

**Skipwith Parish Council Meeting Minutes on Monday, 15<sup>th</sup> May 2023 at 8.45pm**

**Present:** Councillors Mike Ward (MW) Chairman, Sharon Worrall (SB), Kate Baxter (KB), Karen Thompson (KT), Jonathan Radway (JR), Andy Bushell (AB)

Parish Clerk: Isobel Greatrex (IG)

**Apologies:** Jeremy Gerken (JG)

<b>Item No.</b>	<b>Discussion</b>	<b>Action by</b>	<b>Due Date</b>
	MW welcomed Jonathan Radway and Andy Bushell as Skipwith's new Parish Councillors and confirmed their respective co-options.		
<b>018</b>	<b>To receive apologies and approve reasons for absence</b> Apologies were received from Councillor Jeremy Gerken and approved.		
<b>019</b>	<b>Declarations of interest not already declared under the council's Code of Conduct or members Register of Disclosable Pecuniary Interests</b> None		
<b>020</b>	<b>Public Session</b> Two members of the public were present. Cheryl Westoby asked if the Asset Register was open to the public and whether the allotment land was listed on the Register. IG confirmed that anyone could request access to the Register and that the allotment land was included. She continued by asking if the precept raised for this financial year would impact the Parish Council's AGAR exemption next year. MW confirmed the amount would be treated as income and therefore could potentially impact the exemption, dependent on total income received. As there were three new Councillors Cheryl wished to provide a summary of the speeding issues in the village and whilst she acknowledged Highways had said there was nothing more they were prepared to do, she could not accept this was the end of any further action regarding the Skipwith/North Duffield junction. She asked if the PC would install speed rods again to ascertain actual vehicle speeds. MW replied that unfortunately, previous speed rods had not confirmed there was a speed issue. However, in the Chairman's report he had confirmed speeding remained a concern. SW explained that the public can report speeding incidents to the police online. Cheryl informed the PC that she had looked in to conducting community speed checks and had been advised that an initial assessment needed to be carried out before any checks could go ahead, after which, training would need to be provided. She asked if the speeding issue could be placed on the agenda again.		
<b>021</b>	<b>Minutes of the meeting held on 6<sup>th</sup> March 2023</b> were approved by members of the PC as a true and accurate record. KB proposed and KT seconded.		

022	<p><b>North Yorkshire Councillor Report</b> There was nothing to report from John Cattnach.</p>		
023 023.1	<p><b>Information on the following ongoing issues and to decide further action where necessary:</b></p> <p><b>Recreation Area</b> MW confirmed the land had now been fenced off, with the addition of a wire fence too, where he believed some trees would be planted. A double gate had been installed to ensure accessibility for mowing machines. He noted that the shape of the land did not match the planning application, although the measurement had been carried out by Stephenson's so the square footage should be similar. It may be because the trees alongside the road may have been problematic for the pedestrian access to be installed. Since the last meeting MW had received a quote of £4,000 plus VAT to install the pedestrian access. As it was over £1,000 the PC needed to obtain a further two quotes before deciding. AB volunteered to get a quote and IG was to contact York Landscapes, along with asking if they would be able to cut the grass in the area. KB volunteered to contact Richard Robinson (a previous contact) regarding the cost and provision of three benches. JR suggested the PC should consider the provision of a litter bin.</p>	AB, IG  KB	Asap  Asap
023.2	<p><b>Allotments</b></p> <p><b>Water Supply</b> MW informed the PC that his Yorkshire Water contact had confirmed that the Community Fund was no longer available. However, a member of public volunteered to look into the matter as he worked for Yorkshire Water.  The PC had received some correspondence from one of the allotment holders, expressing her concern that the tree canopy above her shed and water butts was significantly reducing her ability to gather water and had suggested she employed someone to cut down the branches and charge the invoice to the PC. After some discussion, it was agreed that the trees nor the shed were the PC's responsibilities, and it was not obliged to bear any financial responsibility. However, it would inform the allotment holder there was no restriction for her to intervene.</p> <p><b>Availability</b> MW informed the members that previously there had not been a need for a waiting list for plots but recently he had received further expressions of interest. To this end, there was a piece of land at the end of the allotments which could be rented but it was currently in a mess, with no access. The PC agreed that MW could approach a contact to plough the piece of land, provide access and to create a bridge over the ditch, which would enable the plot to be used.</p>	Member of Public/IG  IG  MW	Asap  Asap  Asap
023.3	<p><b>Civility and Respect Project</b> IG confirmed that the PC had now received a certificate to confirm its pledge and for MW to sign off.</p>		

023.4	<p><b>Bus Shelter Ownership</b> Please see Annual Meeting agenda item 010. Whilst the ownership of the bus shelter is still to be confirmed, the PC agreed that the tiles on the roof were in need of urgent repair. MW volunteered to contact a contractor to resolve the issue.</p>	MW	Asap
023.5	<p><b>Round Up Editorial</b> It was agreed that, at the moment, there were no particular items of interest to place in the next Round Up issue. Should anything crop up, it was noted that the deadline for submission was 16<sup>th</sup> June.</p>		
023.6	<p><b>Notice Boards</b> The Parish Council notice board in Main Street was in a poor state and not able to be refurbished. It was agreed to obtain some quotes for a new one. The notice board stands on the village green may be rotting. It was agreed to monitor this as it was still stable.</p>	IG	By 3 <sup>rd</sup> July
024	<p><b>Planning</b> MW confirmed that the PC had no objections to 8, Fallow Way's planning application for an orangery. He understood that permission had now been granted.</p>		
025 025.1	<p><b>Matters Requested by Councillors</b> Duke of Edinburgh Award Invigilation (MW) Following contact with the participant, no response had been made.</p>		
026 026.1 026.1.1 026.1.2 026.1.3  Late Invoices	<p><b>Financial Matters</b> <u>The following accounts for payment were approved:</u> YLCA membership fee - £135 City of York Council – No.18 evening bus service support - £175.90 Gallagher Insurance premium - £1,616.45. It was agreed to investigate further as the premium had more than doubled compared to last year's. Npower – electricity bill - £320.39 Yorkshire Landscapes Ltd – grass cutting for April - £264 King's Coronation expenses - £38.20 SW proposed and AB seconded the above payments (except for Gallagher)</p> <p>MW reflected that the Coronation event had been well executed, noting the overall expenditure was markedly reduced when compared to similar past events and acknowledged joint working and involvement of some PC members with Village Hall representatives to support this public event.</p>	IG	Before 1 <sup>st</sup> June

<p><b>026.2</b> <b>026.3</b> <b>026.4</b></p>	<p>IG confirmed the VAT claim for 2022/23 would be c.£930  IG confirmed the PC had received £5,000 for the precept, with the remaining £5,000 due September  IG informed the PC that she had been contacted by the County Council that the PC could claim for financial support for the village grass cutting, which could be backdated for the last four years, totalling £586.76, as it had sent the claim forms to the incorrect email address.  IG noted that the grass verge opposite the pond and attached to Mulberry Way had not been cut since one of the householders had moved out. It was agreed that the residents should be contacted to enquire if any of the other householders would volunteer to take over from him.</p>	<p>IG</p>	<p>Asap</p>
<p><b>027</b> <b>027.1</b></p>	<p><b>Correspondence</b>  Allotment trees (Glynnis Smith)  Please see item 023.2</p>		
<p><b>028</b></p>	<p><b>Matters for Inclusion on the Agenda for the Next Meeting</b></p> <ul style="list-style-type: none"> <li>• Recreation Area</li> <li>• Allotment Water Supply/Availability</li> <li>• Bus Shelter Ownership</li> <li>• Pond Clearance</li> <li>• Speeding</li> <li>• Items for Round Up and Facebook</li> </ul>		
	<p>Meeting closed at 10.25pm.  <b>The next PC meeting will be on Monday, 3<sup>rd</sup> July at 8.00pm.</b></p>		