

Skipwith Parish Council Meeting Minutes on Monday, 6th November 2023 at 8.00pm

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

Parish Clerk: Isobel Greatrex (IG)

Item No.	Discussion	Action by	Due Date
051	To receive apologies and approve reasons for absence Apologies were received from Councillors Kate Baxter and Andy Bushell and reasons for absence were approved.		
052	Declarations of interest not already declared under the council's Code of Conduct or members Register of Disclosable Pecuniary Interests As an allotment holder, MW confirmed a declaration of interest in agenda item 056.2.		
053	Public Session Six members of the public were present, including three who wished to hear an update regarding the final allotment review. MW invited the allotment holders to express their opinions at the time in the meeting when the review was to be discussed, rather than in the public session. Two other members of the public wished for an update regarding the speeding concerns in the village.		
054	Minutes of the Parish Council Meeting held on 4th September 2023 were approved by members of the PC as a true and accurate record. JR proposed and JG seconded.		
055	North Yorkshire Councillor Report John Cattanach, North Yorkshire Councillor, had nothing to report, although he wished to remind the Councillors that the PC could apply for a locality grant, which needed to be submitted by the end of the year.		

<p>056 056.1</p>	<p>Information on the following ongoing issues and to decide further action where necessary: Recreation Area</p> <p>MW confirmed that the public access works to the recreation area had now been completed and the grass had been cut. There was one outstanding item which was to provide three benches, as per the granted planning application. Some options had been investigated but the PC had decided not to progress these due to quality issues. Prior to the meeting MW had provided a link to Gladsons website, which specialises in recycled plastic outdoors furniture. JR believed that further discussion should take place as to what the recreation area could be used for. However, it was agreed that, initially, a quote for three benches should be obtained from Gladsons. JG proposed and KT seconded. JR abstained from the vote as he wished for further information.</p> <p>A discussion then ensued, and a suggestion was made from the public that a survey should be conducted by the PC to establish residents' wishes in regard to proposed various options for the use of the area.</p>	<p>MW/IG</p>	<p>Asap</p>
<p>056.2</p>	<p>Allotment Water Supply/Availability/Review</p> <p>MW commenced the meeting to confirm that, prior to the meeting, he had provided the PC with a quote from Yorkshire Water of £2,500 to supply water to the allotments.</p> <p>Prior to the meeting, JR had provided the PC with the final report regarding the allotments review and subsequently went through the decisions required to be made by the PC. He explained that he had tried to reflect all the feedback he had received. MW thanked JR for the time he had spent on producing the report.</p> <p>After much discussion, the following decisions were made by the PC (excluding MW as he was exempt):</p> <ul style="list-style-type: none"> • That the revised tenancy agreement was potentially suitable for adoption and to hold a 28 day consultation period with the tenants to enable it to come into force in January 2024; • To adopt the new allotment policy document after consideration of any amendments, as necessary. JR informed the PC that he was due to attend an allotment seminar and would bring back to the PC any learnings at the next PC meeting; • That periodic, formal inspection of the west boundary trees for safety will be undertaken by the PC; • The current policy of granting tenants permission to trim the trees themselves, if good and valid reasons are put forward, should continue; • In principle, the Council will entertain an application by an existing tenant for assistance with reducing the size of trees, relocating a shed or a contribution towards such cost, on a case by case basis; • It was not necessary at this time to further establish exactly where the eastern boundary of the allotments area lies; • That the oak trees on the eastern boundary should be inspected at the same time as the trees on the western boundary are inspected for safety; • Not to proceed further at this time to the next steps for installing a mains supply from Yorkshire Water; 	<p>JR</p>	<p>By 8th January</p>

	<ul style="list-style-type: none"> • To investigate further the feasibility of having an IBC water container on site and to confirm how many tenants would actually use such a facility; Phil Westoby, a member of the public, volunteered to provide one for free; • In principle the Council would consider meeting the one-off cost of procurement of an IBC container and installation on site, based on a feasibility study; • The tenants should organise and pay for the water consumed by them, if an IBC container is provided; • To approach local farmers with a view to finding one from whom a water supply could be procured; • That MW would approach a potential tenant to ascertain if they would be interested in bringing back to order allotment garden 8, in return for a rent rebate. If not, it would remain uncultivated; • Large plots presently undivided (gardens 1 and 3 on the plan) should be subdivided when they next become vacant in order to create more allotment gardens for the future; • There normally will be no further subdivision of the gardens which have already been divided; • A two tier system for assessing rent should be instigated from 1st January 2024, with allotment gardens 1,3 and 8 (if cultivated) being in Tier 1 and the remainder in Tier 2; • Each Tier 1 garden would pay £66.50 and each Tier 2 garden £33.50. JG proposed and KT seconded; • To undertake an informal audit of the condition of the allotment gardens site with a short report to the Council meeting in March 2024; • MW to contact Richard Baker, who had previously offered to replace the gates which are in disrepair, and to ask if he would remove the south gate and repair the north gate. The PC would pay for the materials; • No further action to secure fencing plots 1, 2a and 2b from deer. 	<p>MW</p> <p>JR</p> <p>MW</p>	<p>By 8th January</p> <p>By 4th March</p> <p>By 8th January</p>
<p>056.3</p>	<p>New Notice Board IG confirmed the new notice board had been ordered and the expected installation date was the end of November.</p>		
<p>056.4</p>	<p>Speeding JG provided the PC with an update regarding his progress with Highways. He had also contacted Elvington PC and Bubwith PC for further research and Councillor Duncan, who had explained that Skipwith was low priority for any traffic calming measures to be put in place as it had no school. Bubwith had formed a community speed watch group, which didn't involve the PC. They had been trained by the police and notices were issued to speeding offenders with a formal police visit (<i>not a fine letter, as stated at the time of this meeting. JG had been misinformed</i>) being issued on the third notice. For a community watch group to be formed, speed rod data must be obtained in the first instance. JG proposed to ask Highways to install speed rods in two places; one set between the chicanes situated on the north side of the village and The Drovers and a second set installed between the 30mph sign on the road coming from the North Duffield road and the Skipwith/North Duffield junction. This would be at a cost of c.£280. The proposal was seconded by MW.</p>	<p>JG</p>	<p>Asap</p>

<p>059</p> <p>059.1</p> <p>059.1.1</p> <p>059.1.2</p> <p>059.1.3</p> <p>059.1.4</p> <p>Not on agenda</p> <p>059.2</p> <p>059.3</p>	<p>Financial Matters</p> <p><u>The following accounts for payment were approved:</u></p> <p>York Landscapes grass cutting for September and October - £528</p> <p>York Landscapes public access to recreation area - £3,367.20</p> <p>Parish Clerk reimbursement – defibrillator pads - £143.88</p> <p>Npower revised electricity bill - £330.46</p> <p>360 Internet Solutions for website hosting - £158.40 (late invoice)</p> <p>M. Ward reimbursement for water supply survey - £274.80</p> <p><u>Account Maintenance</u></p> <p>The PC had now received the relevant form from Skipton Building Society to remove previous councillor Sharon Worrall as a signatory. A new signatory will need to be added in January.</p> <p><u>Budget 2023/24</u></p> <p>Prior to the meeting IG had issued to the Councillors a draft budget for the forthcoming financial year to determine whether or not a precept should be raised. After discussion it was largely agreed (except for JG) that a £5,000 precept should be requested. JR proposed and KT seconded.</p>	IG	Asap
<p>060.</p> <p>060.1</p> <p>060.2</p> <p>060.3</p> <p>060.4</p> <p>060.5</p>	<p>Correspondence</p> <p><u>Request to use the village green</u> – Geoff Eastwood. Due to time pressures and in advance of the PC meeting, MW had agreed that, as usual, the village green could be used for carol singing on Christmas Eve and for a New Year’s Day service.</p> <p><u>Councillor applications</u> - IG informed the PC that, after advertising, she had received one application which she would now progress.</p> <p><u>Christmas lights switch on</u> – Elaine Ward. See agenda item 56.6.</p> <p><u>Skipwith PCC request for donation</u> – it was agreed to donate £550 towards the cost of printing Round Up and towards the upkeep of the churchyard. JR proposed and JG seconded.</p> <p><u>Remembrance Sunday</u> – MW had agreed to represent the PC at the service.</p>	IG	By 8 th January
061	<p>Matters for Inclusion on the Agenda for the Next Meeting</p> <ul style="list-style-type: none"> • Recreation Area • Allotments • Speeding • Village Pond/Scarrow Green • Items for Round Up and Facebook 		

	Meeting closed at 10.53pm. The next PC meeting will be on Monday, 8th January at 8.00pm.		