town councillors and ward councillors would be of value. PLG will continue to communicate with ERYC Planning Department.

Fiona Roberts agreed to act as the Prison Liaison Group point-of-contact.