

**Skipwith Parish Council Meeting Minutes on Monday 7<sup>th</sup> September 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)

**700. Apologies:** None

**701. 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 704.9

Item No.	Discussion	Action by	Due Date
702	<p><b>Public session</b></p> <p>A member of the public asked for an update regarding the installation of the chicanes and wished to ask the PC to keep on its agenda the speeding issues at the Skipwith/North Duffield junction.</p> <p>JM welcomed the fact that North Yorkshire Police had committed to start police speed enforcement in the village in the next few weeks and thanked County Councillor, Richard Musgrave for his assistance with this.</p> <p>RM added that he was hopeful that the chicanes and speed enforcement combined would improve the speeding issues in the village.</p> <p>Another member of the public commented that it seemed that the traffic coming in to the village from Escrick was now slowing down, although cars exiting the village towards Escrick were still going too fast if the road ahead was clear.</p> <p>JM explained that the PC had recently applied for a further £6,000 grant from the AJ1 Safety Fund to fund the chicanes, as any civil work was very costly for the PC to continue to fund, as Highways has not contributed to these costs.</p> <p>RM then provided a further update regarding local government reform and devolvement of powers locally, moving to a unitary structure rather than a district and county council so that one council will deliver all services compared to the current structure where services are split. It is proposed that North Yorkshire will be divided into East and West, with Selby, York, Ryedale and Scarborough being East. RM explained it was part of the Government's levelling up strategy. The proposal will form part of a Government white paper and be subject to consultation.</p>		
703	<p><b>Minutes of 6<sup>th</sup> July 2020 meeting</b> were approved by all members of the PC as a true and accurate record. CC proposed and KB seconded.</p>		

<p><b>704</b> <b>704.1</b></p>	<p><b>Information on the following ongoing issues and to decide further action where necessary:</b></p> <p><b>Highway Safety</b></p> <p><u>Chicanes and insurance</u> SW updated the PC regarding the progress with the chicanes. The PC is still awaiting the cat's eyes on the chicanes to be replaced so they are all clear. This will be at no further cost to the PC. In addition, Rosehill, the contractors who installed the chicanes, will be re-painting them at no extra cost, although a date has yet to be confirmed.</p> <p>SW informed the PC that if it wanted to measure the speeds at which vehicles were entering the village Highways would be able to install speed rods at a cost of £110 per week. SW was asked to contact Highways to see if the price could be negotiated.</p> <p>JM thanked SW for all her time and hard work in progressing this project.</p> <p>IG confirmed that the chicanes have been insured at an additional premium cost of £72.55.</p> <p>SW departed at 8.10pm, along with RM and NR.</p> <p><u>Unsafe parking on corner of Main Street</u> The PC wished to thank the residents of Mulberry Vale (Orchard Homes) for complying with its request to ensure any visitors or contractors did not park on the corner to avoid any potential accidents and to keep it up!</p> <p><u>Path opposite the village green pond</u> JM suggested that a working group could be got together at the same time as the pond clearance to clear the earth and silt which has grown across the path. It was agreed to tie it all in together at that time.</p> <p><u>AJ1 Safety Fund application</u> IG confirmed that the application had been acknowledged and that it would be reviewed late September. JM thanked KB for populating the form.</p>	<p>SW</p>	<p>Asap</p>
<p><b>704.2</b></p>	<p><b>Village Green Christmas Lights</b></p> <p>CC provided an update regarding the progress which had been made. L.A.W. Electrical Ltd had provided two quotes, one for the installation of new electrics and one for the installation of new lights. As the cost was over £1,000 CC agreed to source two more tenders in order for the PC to approve a supplier. An extraordinary PC meeting will need to be held as soon as possible so that all preparations are complete before the switch on at the beginning of December.</p> <p>CC explained the cost of lights varied tremendously but would be cheaper if two sets of lights could be linked and run off two sockets, which would also provide a failsafe, should one set go down. CC agreed to check if there was a guarantee with the lights.</p>	<p>CC CC</p>	<p>Asap Asap</p>

704.3	<p><b>Pond Management</b></p> <p>KB updated the PC having now met with three contractors and obtaining quotes. She provided a table detailing each of the contractors and the respective information about the pond management each one had provided. After lengthy discussion, it was agreed that a final decision on which contractor to commission would be taken after KB had contacted one of the contractors for additional information and Charlie Forbes-Adam for a view as Escrick Park Estate has offered to contribute to the costs.</p> <p>Dixons have kindly agreed to remove all the waste material with, if possible, two trailers in mid/late October.</p> <p>It was agreed that an extraordinary PC meeting would need to be held in order to progress by October.</p>	KB	Asap
704.4	<p><b>Asset Register</b></p> <p>JM confirmed he had applied to the Land Registry to obtain confirmation of the PC's land ownership in the village but had received a limited response and needed to follow up his understanding with them.</p>	JM	Asap
704.5	<p><b>Fencing</b></p> <p>CC confirmed that she had managed to sell off the remaining fencing for the wild flower meadow for a total sum of the two lots of £540. IG explained that a member of public had brought to her attention that the decision to sell the fencing had inadvertently been omitted from the November 2019 meeting minutes. The PC agreed that IG should amend the respective minutes to reflect this.</p>	IG	Asap
704.6	<p><b>Accessibility Regulations 2018</b></p> <p>IG provided an update on progress after engaging with 360 Internet Solutions, the PC's website provider. In order to comply, some of the issues on the website had already been resolved e.g. visually impaired people can now use a keyboard rather than a mouse and colour contrasts have been improved which will mean screen readers will now be able to be used much more easily. The PC's Accessibility Statement has now been placed on the website, using the template provided, and this provides details of the PC's compliance and work in progress. The Statement also provides the offer of alternative measures if someone is struggling to access the website.</p> <p>It was agreed to place this on November's agenda once the PC has reviewed the Statement in more detail.</p>		
704.7	<p><b>Water Sewage Pumping Station</b></p> <p>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. The last email he had received from Yorkshire Water was they would respond by 23<sup>rd</sup> June but unfortunately this had not been the case so he has committed to follow this up with them. IG had informed him that the pumping station had recently broken down again due to large amounts of rain and he said he would inform Yorkshire Water of this too.</p>		
704.8	<p><b>Defibrillator</b></p> <p>IG confirmed that CC had now been informed as to how to conduct the weekly audit checks on the defibrillator, should IG be unavailable.</p>		

704.9	<p><b>Allotment Fees Review</b></p> <p>A robust discussion took place regarding raising the allotment fees from the current rate of £15 per year. Some research had been done which revealed that allotment fees varied considerably, dependent on locations, plot size and water availability. It was agreed that, as the current fees had not been increased for many years, they did not reflect market rates. It was agreed that the Councillors should give some thought to what the fees should be and to email IG separately so a further discussion could take place at the next PC meeting.</p>	All Councillors	By 2 <sup>nd</sup> November
<p>705</p> <p>705.1</p> <p>705.2</p> <p>705.3</p>	<p><b>Planning</b></p> <p>North House Farm garage planning application JM confirmed that this had been approved.</p> <p>Red House Farm variation to original planning application After much difficulty in trying to obtain the exact change, Selby Planning department had provided a summary of the changes from the applicant. The PC noted that whilst the changes were mainly cosmetic, the summary did not include the more important change denoting the re-positioning of Plot 8 nearer to an existing adjacent house. JM committed to drafting a letter to the Planning department on behalf of the PC.</p> <p>Planning Non Compliance The PC had received an update from Selby Planning department about the potential land ownership breaches of the paddock behind the Orchard Home development (Mulberry Grove) and Prospect House. They had now made site visits to establish exactly what breaches of planning control had occurred and which addresses had done so. They informed the PC they would be further writing out to individual addresses in relation to specific identified breaches and will continue to provide an update on this case.</p> <p>The PC then discussed the email received from the owner of Prospect House, who had explained that he had purchased the additional land behind their house from Escrick Park Estate, which had separate negotiated agreements regarding its utilisation. The PC was unaware and surprised about this arrangement and decided it was still prudent to continue to explore this issue with Selby Planning department as it was understood that the PC should be made aware of any boundary extensions, utilisation changes of land and any structures placed on the land.</p> <p><b>Community Infrastructure Levy (CIL)</b> IG confirmed that the PC had received £2,263.17 CIL to put towards the installation of the chicanes.</p>	JM	Asap
706 706.1	<p><b>Matters Requested by Councillors:</b></p> <p>Oak tree management opposite the village green (JM) After some discussion it was agreed to leave the oak tree as it currently appears.</p>		
707	<p><b>Monthly Police Report</b></p> <p>The following report for July had been received and circulated to the PC: There were just two incidents of note regarding reports of suspicious vehicles around the village – a “squeaky” silver 4x4 was seen in the early</p>		

	<p>hours of 8<sup>th</sup> July driving down Main Street, seemingly checking out driveways and on 10<sup>th</sup> July a small white van was seen entering some farm and building yards on York Road. Unfortunately, neither vehicle had been located.</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><b>708</b> <b>708.1</b> <b>708.1.1</b> <b>Not on agenda</b> <b>708.1.2</b> <b>708.1.3</b> <b>708.1.4</b> <b>708.1.5</b> <b>Not on agenda</b></p>	<p><b>Financial Matters</b></p> <p>The following accounts for payment were approved:</p> <p>York Landscapes for grass cutting July - £252.00. IG explained that the contract had increased by £10 per cut as two new areas had been identified for cutting since the original contract had been agreed.</p> <p>York Landscapes for grass cutting August - £240.00 (late submission of invoice)</p> <p>Came &amp; Co for additional chicane insurance premium - £72.55</p> <p>Isobel Greatrex for purchasing internal auditor voucher - £25.00</p> <p>Jonathon Morgan for HM Land Registry application - £12.00</p> <p>Parish Clerk salary – MW informed the PC of the new NALC pay review/increase and informed them of the Clerk’s salary payment</p> <p>360 Internet Solutions Ltd for Accessibility Regulations website review - £360.00 (late submission of invoice)</p> <p>TB proposed and MW seconded all of the above payments</p>		
<p><b>709</b> <b>709.1</b></p>	<p><b>Correspondence</b></p> <p>Grass Cuttings – Escrick Park Estate</p> <p>The Assistant Estate Manager had written to the PC asking if it would check where its new contractor was disposing of its grass cuttings as one of the Estate’s wildlife verges had been used as a dumping ground for grass cuttings. IG had spoken with the contractor who had assured her that was definitely not the case as they have a specified tip close by and take all green waste there.</p>		
<p><b>710</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>• Christmas Lights</li> <li>• Pond Management</li> <li>• Asset Register</li> <li>• Accessibility Regulations</li> <li>• Non-Compliant Planning Update</li> <li>• Scarrow Green/ Green opposite Village Green (TB)</li> <li>• Budgets for 2021/22</li> <li>• Fire Safety (if meeting held in the village hall)</li> </ul>		
	<p>Meeting closed at 10.15pm.</p> <p>Next Meeting 2<sup>nd</sup> November at 7.30pm.</p>		

