

**Skipwith Parish Council Meeting Minutes on Monday 4<sup>th</sup> March 2019 at 7.30pm**

**Present:** Councillors Mike Ward (MW), Noel McCool (NMCC), Jonathon Morgan (JM), Claire Colthirst (CC)

Parish Clerk: Isobel Greatrex (IG)

**600. Apologies:** Trevor Britain (TB), Sharon Worrall (SW), Mark Elwers (ME). Reasons for absence approved.

**601. Declarations of interest not already declared under the council's code of conduct or members Register of Disclosable Pecuniary Interests:** None.

Item No.	Discussion	Action by	Due Date
602	<b>Public session:</b> One member of the public was in attendance.		
603	<b>Minutes of 14<sup>th</sup> January 2019 meeting</b> were approved by all members of the PC as a true and accurate record.		
604	<b>Elections</b> IG briefed the Councillors regarding the forthcoming elections process, should they wish to continue as a Parish Councillor. It was agreed that all completed nomination forms would be handed to IG by Friday, 29 <sup>th</sup> March, at the latest, in order for her to submit them to Selby Democratic Services for checking before the deadline date of 3 <sup>rd</sup> April at 4pm. Polling day will be on 2 <sup>nd</sup> May. IG to email the nomination packs to all Councillors.	All Councillors wishing to continue  IG	By 29 <sup>th</sup> March  5 <sup>th</sup> March
605	<b>Events in Selby District 2019</b> IG briefed the Councillors regarding Selby 950, which will celebrate Selby Abbey's 950 <sup>th</sup> anniversary and will include two major cycling events, namely the Tour de Yorkshire on 2 <sup>nd</sup> May and the Para-Cycling Road Race on 21 <sup>st</sup> September, which will run alongside the World Championships and will be one of the qualifiers for the Tokyo 2020 Olympics. Further information can be found on: <a href="http://www.selby.gov.uk/cycling-selby-district">www.selby.gov.uk/cycling-selby-district</a> . IG to email the presentation packs to all Councillors.	IG	5 <sup>th</sup> March
606 606.1	<b>Information on the following ongoing issues and to decide further action where necessary:</b> <b>Highway Safety</b> IG provided an update regarding the assistance Councillor Richard Musgrave (RM) has provided regarding speeding interventions. The Police have now instigated mobile camera enforcement in the village. RM has committed to continue to speak with NYCC Highways regarding further signs or other highway works which could be used in the village but hoped that the speed enforcement would be the most effective.  MW briefed the PC on the Selby Branch meeting he recently attended, where Highways was on the agenda. He explained that there was a strong message that resources were limited due to budgetary constraints and therefore it was important that the public completed a specific		

	<p>form if an incident occurred. Forms can be located at <a href="http://www.northyorkshire.police.uk/reportspeeding">www.northyorkshire.police.uk/reportspeeding</a>, which the 95 Alive York and North Yorkshire Road Safety Partnership has instigated. In addition, residents and the PC can report issues online to Highways via the North Yorkshire County Council parish portal.</p> <p>MW suggested that at the next PC meeting the PC should confirm with RM if the Vehicle Activated Sign budget would be available. MW wished to thank RM, on behalf of the PC, for his assistance with the speed enforcement.</p> <p>At a previous meeting the PC was informed by a parishioner that he had contacted Highways regarding the installation of 30mph roundels on road surfaces on entrances to the village. He had indicated that, if the PC requested they be installed, Highways would be happy to do so. However, this statement was to be checked with the individual concerned and if correct Highways would be contacted to request installation.</p> <p>At the previous PC meeting, ME agreed to investigate the possibility of hand held “cameras” which could be used by parishioners to assist with speed reduction. Due to his absence this action will be carried forward to the next meeting.</p>	<p>IG</p> <p>ME</p>	<p>Asap</p> <p>By 13<sup>th</sup> May</p>
<p><b>606.2</b></p>	<p><b>Streetlights</b></p> <p>NMcC updated the Councillors regarding the difficulties with Northern Powergrid with connecting the last four streetlights, although he was now able to provide the further information they have requested so progress should be made.</p> <p>IG provided a letter from Npower regarding the potential reduction of the current tariff. NMcC agreed to engage with them to discuss further.</p>	<p>NMcC</p> <p>NMcC</p>	<p>Asap</p> <p>Asap</p>
<p><b>606.3</b></p>	<p><b>Church Floodlights</b></p> <p>A further quote from L.A.W. Electrical regarding replacing the plastic joint boxes with stainless steel ones was provided for discussion and it was agreed to progress this. NMcC explained that the work to be initially carried out in the quote does not include any possibility of any damaged cables so there could potentially be a further cost.</p> <p>MW informed the PC that he had heard that a company called Acorn had been used to replace street lights in a lot of villages and suggested that it may be another company to consider for any future electrical requirements in the future.</p> <p>MW read out a letter from Mary Ellwood, one of the churchwardens, regarding the Parochial Church Council’s concerns about the floodlights. IG informed the PC that she had updated Mrs. Ellwood regarding the PC’s progress with these.</p> <p>It was agreed that IG should ask Mrs. Ellwood if she knew if Gordon Taylor had any instructions for the astro-timer. If not, it was agreed that IG would contact L.A.W. Electrical to provide a quote for a manually operated time switch. JM proposed and CC seconded.</p>	<p>NMcC</p> <p>IG</p>	<p>Asap</p> <p>Asap</p>

<p><b>606.4</b></p>	<p><b>Wild Flower Meadow - Recreation Area</b>  CC updated the PC regarding the progress which had been made to put together a proposal for Charlie Forbes-Adam (CFA). The proposal was due to be finalised once ME had provided further input. CC explained that the seeds can be planted later this year and will cost c. £300. JM will apply appropriate graphics to the proposal.  CC will circulate the final draft proposal to the PC to gain any further feedback before sending to CFA.</p> <p>IG will reply to CFA regarding a further meeting date with him, which will need to be after 13<sup>th</sup> May, the next PC meeting</p> <p>NMcC reminded the PC about the need to secure agreement on the variance of the lease and planning consent, and highlighted present planning conditions on this land, which included providing public access prior to any work being conducted. The access Provider will either require their work method statements to be approved by Selby District Council (SDC) or be an approved SDC contractor. There are forms to be submitted to SDC prior to work being undertaken and SDC may choose to inspect work while it is in progress.</p>	<p>ME  JM  CC  IG</p>	<p>Asap  Asap  Asap  Asap</p>
<p><b>606.5</b></p>	<p><b>Town End Pond</b>  At the previous PC meeting, TB offered to contact Darren Starkey from the Environmental Agency to obtain some specialist advice regarding the permanent removal of the rushes in the pond. Due to his absence this action will be carried forward to the next meeting.</p>	<p>TB</p>	<p>By 13<sup>th</sup> May</p>
<p><b>606.6</b></p>	<p><b>Scarrow Green</b>  A quote of £300 to trim around the pond and to provide a general “tidy up” was provided from J.Massey. MW proposed this to go ahead and NMcC seconded. NMcC to contact J.Massey to progress the work.</p>	<p>NMcC</p>	<p>Asap</p>
<p><b>606.7</b></p>	<p><b>Telephone Box Defibrillator</b>  JM was pleased to inform the PC that the British Heart Foundation (BHF) had approved the PC’s application for a defibrillator and had agreed to provide £600 towards the cost if the PC would provide a further £600. JM informed the PC that his company, Jonathon Morgan Design Associates Ltd (JMDA), would donate the £600 to the PC. MW thanked JM, on behalf of the PC, for his generous donation.</p> <p>In addition, JM informed the PC that Councillor Richard Musgrave had confirmed his intention to provide further financial support of £500 for this project from May 2019.</p> <p>NMcC proposed progressing this proposal and CC seconded.  JM will now progress further.  IG to check if further insurance will be required.</p>	<p>JM  IG</p>	<p>Asap  Asap</p>
<p><b>606.8</b></p>	<p><b>Village Green and Parish Council Notice Boards</b>  Following the action from the last PC meeting, Councillors had inspected both notice boards and agreed that they had deteriorated and that they would be monitored for any instability. It was agreed to replace the hinges on the PC notice board in Main Street as they were insecure.</p>	<p>IG</p>	<p>Asap</p>

<p><b>607</b> <b>607.1</b> <b>607.2</b></p>	<p><b>Planning</b> Willow Lodge The PC discussed the planning application for Willow Lodge and agreed they had no objections. Holmes Way The PC discussed the planning application for Holmes Way and agreed they had no objections.  IG to confirm the outcome to the Planning Department.</p>	<p>IG</p>	<p>By 5h March</p>
<p><b>608</b> <b>608.1</b>          <b>608.2</b></p>	<p><b>Matters Requested by Councillors</b> Sue Kotek Event It was <u>agreed</u> that the PC would take responsibility for a community event in September to be held on the village green, should such an event be organised. The purpose of the event would have a dual purpose of bringing the community together and be an acknowledgement of the service provided to the community by Councillor Sue Kotek. It was proposed such an event may be used to fund raise for St Leonards Hospice in memory of Sue. NMCC proposed and JM seconded. NMCC to progress in the first instance.  <b>Moles on Village Green</b> It was agreed that IG discuss this issue with Charlie Forbes-Adam in the first instance.</p>	<p>NMCC          IG</p>	<p>Ongoing          Asap</p>
<p><b>609</b> <b>609.1</b> <b>609.1.1</b> <b>609.1.2</b> <b>609.1.3</b> <b>609.1.4</b> <b>609.1.5</b>          <b>609.2</b></p>	<p><b>Financial Matters</b> <u>The following accounts for payment were approved:</u> L.A.W. Electrical for erection of further street light - £870.36 Taylor-Made for building of new brick village sign - £700 NYCC – No. 18 evening bus service contribution - £244.65 British Heart Foundation for defibrillator contribution - £600 (to be reimbursed by JMDA) Clerk’s salary and HMRC payment up to 31<sup>st</sup> March 2019 All of the payments above were proposed by NMCC and seconded by CC.  A further contribution of £104.88 for the No. 18 evening bus service for 2019 was discussed and agreed. NMCC proposed and JM seconded.</p>		
<p><b>610</b></p>	<p><b>Correspondence</b> IG read out a letter from the headmaster of North Duffield Primary School, expressing his gratitude and appreciation regarding the PC’s contribution to the transport cost for the Christingle service at St. Helen’s church in 2018.</p>		
<p><b>611</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> </ul>		

	<ul style="list-style-type: none"><li>• Street Lighting</li><li>• Church Floodlights</li><li>• Wild Flower Meadow</li><li>• Town End Pond</li><li>• Telephone Box Defibrillator</li><li>• Donation to the PCC for the Round Up magazine and churchyard maintenance.</li></ul>		
	Meeting closed at 9.25pm.		