

**Skipwith Parish Council Meeting Minutes on Monday 2<sup>nd</sup> November 2020 at 7.30pm**

**Present:** Councillors Jonathon Morgan (JM) (Chairman), Mike Ward (MW) Vice-Chairman, Claire Colthirst (CC), Kate Baxter (KB), Sharon Worrall (SW), Trevor Britain (TB)

Parish Clerk: Isobel Greatrex (IG)

**Guests:** County Councillor, Richard Musgrave (RM), District Councillor, Neil Reader (NR)

**714. Apologies:** None

**715. Declarations of interest not already declared under the council's Code of Conduct or members Register of Disclosable Pecuniary Interests:** Councillor Mike Ward, Allotments Officer and allotment holder regarding item 718.7.

Item No.	Discussion	Action by	Due Date
716	<b>Public session</b> A member of the public was present and was interested to hear about the progress being made regarding Highway Safety.		
717	<b>Minutes of 7<sup>th</sup> September 2020 meeting</b> were approved by all members of the PC as a true and accurate record. MW proposed and TB seconded. <b>Minutes of 7<sup>th</sup> October 2020 extraordinary meeting</b> were approved by all members of the PC as a true and accurate record. CC proposed and MW seconded.		
718 718.1	<b>Information on the following ongoing issues and to decide further action where necessary:</b> <b>Highway Safety</b> <u>Chicanes</u> SW updated the PC regarding the progress with the chicanes. All the white reflective paint on the chicanes had been permanently removed as the paint had kept flaking so the number of cats' eyes had been increased instead. The damage on one of the chicanes had been repaired. One of the arrow signs on a roundel to warn motorists there are chicanes ahead keeps falling off and Highways are waiting to hear from the manufacturer as to how to resolve this. SW will follow up. <u>Speed Data</u> The speed rods were due to be installed on 2 <sup>nd</sup> November but Highways had failed to do so. SW was going to follow this up <u>Police Speed Enforcement</u> IG updated the PC regarding police speed enforcement. The police had visited the village on a Sunday and had made 5 enforcements. However, the PC hoped that the police would continue this work, especially at rush hour times. IG would email RM to ask if there will be some follow ups.	SW  SW  IG	Asap  Asap  Asap

718.2	<p><b>Christmas on the Village Green</b>  MW informed the PC that, due to the pandemic, the village hall committee had decided not to go ahead with an event this year.</p> <p>CC provided an update regarding the progress which had been made regarding the Christmas lights. The preferred supplier would be installing all the electrics and putting up the lights later this week. It was agreed there would be no formal switch on.</p>	CC	1 <sup>st</sup> December
718.3	<p><b>Pond Management</b>  KB informed the PC that, due to the recent large amount of rain, both Hagrapat and Ian Dixon were concerned about the potential damage to the Green caused by their machinery if the works went ahead at this time and that the laying down of mats would not mitigate the risk. Both individuals had suggested carrying out the work in Summer but this would have an impact on the wildlife in the pond.  There was a robust discussion about the options available to the PC and after much deliberation it was decided to ask Hagrapat to carry out the work on the two roadway sides of the pond in January, bearing in mind the recommendations of the recent Ecological report.  KB proposed and TB seconded.</p> <p>KB would contact Hagrapat to put this request in place and to negotiate a reduced price as not all the original work would be able to now be conducted. Once a date had been confirmed she would inform Highways.</p>	KB	Asap
718.4	<p><b>Path opposite Pond and Hedge Maintenance</b>  The hedge has now been cut so this is no longer an issue. However, the path does need clearing but as a volunteer group cannot be got together due to the lockdown situation this will not be able to go ahead at the moment.</p>		
718.5	<p><b>Accessibility Regulations 2018</b>  Since the last meeting the PC had now had the opportunity to review the website statement and process checklist provided. IG confirmed the website was partly compliant and listed on the website, in more technical detail, were the non-compliant areas. A discussion ensued as to the potential costs to upgrade the website in order to comply with the regulations.  It was agreed that IG should contact the website provider to get some ballpark figures for the software to be upgraded in order for some decisions to be made.  NR volunteered to find out more from other parish councils as to the actions they were taking.</p>	IG NR	By 4 <sup>th</sup> January By 4 <sup>th</sup> January
718.6	<p><b>Water Sewage Pumping Station</b>  IG had followed up her previous email to Dr Howard Ferguson, Senior Parliamentary Assistant to Nigel Adams, MP which raised the PC's concerns about the ongoing effectiveness of the water sewage pumping station. Yorkshire Water has now informed him that they believed "there had been a few issues over the past 6 months or so and they were currently in the process of carrying out some work on site to allow for more standard repairs if the site fails."  RM recommended the PC should continue to liaise with Howard Ferguson to keep it on his agenda.</p>	IG	By 4 <sup>th</sup> January

718.7	<p><b>Allotment Fees Review</b></p> <p>Following the Parish Councillors' individual submissions regarding their respective suggested fees, a discussion took place regarding raising the allotment fees from the current rate of £15 per year.</p> <p>As the fees had not been increased for some time, it was agreed to increase the fee to £40 per annum, with effect from 1<sup>st</sup> January 2021, with a yearly review.</p> <p>JM proposed and CC seconded.</p> <p>IG to draft a letter to each individual allotment holder to inform them of the increase.</p>	IG	By 30 <sup>th</sup> November
718.8	<p><b>Street Lights</b></p> <p>L.A.W. Electrical has now been able to provide the technical details for the new LED street lights which IG has now provided to the Unmetered Supplies Operator, with the request for them to facilitate an electricity bill refund.</p>		
719 719.1  719.2	<p><b>Planning</b></p> <p><u>Red House Farm variation to original planning application</u></p> <p>JM and IG confirmed that a letter had been written to Selby Planning department noting that, whilst the changes were mainly cosmetic, the summary in the application did not include the more important change denoting the re-positioning of Plot 8 nearer to an existing adjacent house. The Planning Officer dealing with this had responded by saying that, whilst helpful, it is not a requirement for the applicant to list all of the amendments in a summary. However, if anything is missing such as that identified by the PC they would be identified by herself in the assessment of the application and assessed accordingly.</p> <p><u>Planning Non Compliance</u></p> <p>The PC had not received any further updates from Selby Planning department about the potential land ownership breaches of the paddock behind the Orchard Home development (Mulberry Grove) and Prospect House, even though IG had requested an update on 15<sup>th</sup> October. RM explained that the Planning department will not necessarily provide a running commentary on the status of the case.</p> <p>JM volunteered to draft a further note to the Planning Officer and to check the time limit on expected response. RM suggested he could be copied in on this note.</p> <p><u>Retrospective Licence</u></p> <p>IG confirmed she had sent the completed retrospective licence request to Highways and it had been approved.</p>	JM	Asap
720 720.1	<p><b>Matters Requested by Councillors:</b></p> <p><u>Farm Traffic and Muddy Roads (JM)</u></p> <p>JM explained his concern about the speed of tractors and the muddy state of the roads in the village, following a number of residents also raising their concerns. TB explained that the local farmers hired contractors throughout the harvest season and he believed it was the contractors who were causing these problems rather than local farmers who were respectful of the community in which they farmed.</p>		

<p><b>720.2</b></p>	<p>It was agreed that IG should draft a note, with photos, to Escrick Estate asking for their assistance in this regard to make these contractors aware of the issues they were causing, especially regarding their irresponsible driving which had also caused a lot of damage to the village verges.</p> <p><u>Scarrow Green and Green opposite Village Green (TB)</u></p> <p>TB proposed that the PC should look at ridding themselves of the responsibility of maintaining Scarrow Green and applying to Escrick Estate for ownership of the green opposite Town End Pond in exchange.</p> <p>After a lengthy discussion the PC decided to maintain the status quo and continue their ownership of Scarrow Green, especially as they had recently committed to improve and maintain its appearance and that it believed it had now become an asset to the village.</p>	<p>IG</p>	<p>Asap</p>
<p><b>721</b></p>	<p><b>Monthly Police Report</b></p> <p>The following report for August had been received and circulated to the PC:</p> <p>There had been 3 incidents in Skipwith. Firstly, a suspicious vehicle on Common Road late in the evening, where officers did attend but were unable to locate the vehicle. Secondly, a suspicious male was seen trying door handles in a car park on Skipwith Common and thirdly, a fight occurred on Skipwith Common between a group of youths, which the police are still investigating.</p> <p>The only incident in the September report was that of a road traffic accident on Bonby Lane, with no other car involved.</p> <p>It is important to report any suspicious incidents at the time of occurring on either 101 or Crime Stoppers on 0800 555 111.</p> <p>The PC has been notified that Skipwith's Community Policeman has been temporarily drafted to York and it has not been informed of any replacement.</p>		
<p><b>722</b> <b>722.1</b> <b>722.1.1</b> <b>722.1.2</b> <b>708.1.3</b> <b>Not on the agenda</b></p>	<p><b>Financial Matters</b></p> <p><u>The following accounts for payment were approved:</u></p> <p>York Landscapes for grass cutting September - £288.00.</p> <p>Isobel Greatrex for reimbursement of Christmas lights payment - £920.42</p> <p>360 Internet Solutions - £182.40 for website hosting and domain renewal</p> <p>Lewis Tree Surgery - £72.00 for tree stump treatment (late invoice submission)</p> <p>TB proposed and JM seconded all of the above payments.</p> <p>JM informed the PC that he had not cashed the £12 cheque for HM Land Registry application as discussions were ongoing with them and he had already made 2 fresh applications 3 weeks ago, so he would request reimbursement in full at the end of the process.</p>		
<p><b>722.2</b></p>	<p>Budget Preparation for 2021/2022</p> <p>The prepared draft budget was thoroughly discussed. It was agreed that IG would finalise and circulate before the next meeting in order for a final discussion to be held as to whether or not a precept should be raised. IG would also research precept details.</p>	<p>IG</p>	<p>By 4<sup>th</sup> January</p>

<p><b>723</b> <b>723.1</b></p>	<p><b>Correspondence</b> Skipwith Common issues from Tango Fawcett, Farm Conservation Adviser IG informed the PC that Tango had contacted her to ask for assistance in bringing to the attention of residents that dogs which have been let off leads on the Common have been chasing sheep and cattle, which has led to the cattle becoming very unsettled and aggressive, which, of course, is a danger to everyone. The PC was happy to assist but also asked IG to respond to Tango by saying it believed that most of these issues were caused by visitors to the Common, rather than locals and suggested she organised some more prominent signs on the Common relating to these problems and to involve the police.</p>	<p>IG</p>	<p>Asap</p>
<p><b>723.2</b></p>	<p>Remembrance Sunday participation from Mary Ellwood, St Helen's churchwarden. Since the time of this request the PC had received information that Remembrance Sunday services were to be cancelled due to the pandemic lockdown.</p>		
<p><b>724</b></p>	<p><b>PC Meeting Dates and Times for 2021</b> The PC agreed to the following proposed dates:</p> <ul style="list-style-type: none"> <li>• 4<sup>th</sup> January</li> <li>• 1<sup>st</sup> March</li> <li>• 10<sup>th</sup> May</li> <li>• 5<sup>th</sup> July</li> <li>• 6<sup>th</sup> September</li> <li>• 1<sup>st</sup> November</li> </ul> <p>The start time would continue to be at 7.30pm.</p>		
<p><b>725</b></p>	<p><b>Matters for Inclusion on the Agenda for the Next Meeting</b></p> <ul style="list-style-type: none"> <li>• Highway Safety</li> <li>• Pond Management</li> <li>• Asset Register</li> <li>• Accessibility Regulations</li> <li>• Non-Compliant Planning Update</li> <li>• Precept Requirement 2021/22</li> <li>• Fire Safety (if meeting held in the village hall)</li> </ul>		
<p>Meeting closed at 10.35pm. Next Meeting 4<sup>th</sup> January at 7.30pm.</p>			