

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

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The Minutes of the Meeting of Full Sutton & Skirpenbeck Parish Council (PC) held via Webex at 7.00pm on Monday 16<sup>th</sup> November 2020. Three members of the public had requested a link to the meeting.

### **OPEN FORUM**

There were three members of the public present. They were in attendance to voice concerns about planning application 20/03272/PLF – The Old Byre. Concerns raised were:

- The proposed extension is out of character with the rest of the development, the neighbouring properties are single storey.
- The amenity would be compromised for the residents in nearby properties, the window in the proposed extension would overlook residents living and sleeping areas causing lack of privacy. The extension would also block out daylight.
- Concerns that Emergency vehicles would be unable to access properties easily.
- Parking for residents would be compromised.
- A previous planning applicant was informed that they would only be able to have a single storey extension.

The meeting started at 7.20pm.

1. **Present:** Chairman S Davies (SD) and Cllrs L Chapman (LC), M Edwards (ME), R Feist (RF), A Findlay (AF), D Roberts (DR), F Roberts (FR) and the Clerk. Apologies were received and accepted from Cllr D Flynn (DF). Ward Cllrs Leo Hammond and Mike Stathers had sent their apologies.
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 19<sup>th</sup> October 2020 were agreed as a true record. SD proposed, RF seconded and all agreed. The Minutes were duly signed.
4. Ward Councillors Leo Hammond (LH) and Mike Stathers (MS) had sent their apologies. LH had emailed an update regarding the following issues:
  - Two sections of the A166 that have sunk have been inspected and will be repaired as soon as possible.
  - A speed survey will be conducted on Hatkill Lane as soon as traffic flows are back to normal after the current lockdown. This will determine if the speed limit can be changed as requested by the Parish Council.
  - No news on the prison other than the planning application to excavate a ditch on the land. LH requested Cllrs views on this.
  - The next stage of the Community Governance Review of parish boundaries is delayed until January.
5. **Clerk's Report.** The Clerk updated Councillors on the following:
  - a) Both the Gladman and Gleeson appeals for new housing estates in Skirpenbeck and Stamford Bridge have been withdrawn.
6. **Planning.**
  - a) Planning application 20/03272/PLF – The Old Byre, Main Street, Skirpenbeck. There was a long discussion after which RF proposed the Clerk draft a response taking residents objections into account and forward to Cllrs for approval before submitting to the Planning Portal. FR seconded and all agreed.
  - b) Works to Protected Trees 20/03592/TPO: Crown reduce 1 no. Beech tree. Location: The Old School, Main Street, Skirpenbeck, YO41 1HF. Applicant: Mr Russell Slater. Deadline 23rd November 2020. Clerk to submit 'no observations' on the Planning Portal.

- c) Notification of application going to Public Inquiry 20/00068/NONDET: Outline – erection of residential development. Location: Land North West of The Lodge, Burtonfields Hall, Roman Road, Stamford Bridge, YO41 1SA. Appellant: Gladman Developments. Appeal has been withdrawn.
- d) Strategic - Full Planning Permission 20/03340/STPLF: Excavation of ditch course. Location: Land to the west of HM Prison Full Sutton, Moor Lane, Full Sutton, YO41 1PS. Applicant: Ministry of Justice. Deadline 1st December 2020. After a long discussion FR proposed she draft a response and circulate to Cllrs, SD seconded and all agreed. Clerk to submit the agreed final draft to the Planning Portal.

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

- a) Wages November
- b) 1&1 Internet Ltd November – Parish Website - £11.04
- c) Sure VoIP November – Parish Telephone - £6.00
- d) ERNLLCA – Finance courses - £48.00
- e) ERNLLCA – Finance courses - £24.00
- f) ICO – Data Protection renewal fee – £35.00
- g) Trevor Lee – Grass cutting, Skirpenbeck play area - £318.00
- h) To discuss and decide giving a grant of £250.00 to Bugthorpe Primary School PTA for use in the early years. After some discussion RF proposed that a grant of £250 should be awarded, FR seconded and all agreed.
- i) To discuss and approve the quote for gritting and snow clearance for 2020/21. AF proposed that the quote be accepted, LC seconded and all agreed. Godwin Vale to be included in the contract.
- j) To discuss the Budget for 2020/21. The budget was discussed in depth and will be finalised and approved at the next meeting.
- k) To note and sign the latest Bank Statements. Noted and signed.

**8. Policies and regulations.**

- a) To review and agree Standing Orders. There were no changes, FR proposed they be agreed and reviewed again next year, SD seconded and all agreed.

**9. To discuss matters regarding Skirpenbeck Play Area.**

RF had completed the weekly inspections. ME to liaise with RF regarding repurposing one of the posts on the trim trail. RF had cleaned the signs and reported that the seating needs cleaning and preserving. Clerk to report the gate to ERYC again and source quotes for signage.

**10. To discuss matters regarding Highways and Footways.**

Speedwatch has been suspended for the time being due to the lockdown. Clerk to email LH to pass on Cllrs request that ERYC produce a plan for improving the roads to mitigate the problems all the extra traffic to the prison will bring.

**11. Questions from Councillors.**

LC asked if speed limit repeater signs could be requested, Clerk to contact ERYC. Planters were mentioned, AF to circulate some drawings.

**12. Administration Matters.**

- a) Correspondence received (attached). Noted.
- b) HMP Full Sutton. Still waiting to hear from the prison regarding the reinstatement of the bollards on the paths to Glebe Avenue. SD to forward the Governors email address to the Clerk.
- c) Personnel Matters. Timesheets signed. The Clerk reported that she hoped to complete the CiLCA by the end of November, four units had already been passed.





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




The next meeting is planned for Monday 14<sup>th</sup> December 2020 at 7.00pm. This will be confirmed nearer the time along with the venue. The meeting closed at 8.49pm.

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

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

## Correspondence List October/November 2020

Date Received	Sender	Subject	Agenda/ Actioned
15.10.2020	Planning, ERYC	Planning Consultation for 20/03272/PLF: The Old Byre, Main Street, Skirpenbeck, YO41 1HF	Agenda
15.10.2020	Mathew Buckley, Head of Legal and Democratic Services	Remembrance Sunday	
16.10.2020	ERVAS	Fortnightly Update from ERVAS - 16.10.2020	
16.10.2020	ERNLLCA	Finance Training	Actioned
16.10.2020	ERNLLCA	Newsletter - October	
16.10.2020	Simon Riley, Housing Strategy Officer, ERYC	Estimate of Rough Sleepers: in the East Riding of Yorkshire: 2020	Pending
16.10.2020	NALC	 CHIEF EXECUTIVE'S BULLETIN	
19.10.2020	Mathew Buckley, Head of Legal and Democratic Services	Remembrance Day - Guidance	
20.10.2020	Rural Services Network	The Rural Bulletin - 20 October 2020	
21.10.2020	Julie Lidster, Senior Committee Manager	New Parish Council Representatives Sought for the Standards Committee	
22.10.2020	Quote	Snow clearing	Pending
22.10.2020	Darron Lawer, Community & Partnership Officer	Positive Activity Grant 2021	
22.10.2020	SWIRL Project	SWIRL Project information	
23.10.2020	NALC	 CHIEF EXECUTIVE'S BULLETIN	
23.10.2020	Nicola Crichton, Personal Assistant to Mathew Buckley, Head of Legal and Democratic Services	Code of Conduct Training via Zoom - 9 December 2020 - 7.00pm	Actioned
23.10.2020	ERNLLCA	ANNUAL GENERAL MEETING - ERNLLCA	Actioned
24.10.2020	Ward Cllr Leo Hammond	Gladman	Agenda
27.10.2020	Helen Anderson, Front Counter Officer, Pocklington Police Station	October Newsletter – Pocklington & Market Weighton	
28.10.2020	Rural Services Network	The Rural Bulletin - 28 October 2020	
29.10.2020	Helping Hand Environmental	Working Together to Take Action on Litter	
29.10.2020	Emergency Planning	URGENT - Local Alert Level 2 Announcement	
29.10.2020	Mathew Buckley, Head of Legal and Democratic Services	Move to Tier 2	
30.10.2020	ERVAS	Fortnightly Update from ERVAS - 30.10.2020	
30.10.2020	Ward Cllr Leo Hammond	Boundary Review	Report
30.10.2020	NALC	 CHIEF EXECUTIVE'S BULLETIN	
30.10.2020	Simon Clark, Electoral Services Manager, ERYC	Stamford Bridge Community Governance Review - Update	Report
31.10.2020	Alan Bravey	Community Response Hub - An Update & Our Plan for the Next Period	
02.11.2020	Julie Lidster, Senior Committee Manager, ERYC	For info - Standards Committee Agenda - 10 November 2020	
02.11.2020	NALC	 CORONAVIRUS UPDATE	
02.11.2020	Planning ERYC	Notification of appeal for 19/04118/STOUTE: Land North West of The Lodge, Burtonfields Hall, Roman Road, Stamford Bridge, YO41 1SA	Agenda

02.11.2020	Planning, ERYC	Planning Consultation for 20/03592/TPO: The Old School, Main Street, Skirpenbeck, YO41 1HF	Agenda
02.11.2020	Julie Cook, HWRCC	AGM INVITE REMINDER	
03.11.2020	Rural Services Network	The Rural Bulletin - 3 November 2020	
03.11.2020	David Pearson, Chair, Bugthorpe CofE Primary School PTA.	Support for Bugthorpe School	Agenda
04.11.2020	Rural Services Network	RSN Rural Funding Digest - November 2020 Edition	
04.11.2020	NALC	 NALC ANNOUNCEMENT	
04.11.2020	Mathew Buckley, Head of Legal and Democratic Services	New National Restrictions.	
05.11.2020	Alan Bravey	COVID19 update - Msg from Councillor Burton	
05.11.2020	Forward Planning, ERYC	Consultation on the Alamein Barracks Draft Masterplan closing Friday, 8 January 2021	
05.11.2020	NALC	 CORONAVIRUS UPDATE	
06.11.2020	Mathew Buckley, Head of Legal and Democratic Services	Remembrance Sunday / Armistice Day / Playgrounds	
06.11.2020	NALC	 CHIEF EXECUTIVE'S BULLETIN	
09.11.2020	Helping Hand Environmental	Safer Litter Collection - Latest Government Guidance	
09.11.2020	Lea Anne Wright, Commuted Sums Manager	Re: Site meeting	Pending
10.11.2020	Rural Services Network	The Rural Bulletin - 10 November 2020	
10.11.2020	Planning, ERYC	Planning Consultation for 20/03340/STPLF: Land to The West of HM Prison Full Sutton, Moor Lane, Full Sutton, YO41 1PS	Agenda

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