

**Skipwith Parish Council Meeting Minutes on Monday, 3<sup>rd</sup> July 2023 at 8.00pm**

**Present:** Councillors Mike Ward (MW) Chairman, Jeremy Gerken (JG), Karen Thompson (KT), Jonathan Radway (JR), Andy Bushell (AB)

Parish Clerk: Isobel Greatrex (IG)

<b>Item No.</b>	<b>Discussion</b>	<b>Action by</b>	<b>Due Date</b>
<b>029</b>	<b>To receive apologies and approve reasons for absence</b> Apologies were received from Councillors Sharon Worrall and Kate Baxter and approved.		
<b>030</b>	<b>Declarations of interest not already declared under the council's Code of Conduct or members Register of Disclosable Pecuniary Interests</b> None		
<b>031</b>	<b>Public Session</b> Three members of the public were present. Cheryl Westoby wished to progress the speeding concerns in the village, primarily at the Skipwith/North Duffield junction. She had recently written to Speed Concerns, requesting police speed checks, similar to those in Escrick. She was aware that some North Duffield residents had received training to conduct community speed checks and suggested the PC contact them to find out more, although she knew that community checks need to be approved by the police before going ahead. She also suggested the installation of vehicle activated signage. She was looking for further support from the PC so JG offered to assist.  Janet Walker, an allotment holder, explained she was also attending on behalf of Glynnis Smith, who was unable to attend, regarding the allotment issues and Glynnis's decision to withhold rental payment. Janet was concerned about the maintenance of the trees and was considering leaving the allotments if nothing was done about them by the PC, as she was unable to cut down the branches as some were 10 to 15 feet long. One half of her allotment had 30–40-foot trees and the roots prevented her from planting on 5 metres of the land and the other half had none. She did not believe she should be responsible for the eight trees on her plot. The allotment plots were all different sizes yet everyone was charged the same, irrespective of size. Janet was also concerned if the trees were structurally sound. MW confirmed they were as they had been checked last year by a tree surgeon. MW suggested that a meeting should be convened to discuss specific responsibilities from both the PC and allotment holders. This was deferred for further debate in agenda item 034.2.	JG	Asap
<b>032</b>	<b>Minutes of the Annual Meeting and the ordinary Parish Council Meeting both held on 15<sup>th</sup> May 2023</b> were approved by members of the PC as a true and accurate record. JR proposed and KT seconded.		

<p><b>033</b></p>	<p><b>North Yorkshire Councillor Report</b></p> <p>John Cattanach, North Yorkshire Councillor, had reported, via email, that the Selby and Ainsty by-election was the Council's current focus and therefore there was not much to report.</p> <p>However, he did report that it had recently been decided at the Executive Meeting that residents in the old Selby District will be charged for the emptying of their green bins and it will commence in September and will cost £29 up until the end of March 2024.</p> <p>He also reminded the PC to consider applying for his Locality Grant subject to any project benefitting as many of the community as possible; it could not be used for any maintenance jobs. MW suggested the PC should request funding for the purchase of the benches in the recreation area. This was agreed.</p>	<p>MW/IG</p>	<p>Asap</p>
<p><b>034</b> <b>034.1</b></p>	<p><b>Information on the following ongoing issues and to decide further action where necessary:</b></p> <p><b>Recreation Area</b></p> <p>The PC had received an updated estimate of £2,756 from York Landscapes to create the access area into the recreation area. This was approved, with AB proposing and JG seconding. Contact with the contractor would be made to confirm the approval and to request a start date. The PC had previously received other quotes from other contractors, but this was believed to be the best option.</p> <p>On a separate issue, MW informed the PC that a tree on the recreation area boundary had recently fallen across the road towards the village green. He wished to express his thanks to Phil Westoby and Andrew Walker who had immediately volunteered to remove it from the road and remove all the debris. He explained that Phil believed the tree was rotten and was therefore concerned about a similar tree on the same boundary as if it was also rotten it could fall too. MW had contacted Escrick Estate who had agreed to investigate further and let MW know the outcome. It was not, as yet, clear if the PC or the Estate was responsible for the trees bordering the recreation area.</p>	<p>IG</p> <p>MW</p>	<p>Asap</p> <p>Asap</p>
<p><b>034.2</b></p>	<p><b>Allotments</b></p> <p><b>Water Supply</b></p> <p>Ian Hatton, a member of the public, who had previously tried to establish if Yorkshire Water would be able to provide a community grant for the water supply, explained that his efforts had been to no avail. Yorkshire Water had recently been restructured with a number of employees leaving so he had had difficulty in contacting previous contacts. After a robust discussion, the PC agreed by a majority to contact Yorkshire Water to request an initial survey to ascertain if a water supply could be made available and at what cost.</p>	<p>IG</p>	<p>Before 4<sup>th</sup> September</p>

	<p><b>Availability</b> MW was still in the process of approaching a contact to plough a piece of the allotment land to provide access and to create a bridge over the ditch, which would enable the plot to be used.</p>	MW	Asap
034.3	<p><b>Bus Shelter Ownership</b> Whilst the ownership of the bus shelter had not been determined, the PC had agreed to employ a contractor to repair the tiles on the roof. This is due to be completed during July. MW agreed to follow up. The PC agreed to put on hold any further enquiries regarding ownership, as it is still being investigated by North Yorkshire Council.</p>	MW	July
034.4	<p><b>Grass Cutting Mulberry Vale</b> Further to writing to the residents of Mulberry Vale about volunteering to cut the grass since one of their residents, who had previously cut it, had moved, it appeared that another resident had asked York Landscapes to cut it. AB and JG agreed to investigate further.</p>	AB/JG	Asap
034.5	<p><b>New Notice Board</b> IG had conducted some research regarding replacing the existing PC notice board, which was in poor condition. Details were discussed and the type, style and size were agreed. IG to progress and obtain 3 quotes. MW agreed to contact a relative of the commemorative plate which is on the current notice board to ensure they are informed.</p>	IG MW	By 4 <sup>th</sup> September
034.6	<p><b>Speeding</b> JG volunteered to explore the installation of interactive speed signs, alerting drivers to their speed. IG to send JG the letter which was sent to Head of Highways and his response, stating they would be taking no further action. In addition, JG agreed to write to Zoe Metcalfe, North Yorkshire Police, Fire and Crime Commissioner regarding the PC's and residents' concerns. JR suggested the PC should contact the new PCSO to see if he could provide any further support.</p>	IG/JG IG	Asap Asap
034.7	<p><b>Pond Clearance</b> The PC agreed that residents would be asked to volunteer their help on the village green on Saturday, 30<sup>th</sup> September to assist with the pond maintenance.</p>	KB/JG	By 18 <sup>th</sup> August
034.8	<p><b>New Police Community Support Officer</b> Skipwith has a new PCSO, Declan Robinson, who services the Escrick Ward. It was agreed to invite him to one of the two next PC meetings.</p>	IG	Asap

<b>034.9</b>	<b>Standing Order Amendment</b> IG confirmed the PC meetings' start time stated in the Standing Orders had been changed to 8.00pm and that all references to Selby Council had now been changed to North Yorkshire Council.		
<b>034.10</b>	<b>Round Up Editorial /Facebook</b> It was agreed to communicate details regarding the pond clearance, creating the access point in the recreation area and the repair of the bus shelter. The deadline for submission to Round Up was 18 <sup>th</sup> August.	KB/JG – Round Up SW – Facebook	By 18 <sup>th</sup> August
<b>035</b>	<b>Planning</b> Nothing to report.		
<b>036</b> <b>036.1</b>	<b>Matters Requested by Councillors</b> <u>Village Christmas Tree (AB)</u> AB proposed that the PC should obtain a new, larger Christmas tree as the current one is in a poor state. This was agreed. AB to provide a quote. MW to contact the family who decorate the existing tree.	AB  MW	By 4 <sup>th</sup> September
<b>037</b> <b>037.1</b> <b>037.1.1</b> <b>037.1.2</b>  <b>Late Invoice</b>  <b>037.2</b>	<b>Financial Matters</b> <u>The following accounts for payment were approved:</u> Yorkshire Landscapes Ltd – grass cutting for May - £264 Parish Clerk expenses – internal auditor voucher £30, postage stamps £18  Yorkshire Landscapes Ltd – grass cutting for June - £264  JG proposed and AB seconded the above payments.  <u>Account Maintenance</u> The closure of the deposit account and the new signatories on two other accounts continued to progress.	         MW/JG	         Asap
<b>038</b> <b>038.1</b>	<b>Correspondence</b> <u>Allotment trees (Glynnis Smith)</u> Janet Walker explained there were various points made in the letter from Glynnis (which had been previously circulated to the PC) and expanded on them. As an allotment holder, MW stated he would step aside to progress this matter, as it was a conflict of interest.		

038.2	<p>It was agreed there should be a review of the issues raised, including the PC's and tenants' respective responsibilities, the current tenancy agreement, the size of the plots proportional to rent and the trees' boundaries. JR volunteered to lead this review, including arranging a meeting to consult with tenants. He would then circulate a paper for consideration at the next PC meeting. In addition, JR would issue a draft letter to respond to Glynnis and a draft letter to all tenants for the PC to confirm agreement before issuing.</p> <p>KT volunteered to assist with the review.</p> <p><u>Archaeology Project Support (Brian Worrall)</u></p> <p>The PC agreed to Skipwith Heritage Group Archaeological Project's request to offer its support for the project's request for funding from the Heritage Lottery Fund.</p> <p>In addition, the PC agreed to the request to conduct a test pit on the village green.</p>	JR/KT	Before 4 <sup>th</sup> September
039	<p><b>Matters for Inclusion on the Agenda for the Next Meeting</b></p> <ul style="list-style-type: none"> <li>• Recreation Area</li> <li>• Allotment Water Supply/Availability/Review</li> <li>• Grass Cutting, Mulberry Vale</li> <li>• Bus Shelter Repair</li> <li>• New Notice Board</li> <li>• Pond Clearance</li> <li>• Speeding</li> <li>• Christmas Tree Update/Lights Testing</li> <li>• PC Website</li> <li>• Items for Round Up and Facebook</li> </ul>		
	<p>Meeting closed at 10.15pm.</p> <p><b>The next PC meeting will be on Monday, 4<sup>th</sup> September at 8.00pm.</b></p>		