

**Skipwith Parish Council Meeting Minutes on Monday 4<sup>th</sup> January 2021 at 7.30pm**

**Present:** Councillors Jonathon Morgan (JM) (Chairman), Mike Ward (MW) Vice-Chairman, Claire Colthirst (CC), Kate Baxter (KB), Sharon Worrall (SW),  
Parish Clerk: Isobel Greatrex (IG)

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

**729. Apologies:** Trevor Britain (TB). Reason for absence approved.

**730. 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 737.1.

Item No.	Discussion	Action by	Due Date
731	<p><b>Public session</b></p> <p>Some members of the public were present to air their concerns regarding the fee increase for allotment holders. They had been notified of the change in the yearly fee in November and had subsequently written to the PC to express their views.</p> <p>JM explained that each member of the PC (excluding MW) had done individual research about other allotment fees elsewhere and it had been a unanimous decision to increase the fees from £15 to £40 per annum, as there had been no increase for many years and the amount was deemed to be fair as it worked out to be 77p per week. One of the allotment holders felt that, in comparison, some other allotments had water, toilets and composting areas for lesser fees.</p> <p>It was agreed to discuss how the total potential income of £320 per year could help to enhance the allotments in the future. IG informed attendees that should any allotment holder have any special circumstances which would prevent them from paying the fees, they should contact her.</p> <p>Members of the public were also present as they were interested to hear about the progress being made regarding the speed rod results on the Skipwith/North Duffield road. SW informed the attendees that the speed rod data had revealed that 63% of cars were being driven over the 30mph limit on the Skipwith/North Duffield road. SW had been in touch with Gary Lumb at Area 7, Selby Highways who is arranging a second speed rod test a little further out of Skipwith towards North Duffield before providing some ideas to solve the problem. One of the members of public informed the PC that there was only a 30mph sign on that road and not even any signs to slow down and she hoped that some initial actions could be taken e.g. a Stop sign at the junction or a small traffic island</p> <p>Concern was also raised about the excessive amount of visitors coming to Skipwith Common which was causing parking problems in the village, with potentially dangerous consequences. It was suggested that the PC could contact Natural England who supports Skipwith National Nature Reserve. After some discussion it was agreed not to do so as creating more car parking could attract more visitors to the area and exacerbate the problem. It is hoped that once the vaccine programme gets underway the number of visitors will reduce to the numbers prior to the pandemic.</p>		

	There were no further comments from the public.		
<b>732</b>	<b>Minutes of 2<sup>nd</sup> November 2020 meeting</b> were approved by all members of the PC as a true and accurate record. MW proposed and CC seconded. <b>Minutes of 19<sup>th</sup> November 2020 extraordinary meeting</b> were approved by all members of the PC as a true and accurate record. MW proposed and CC seconded.		
<b>733</b> <b>733.1</b>	<b>Information on the following ongoing issues and to decide further action where necessary:</b> <b>Highway Safety</b> <u>Chicanes</u> One of the arrow signs on a roundel to warn motorists there are chicanes ahead keeps falling off and has still not been repaired by the manufacturer and also repairs to the white lining on the road needs to be fixed. Highways had asked when the invoice for the chicanes would be paid. As the PC had not received an invoice SW agreed to follow this up. The PC also agreed to hold back £3,000 of the payment until all repairs had been made satisfactorily. MW proposed and CC seconded. <u>Speed Data</u> Please refer to item 731. <u>Police Speed Enforcement</u> IG updated the PC regarding police speed enforcement. IG had emailed RM to ask if there will be some follow ups soon. RM had asked for an update on 16 <sup>th</sup> November but had yet to receive a reply. He also advised that the PC should contact Catherine Jones, who works for the Police, Fire and Crime Commissioners Office and for the PC to lobby them frequently. IG agreed to contact Catherine.	SW          IG	Asap          Asap
<b>733.2</b>	<b>Pond Management</b> KB informed the PC the work on the pond would not be able to go ahead next week as the field where the waste would be disposed of was waterlogged. The PC agreed that KB should ask Hagraapat, Pete Meadows and Mark Headley to keep free the end of February/first week in March to carry out the work, subject to the land being dry. As the ecological report had recommended work should not be done between March and August, the next date would have to be September, if the fields were still waterlogged at the provisional earlier time.	KB	Asap
<b>733.3</b>	<b>Accessibility Regulations 2018</b> IG had contacted the website provider and obtained an estimate of an additional £640 to enable the website to be further enhanced. However, due to the cost implications for Skipwith's small community, it was decided not to progress this at this time. IG had also contacted another Parish Clerk from a similar size village as to the actions they were taking. It was evident they had taken similar steps to Skipwith PC and were partly compliant too. It was agreed that the PC should review the situation every 6 months unless any parishioner contacted IG prior to that date to ask for additional help to access the website.	IG	July 2021
<b>733.4</b>	<b>Water Sewage Pumping Station</b> No further update had been received from Dr Howard Ferguson, Senior Parliamentary Assistant to Nigel Adams, MP regarding the poor state of		

	the water sewage pumping station. It was agreed that IG should continue to liaise with him to follow this up, especially as more houses were continuing to be built in the village, which could exacerbate the situation.	IG	By 1 <sup>st</sup> March
<b>733.5</b>	<b>Street Lights</b> IG informed the PC that she had now signed an agreement, on the PC's behalf, with the Unmetered Supplies Operator to confirm the connection of the street light installation to Northern Powergrid's distribution system. A copy was available for inspection.		
<b>733.6</b>	<b>Asset Register</b> JM updated the PC about his attempts to ascertain the PC's land ownership and the difficulties he had faced with no results to date due to a lot of bureaucracy. IG volunteered to try to contact someone from Land Registry to obtain some further knowledge and to try to contact a previous clerk who may still have some documents belonging to the PC.	IG	Asap
<b>733.7</b>	<b>Contractor Tractor Driving</b> IG had contacted Escrick Estate asking for their assistance 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. The PC would like to thank Charlie Forbes Adam who has kindly agreed to contact the farmers to highlight the issues. It was agreed that IG would send a reminder nearer to harvest time to help improve the situation this year.	IG	June
<b>734</b> <b>734.1</b>	<b>Planning</b> <u>Planning Non Compliance</u> IG had received a further update on 18 <sup>th</sup> December from Selby Planning department about the potential land ownership breaches of the paddock behind the Orchard Home development (Mulberry Grove) and Prospect House. The Enforcement Officer is continuing to progress the matter in order to set out their current planning position to the landowners. She will continue to update the PC of the progression of the case and how they will be proceeding with each plot of land. It was agreed that IG should contact Highways for an update regarding North House Farm fencing.  <u>Park Farm</u> JM confirmed that the planning application on the plot of land adjacent to Park Farm and behind Ballacraigne had been granted on 23 <sup>rd</sup> December.	IG	Asap
<b>735</b> <b>735.1</b>	<b>Matters Requested by Councillors:</b> <u>Muddy Roads (JM)</u> JM explained his concern about the muddy state of Main Street which is being caused by the builders from the two housing developments. Whilst a road sweeper had been employed by the builders it was agreed that it needed to be on a more frequent basis. MW proposed and SW seconded. IG will contact both Yorvik Homes and Daniel Garth to ask if this can be done.	IG	Asap

<p><b>736</b></p> <p><b>736.1</b></p> <p><b>736.1.1</b></p> <p><b>736.1.2</b></p> <p><b>736.1.3</b></p> <p><b>736.1.4</b></p> <p><b>736.1.5</b></p> <p><b>736.1.6</b></p> <p><b>736.1.7</b></p> <p><b>736.2</b></p> <p><b>736.3</b></p>	<p><b>Financial Matters</b></p> <p><u>The following accounts for payment were approved:</u></p> <p>PKF Littlejohn for external audit - £240</p> <p>Christmas lights - £434.46 to be reimbursed to IG</p> <p>NYCC for speed survey - £264</p> <p>John Wright Electricals for electrical and Christmas lights installation - £1,705.</p> <p>A.Mortimer for making crib - £100</p> <p>Village Hall rental - £30</p> <p>York Landscapes for grass cutting 7<sup>th</sup> October - £132</p> <p>SW proposed and KB seconded all of the above payments.</p> <p>The PC wish to thank John Wright Electricals for their persistence and hard work to resolve the issues faced with the Christmas light installations and to thank Lindum's for making good the grass on the green.</p> <p>The PC would also like to thank all the volunteers who helped to make the nativity scene look so splendid this year. The PC had received a thank you card from Elaine Ward for its financial support.</p> <p>Budget Finalisation for 2021/2022</p> <p>The prepared budget was finalised and it was agreed that there was no requirement to raise a precept for 2021/2022.</p> <p>Locality Budget</p> <p>IG had been informed by RM that the budget availability will re-open in March this year.</p>		
<p><b>737</b></p> <p><b>737.1</b></p> <p><b>737.2</b></p>	<p><b>Correspondence</b></p> <p>Allotment Fees from Allotment Holders</p> <p>Please refer to item731. It was agreed to place this item on the next PC meeting to discuss how the yearly income could be spent to enhance the allotments. IG will send a Tenancy Agreement template for MW to review.</p> <p>Riccall Resilience</p> <p>The PC resolved not to participate in this at the present time.</p>	<p>IG</p>	<p>Asap</p>
<p><b>738</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>• Water Sewage Pumping Station</li> <li>• Asset Register</li> <li>• Allotments</li> </ul>		

	<ul style="list-style-type: none"><li>• Non-Compliant Planning Update</li><li>• Fire Safety (if meeting held in the village hall)</li></ul>		
	Meeting closed at 9.25pm. Next Meeting 1 <sup>st</sup> March at 7.30pm.		