

**Minutes of Skipwith Parish Council Meeting held on Monday 20th March 2017 at the Village Hall,
Skipwith commencing at 7.30pm.**

Present: Councillors Trevor Britain, Andrew Faulkes, Tom Hill, Glynnis Smith and Michael Ward
Richard Musgrave (Selby District Council)
Six members of public were also present

383. Election of Chairman

It was agreed that Councillor Glynnis Smith would remain as Chairman until the May 2017 meeting.

384. Apologies – All members present

Declarations of interest: None

385. Public Session

As no members of the public wished to speak no public session was held.

386. Co-option for the Vacancy of Councillor (2 positions)

It was noted that two applications had been received for the two vacant positions.

It was proposed by Councillor Tom Hill, seconded by Councillor Andrew Faulkes and unanimously agreed that Mr Noel McCool would be co-opted as a member of Skipwith Parish Council.

It was proposed by Councillor Trevor Britain, seconded by Councillor Tom Hill and unanimously agreed that Sharon Worrall would be co-opted as a member of Skipwith Parish Council.

Both newly co-opted members signed their Declaration of Acceptance of Office of Councillor.

387. Reports Selby District Councillor and County Councillor – District Councillor Liz Casling was not present at the meeting.

388. Minutes of Meeting held on 14th November 2016

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

389. Minutes of Public Meeting held on 9th January 2017

The clerk was asked to make some additions to the minutes and circulate to members for approval.

390. Matters Arising – No items raised

397. Request for floodlighting St Helen's all year (Item brought forward with the agreement of the Parish Council to allow members of the Church who were present at the meeting to speak)

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.

The Parish Council discussed the background to the decision to only have the floodlights on for the Christmas and Easter periods, the potential additional costs that would be involved including additional maintenance and concern regarding the potential for light pollution.

It was noted that the request had come from village residents not from the church and it was agreed to defer any decision until the May meeting so all options could be explored further and the Parochial Church Council could be fully consulted.

391. Village Greens/Pond

The clerk reported on the suggestion and quote received from J.A.Massey with regards to clearing the pond and it was noted that one further quote had been received from York Landscapes. The Parish Council discussed the state of both ponds, the work required and the use of weed killers and it was agreed to make further enquiries with J.A.Massey.

CLERK

It was also agreed to seek further advice from the Environment Agency.

COUNCILLOR GLYNNIS SMITH

The clerk reported that she had made enquires with Drax regarding assistance with the village pond clearance and it was noted that a small amount of money is currently available each month from their Community Fund to help improve local communities.

392. Commemorative Plaque

The Parish Council discussed the available sizes and costs of the plaque and it was agreed to purchase a 6x4 plaque for Mr Geoff Eastwood. It was also suggested that the Parish Council should also purchase a commemorative plaque for Mr Roy Dixon and it was agreed to make further enquiries before placing the order.

COUNCILLOR ANDREW FAULKES

393. Allotments

Councillor Glynnis Smith advised that the rent is now due and that there had been no increase in the rent for 2017.

394. Children's Play Area

Councillor Tom Hill gave an update on the progress of the play area and it was noted that the layout was still to be agreed and submitted to Selby District Council. The Parish Council discussed the funding options for the play area and the possibility of setting up a management committee to take this forward and apply for any available grants.

It was proposed by Councillor Andrew Faulkes, seconded by Councillor Michael Ward and agreed to submit the planning application for the layout and fencing to Selby District Council before looking further at the options available.

The clerk read out a letter received from Selby District Council advising that they are currently preparing statements to inform each Parish of the amount of Community Infrastructure Levy available (if any).

395. Village Sign

It was noted that one quote for £720.00 + VAT had been received to rebuild the demolished brick village sign but as this was higher than anticipated no further decision has been made at present.

396. Refurbishment of benches

It was noted that the clerk had chased Alex Mortimer for a quote to carry out the work required which she hoped to have by the end of the week although due to workload he would not be able to start the work for at least another month.

It was agreed to obtain further quotes to be discussed and agreed at the May meeting.

CLERK

398. Correspondence

a) Selby District Council Chairman's Charity Donation Request

It was unanimously agreed that no donation would be given.

b) North Duffield Community Primary School Donation Request

The request for a donation towards their Christingle Service was discussed and the Parish Council agreed to a contribution of £150.00.

c) Church Floodlights Switch

It was agreed to defer until the May meeting to allow for further investigation regarding cost.

d) Energy Advice for Eastern CEF Villages

The clerk read out correspondence received from Kate Urwin – Yorkshire Energy Doctor advising that they are able to run free energy advice sessions to advise residents on anything to do with energy and water bills etc. thanks to funding from the Eastern Community Engagement Forum (CEF). It was agreed to liaise with Edna Cooper - Village Hall Committee regarding suitability and available dates.

CLERK

e) Battle's Over – A Nation's Tribute 11th November 2018

The clerk read out correspondence received advising that in commemoration of 100 years remembrance a chain of 1,000 beacons will be lit at 7pm on the 11th November 2018. It was noted that so far 320 Town and Parish Councils have confirmed their involvement and the organiser is seeking confirmation if the Parish Council want to participate by lighting a beacon/bonfire beacon. It was unanimously agreed that the Parish Council would not participate in the event.

f) Update on "The Poor's Estate" charity

Councillor Glynnis Smith read out the update received and it was agreed that members would approach anyone that they believe may benefit from the charity. It was also noted that Skipwith Parish Council should appoint two trustees and it was agreed to put this on the May agenda.

399. Planning

Planning Applications Received: - NIL

Planning Application Granted:-

2015/0967/FUL – Solar farm and associated development on land at Redmoor Farm, Skipwith Common Road, North Duffield.

North House Farm Development

As no further information had been received it was agreed to contact the planning officer to request an update.

CLERK

400. Finance

Payments agreed 09/01 & raised between meetings

Clerk's Salary £ As Agreed

HMRC £46.12

J.A Massey (Grass Cutting) £1165.00

L.A.W Electrical (Street Lighting Repairs) £500.09

Skipwith Village Hall (Rent) £90.00

Payments to be agreed

Clerk's Salary £ As Agreed

HMRC £46.12

Income

NYCC Grass Cutting Contribution £125.74

It was also noted that the clerk had submitted a further VAT claim for £148.43 (remainder of VAT paid in year ending 31/03/2017)

Grass Cutting Contract

The quote for 2017 received from J.A.Massey was discussed, proposed by Councillor Michael Ward, seconded by Councillor Noel McCool and unanimously agreed.

Appointment of Internal Auditor

It was agreed to approach Cheryl Westoby regarding carrying out the internal audit.

CLERK

Auditor Appointments for Smaller Authorities for 2017/18 to 2021/22

The clerk read out correspondence received from YLCA advising that following a successful procurement PKF Littlejohn have been appointed as the external auditor for all Parish and Town Councils in North, South and West Yorkshire for 2017/18 to 2021/22.

Skipton Building Society Financial Services Compensation – Receipt of letter was noted.

Skipton Building Society – Change of Interest Rate

The change of interest rate from 1% to 0.8% was considered by the Parish Council and it was agreed that this was acceptable.

401. Clerk's Report

Correspondence not listed on the agenda:-

Clerk & Councils Direct Newsletter

Selby AVS Newsletter

Letter from resident regarding Westfield Pumping Station

It was noted that a letter had been received advising that the problems associated with the pumping station had reoccurred as the resident had been woken at 5.45am by a tanker pumping at the station.

The clerk reported that she had taken this up with Anita Ledger (Yorkshire Water Case Manager) who advised that an alarm had been raised at 3.30am as one of the ejectors had failed so a tanker was sent to tanker a load and do some emergency repair work and gave assurances that tankers will not be sent during the night/early morning unless in the event of an emergency.

Reply received from Mark Lumby (Highways) regarding the drainage situation at Skipwith (as below):-

“Mark has been out on site with Luis Alpalhao who is the new Maintenance Manager and confirmed that all the surface water gullies fronting the row of semi-detached houses past the Church are running and have the correct outfall level in the chambers which given the recent rainfall indicates they are all good runners.

He also advised that he has covered this area for the past 18 years and to the best of his knowledge can confirm that NYCC haven't altered any drainage connections in that time.

As for where the surface water which is breaching the foul sewer, he has no idea and said the only way to find out is by Yorkshire Water having it CCTV'd to establish the origin of all connections.

The Highways Selby Area office has forwarded their report to Anita Ledger at Y/Water.”

It was also noted that Anita Ledger had confirmed that Highways did report back and that Y/Water have already CCTV'd the foul sewer and although there is some infiltration of surface water from individuals this is not significant enough for them to take action.

Letter from resident regarding parking outside Holly View

It was noted that a letter had been received regarding cars parking on the grass verge which is causing damage to the verge and problems for passing agricultural vehicles. The lack of car parking facilities was discussed and it was agreed to write to Selby District Council expressing the concerns raised and to request that they look at providing dedicated parking spaces for the residents of Holly View (cc Richard Musgrave – Selby District Council).

COUNCILLOR GLYNNIS SMITH

402. Representatives Reports

Richard Musgrave (Selby District Council Executive Member and Lead Councillor for Housing, Leisure, Health and Culture introduced himself and the Parish Council raised issues of concern with him including speeding and planning.

It was noted that the Chairman and clerk would be attending a planning training session being held by Selby District Council on Monday 10th April.

403. Agenda items for the next meeting

Request for floodlighting St Helen's all year

Church Floodlights Switch

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

Accounts for 2016/2017

Parish Council Accounts Audit

404. Date for next meeting – Monday 8th May Annual Parish Meeting at 7pm followed by the Annual Meeting of the Council and the Parish Council Meeting