

**Minutes of the Annual Meeting of Skipwith Parish Council held on Monday 8<sup>th</sup> May 2017 at the Village Hall, Skipwith following the Annual Parish Meeting**

Present: Councillors Trevor Britain, Andrew Faulkes, Glynnis Smith and Michael Ward  
No members of the public were present

1. Apologies – Councillor Sharon Worrall

Declarations of interest - None

2. Public Session

As no members of the public were present no public session was held

3. Election of Chairperson – Councillor Glynnis Smith

Proposed by Councillor Trevor Britain and seconded by Councillor Andrew Faulkes

4. Election by Vice Chairperson – Councillor Michael Ward

Proposed by Councillor Trevor Britain and seconded by Councillor Andrew Faulkes

5. Election of Allotment Officer – Councillor Glynnis Smith

Proposed by Councillor Trevor and seconded by Councillor Andrew Faulkes

6. Election of Representatives

No representatives were appointed for the CEF, North Duffield and Skipwith Playing Field Association or Yorkshire Local Councils Association (YLCA)

7. Accounts for 2016 to 2017

The annual accounts 2016/17 were distributed and accepted

The Parish Council also discussed the Financial Services Compensation Scheme (£75,000 limit of protection) and the possibility of moving some money to another bank or building society.

It was also agreed to contact the YLCA for advice on land valuation i.e. allotments and including land on the Parish Councils asset register. CLERK

Minutes of the Skipwith Parish Council Meeting held on Monday 8<sup>th</sup> May 2017 at the Village Hall, Skipwith following the Annual Meeting

Present: Councillors Trevor Britain, Andrew Faulkes, Noel McCool, Glynnis Smith and Michael Ward  
No members of the public were present

405. Apologies – Councillor Sharon Worrall

Declarations of interest - None

406. Public Session

As no members of the public were present no public session was held

407. Reports Selby District Councillor and County Councillor

No County/District Councillors were present.

408. Minutes of Public Meeting held on 9<sup>th</sup> January 2017

The minutes of the meeting were approved as an accurate record, proposer Councillor Michael Ward and seconder Councillor Trevor Britain.

409. Minutes of Meeting held on 20<sup>th</sup> March 2017

With one amendment as listed below the minutes of the meeting were approved as an accurate record, proposer Councillor Trevor Britain and seconder Councillor Michael Ward.

397. The Chairman read out a letter (including a petition) received from Edna Cooper asking the Parish Council to revert to the original agreement and cover the cost of the floodlights around the church being illuminated all year round. (Changed from St Helen's Church to Edna Cooper)

410. Minutes of Extraordinary Meeting held on 26<sup>th</sup> April 2017

With the amendments as listed below the minutes of the meeting were approved as an accurate record, proposer Councillor Glynnis Smith and seconder Councillor Trevor Britain.

406. The Parish Council and members of the public discussed the viability of a children's play area and a member of the public expressed her disappointment in the lack of public attendance at the meeting and the apparent lack of apathy. (lack of – deleted)

Concern was also raised regarding the historic burial of livestock on the land and potential anthrax contamination and it was agreed to contact Defra for further advice. (the – changed to adjoining)

The Parish Council discussed the input so far from residents and the possibility of forming a committee to oversee the project but it was noted that the lease states that the land must remain within the Parish Council's responsibility and the project must be kept under the wing of the Parish Council to ensure that the play area is covered under the Parish Council's insurance policy and it was noted that there had been a lack of interest in forming a committee.

411. Matters Arising – No items raised

412. Village Greens/Pond

Scarrow Green

Councillor Glynnis Smith reported on the information sought regarding the use of weed killers and advised that J.A.Massey had confirmed that he does not have the relevant license for using commercial weed killer.

The Parish Council discussed the work carried out previously at the pond where the focus has been on creating a wildlife area and Councillor Noel McCool raised concern regarding a lone worker clearing out the pond.

It was agreed to speak to a couple of local farmers with regards to cutting back around the pond.

COUNCILLOR TREVOR BRITAIN

Councillor Andrew Faulkes left the meeting.

Town End Pond

It was noted that the work should ideally be carried out in early autumn and that J.A.Massey had provided a quote to clear the pond.

The Parish Council discussed the possibility of spraying the growth once it has become established and it was agreed to contact the Ouse and Derwent Drainage Board to ask for the assistance/advice.

COUNCILLORS TREVOR BRITAIN AND NOEL McCOOL

413. Allotments

Councillor Glynnis Smith advised that the allotments are all let at present with no names on the waiting list.

414. Children's Play Area

Councillor Glynnis Smith reported that she had contacted APHA (Animal and Plant Health Agency) for advice on the potential anthrax contamination and that she was still awaiting a response.

It was noted that in light of his recent resignation Tom Hill would be passing all information/documents relating to the play area onto Councillor Glynnis Smith and that Councillor Andrew Faulkes had agreed to contact Playscheme to arrange a site visit (as previously agreed at the Extraordinary Meeting 26/04).

Councillor Noel McCool spoke about the ROSPA (The Royal Society for the Prevention of Accidents) guidance for play areas and raised concern regarding the lack of information that has been passed onto Parish Council members and the clerk regarding the play area.

Councillor McCool advised that the Parish Council should await the outcome of the site visit and review any associated costs before proceeding further and it was agreed that the next steps were to await advice from APHA and to arrange and review the site meeting with Playscheme.

The clerk reported that no CIL (Community Infrastructure Levy) had been received for the period 1<sup>st</sup> October 2016 to 31<sup>st</sup> March 2017 with the next statement due in October 2017.

Newly elected County Councillor Richard Musgrave entered the meeting and a brief discussion took place regarding ongoing village issues.

#### 415. Village Sign

It was noted that the quote received for £720.00 +VAT had now been withdrawn and it was agreed that the Parish Council would approach a builder who is working locally for a quote to rebuild the sign. COUNCILLOR GLYNNIS SMITH

#### 416. Refurbishment of benches

The clerk reported that she had spoken to Alex Mortimer who had agreed to look at the benches and provide a quote by the end of the week.

Resolved to circulate the quote to all members once received. CLERK

#### 417. Request for floodlighting St Helen's all year

Councillor Glynnis Smith advised that she had received a further letter and petition from Edna Cooper requesting that the floodlights are on all year round.

Councillor Smith also read out correspondence received from Chris Cooper advising that as requested he had asked the views of the Skipwith PCC regarding the petition by residents and following a vote the PCC were in favour of the request provided that Skipwith PCC are not expected to cover the costs above the estimation provided by Edna Cooper of £300.00 per annum.

It was noted that a lot of money is going to be needed in the future for the fabrication of the church and it was agreed that any decision would be deferred until November when the Parish Council will be considering their budget for 2017/2018.

Agreed to send letter to Edna Cooper advising of the Parish Councils decision.

COUNCILLOR GLYNNIS SMITH/CLERK

#### 418. Appointment of "The Poor Estate" Charity/Skipwith Benefactors Fund Trustees

The Parish Council discussed the update received and it was agreed to contact the two current trustees appointed by Skipwith Parish Council to ask if they would be happy to continue for a further twelve months. COUNCILLOR GLYNNIS SMITH

It was also noted that the Parish Council can furnish the charity with the names of possible beneficiaries at any time.

#### 419. Commemorative Plaque

The Parish Council agreed the wording for the plaque which is to be ordered and passed onto Councillor Glynnis Smith. CLERK

The Parish Council discussed the idea of the plaque dedication being tied into a small village event such as a strawberry tea and it was agreed to look into this further. COUNCILLOR GLYNNIS SMITH

#### 420. Correspondence

##### a) North Duffield and Skipwith Luncheon Club Donation Request

A query was raised regarding how many residents of Skipwith attend the luncheon club and it was agreed to defer to the July meeting to allow further enquiries to be made.

COUNCILLOR MICHAEL WARD

##### b) North Duffield Community Primary School Donation Request

A letter of thanks for the donation towards their Christingle Service was noted.

##### c) Church Floodlights Switch

It was agreed that as the current switch is working correctly no action will be taken until it stops working and the Parish Council will then look at replacing it.

#### 421. Planning

Planning Applications Received: - NIL

Planning Applications Granted: - NIL

#### 422. Finance

Payment agreed 26/04 & raised between meetings

Selby District Council (Planning Application Fee) £97.0

Payments agreed

Clerk's Salary £ As Agreed

Clerk's Expenses £18.03

HMRC £46.12

NYCC Temporary Vehicle Activated Sign Deployment £1050.00

YLCA (Subscription) £120.00

Cameo Engraving (Commemorative Plaque) £52.00

Income

HMRC (VAT Refund) £148.43 – Remainder of VAT paid in year ending 31/03/2017

Allotment Monies

Receipt of £60.00 was noted, to be deposited with the Yorkshire Bank. CLERK

Parish Council Insurance Renewal

The renewal premium of £533.36 (Long-term agreement which expires on 31<sup>st</sup> May 2018) was agreed and a cheque signed

a) Annual Governance Statement 2016/17

The Annual Governance Statement 2016/17 was accepted and signed off by the Chairman.

b) Accounting Statement 2016/17

The Accounting Statement 2016/17 was accepted and signed off by the Chairman.

423. Clerk's Report

The clerk advised that she had contacted Selby District Council to commence the co-option procedure. Selby District Council will confirm after the 24<sup>th</sup> May if an election has been called or if the Parish Council can co-opt to fill the vacancy.

It was noted that the clerk had received a report of a street light intermittently flickering next to Holly Tree House. Councillor Noel McCool reported a further two lights out and it was agreed to report all three lights to L.A.W Electrical. CLERK

North House Farm

Correspondence received from Jennifer Hubbard (Planning Consultant) was discussed and it was agreed that a public meeting would be arranged for Wednesday 17<sup>th</sup> May to discuss the revised plans and for the planning consultant to explain how the scheme has evolved.

It was agreed that Councillor Glynnis Smith would produce a flyer which Councillor Noel McCool would distribute to all residents in the village.

Red House Farm

Correspondence received from Jennifer Hubbard regarding Red House Farm was also discussed and it was agreed that a further public meeting would be arranged once the plans have been submitted to Selby District Council.

424. Representatives Reports

Councillor Noel McCool advised that in the last month Yorkshire Water have spent twelve days working on the pumping station at Westfields so issues are still ongoing. Agreed to contact Anita Ledger (Yorkshire Water) to request information regarding the work being carried out. CLERK

425. Agenda items for next meeting

Public Consultation

Draft Minutes

Commemorative Plaque Dedication

426. Date for next meeting – Monday 10<sup>th</sup> July at 7.30pm

