

EARSWICK PARISH COUNCIL

Minutes of the meeting of Earswick Parish Council, held in Earswick Village Hall on Monday 11th February 2013.

Councillors Present: D Jones
S Wiseman
P Leveson
G Offler
K Pace

Parish Clerk: J Fisher

Members of the Public Present:- I Jones, J Gambold

1. Apologies for Absence

Ward Councillor Doughty

2. Declarations of Interest

None

3. Minutes of Previous Meeting.

Minutes for the Parish Council Meeting on 14th January 2013 were approved as accurate records by the Councillors and signed.

4. Members of the Public.

Comments were received from members of the public on the following issues:-

- The City of York Council's (CYC) proposal to reduce the opening time of Towthorpe Tip. Concern was expressed as to how community garden teams would dispose of green bin waste. It was suggested any objections to the reduction of opening times should be sent to James Alexander and David Levine.
- Thanks were given by the Scented Garden Committee for the ordering of a new shed for the Scented Garden, and for the Parish Council's contribution towards a new arbour.
- Concern was expressed at the level of dog fouling in Earswick.

5. Ward Councillor's Report

- Cllr Wiseman reported there was to be a Cabinet meeting of CYC on 12th February at which budget proposals were to be discussed. This included the proposal to reduce the opening times of Towthorpe Tip.

- Andrew Flecknor, Electoral Services Manager at CYC, was expected to announce no change to the number of Wards, which currently stands at forty-seven.
- Cllrs Wiseman and Doughty are planning to hold future meetings with 'interested parties' in their Ward villages. These will include members of the public, Parish Councils, the Police and Environmental Officers.

6. Clerks Report

a. The ongoing action tracker was reviewed and it was noted that:-

i) The Vehicle Activated Sign was installed in January.

ii) The Clerk is awaiting a reply from Mr McTurk, Internal Auditor, as to whether or not he is satisfied with the latest response from Zurich Insurance regarding insurance coverage of the Village Hall.

Action: JF

(iii) The Clerk has purchased a Parish Council (PC) laptop, PC World Premier care plan for three years, PC World set-up and show-how package, back-up storage, mouse, and laptop case. The Clerk has not yet purchased the software (Microsoft Office Professional) because there is a new version coming out in May so she felt it would be prudent to purchase the latest copy then and, also, avoid changeover at the year end.

Action: JF

(iv) Lock House Lane (LHL) and Village Hall (VH) car parks:

- The Speed hump at the LHL car park has been replaced. The right hand side of the hump has come loose but LJD Construction is going to remedy this.

- The LHL lockable post has been installed. However, Richard Hoyland from the Highways Authority informed the Parish Council (PC) last week that it should have sought approval for Right of Way. The PC has decided to delay putting up signs and key boxes, and will put a hold on operation of the lockable post until this matter is resolved. The Clerk has informed affected residents. The PC asked the Clerk to arrange a site meeting with Mr Hoyland to discuss the best way forward.

Action: JF

- Cllr Wiseman reported that she had found drugs in the LHL car park and had reported the matter to the police. The Clerk was asked to email the police and arrange for them to contact Cllr Wiseman to discuss the matter and obtain an incident number.

Action: JF/SW

- A quote of £64.20 (incl VAT) to produce three signs to display the opening times of the LHL and VH car parks was approved. The car parks will be closed 9pm – 8am during British Summer Time, and 7pm to 8am during the Winter.

Action: SW

- Parking bollards and lockable posts have been installed at the VH car park. Cllr Leveson agreed to do a risk assessment of the VH car park.

Action: PL

- Keys for the LHL and VH car park posts were discussed. It was agreed there was no need for extra keys. There would be one key in each key safe, which will be opened via a combination code, to be set by the PC. Mrs Jenny Cook and Cllr Jones will hold one key each. The Clerk will hold the remaining two. Cllr Jones will organise the installation of the VH key safe.

Action: DJ

- The Clerk had been notified of a number of grasscrete blocks which had come loose in the LHL car park. A quote of £135 to repair/replace them had been supplied by LJD Construction which was approved by the PC.

Action: JF

- It was reported that a resident's laurel hedge is overhanging the entrance to the LHL car park. As this is a public right of way, the PC asked the Clerk to write to the owners and ask them to cut back this hedge.

Action: JF

(v) The Clerk reported that the shed for the Scented Garden was on order and that Mrs Irene Jones from the Scented Garden Committee was going to take delivery at the VH. Andy Hill was on standby for removal of the old shed and installation of the new.

(vi) A. Hill has quoted £96 to clean the flagstones in the Scented Garden. The outside tap was located and the PC agreed to proceed, having approved up to £150 (excl Vat) at the meeting on 10.12.12.

Action: JF

(vii) The Clerk has instructed Mr Whittaker to repair the LHL barrier and to 'cuprinol' the LHL and VH fencing at a total cost of £125. He expected to repair the fence w/c 18.2.13.

(viii) Mr A. Hill has been instructed to carry out one administration of weed kill around the pond area in March at a cost of £30 + VAT. Cllrs Offler & Pace are still investigating the cost of hiring a digger.

Action: KP/GO

(ix) The Neighbourhood Watch group was asked if anyone would be prepared to volunteer as snow wardens. There was no response so the PC agreed no further action.

(x) The Clerk is awaiting the findings of the Planning Dept. regarding the PC's query on adherence to building plans at 12 Whitelands.

(xi) Richard Hoyland is going to arrange repair of the kick board on the Landing Lane bridge across the River Foss.

(xii) Cllr Jones is in the process of updating the Parish Plan Action Plan on the website.

(xiii) The Clerk had written to the Footpaths Officer to request repair to the Diamond Wood kissing gate and stile. Richard Hoyland felt no work was necessary. Cllrs will speak to Mr Hoyland when he visits to discuss the LHL car park.

Action: All

(xiv) The Clerk has instructed A. Hill to contact Cllrs Offler or Wiseman before he cuts the grass in Diamond Wood.

(xv) The Clerk had spoken to Mr Whittaker on revarnishing, and repairing the locks, of the Earswick notice boards. He felt it was very difficult to give a quote and depended to what level the PC wanted them repaired. He felt the PC might want to approach a carpenter. It was agreed Cllr Wiseman will ask Andy Triffit for individual quotes for each notice board. **Action:SW**

(xvi) Richard Hoyland emailed the Clerk to say he felt no maintenance of the gate leading to the footbridge at the end of The Village was needed. The PC felt it would be acceptable for volunteers to use WD40 on the gate's mechanism.

The Clerk reported receipt of a letter from the Boundary Commission for England which has ceased working on the 2013 review, as a result of the Electoral Registration and Administration Act 2013 receiving Royal Assent. The next Parliamentary constituency boundary review has been postponed until 2018.

b. The following pre authorised payments have been made since the last Parish Council meeting:-

- Mrs Fisher's salary for January;
- £180 (incl VAT) to A. Hill for removing debris;
- £200 to Parish Websites Ltd;
- £24 to British Gas;
- £115 to YLCA for training costs;
- £475 to LJD Construction Services for lockable posts & speed hump (LHL);
- £369 to LJD Construction Services for lockable posts & bollards (VH);
- £2596 to City of York Council for Vehicle Activated Sign;
- £66.15 to Cllr Offler, reimbursement for key safes;
- £211.98 (incl VAT) to MKM B.S (York) LTD for Scented Garden (SG) arbour;
- £374.10 (incl VAT) to Shedstore for SG shed;
- £718.99 (incl VAT) to J. Fisher, reimbursement for PC laptop & associated costs;
- £59.99 (incl VAT) to J Fisher, reimbursement for back-up storage;
- £15.20 to J Fisher for stationery;
- £65 to M Whittaker for tennis lock, VH barrier & stepping stone bolts.

The Clerk reported that £369.09 double taxation rebate had been received.

The following payment was authorised:

- £20 to Cllr Pace for compost.

7. Planning Applications

The following planning applications were dealt with by the clerk using delegated powers:

- application 12/03605/FUL 22 The Village (two storey and single storey rear extension including raising ridge of main house);

- application 13/00028/FUL 9 Northlands Ave (installation of rooflight to rear (retrospective));
- application 13/00057/FUL 1 Ilford Close (single storey side extension linking garage to dwelling);

The Clerk reported that CYC had approved the following planning applications:

- application 12/03634/FUL 31 Earswick Chase (single storey rear extension);
- application 12/03182/FUL 8 Rowley Court (single storey side extensions and porch to front (resubmission)).

8. Monthly Equipment Check

Councillors agreed no action was required on playground equipment.

9. Grit, grit bins and gritting of footpaths

Mr A. Hill has given the Clerk a verbal quote of £300 plus VAT (including grit) to grit all the footpaths in Earswick. The PC decided this was too expensive and decided on no further action.

The PC approved an extra tonne of grit at a cost of £130+VAT. **Action: JF**

The PC approved the purchase of an additional grit bin for Northlands up to the value of £200 (excl VAT). **Action: JF**

10. Earswick Parish Guide

The merits of a Parish Guide were discussed and the PC agreed a simplified version may be useful to residents. Cllrs Wiseman and Leveson agreed to produce a guide. **Action: SW/PL**

11. Framing Letters and Certificates

The PC agreed to obtain a quote for a new frame to hold various certificates. **Action: PL**

12. Weed Kill of Pond Area

The PC approved an application of weedkill to the pond area (for May), in addition to the one approved in January 2013 (for March), at a cost of £36 (incl VAT). **Action: JF**

13. Energy Co-operative

The PC agreed to forward a resident's email regarding the creation of an Energy Co-operative onto Cllr Merrett. **Action: JF**

14. Clearing Moss in Scented Garden (SG) Grass

The PC approved a verbal quote of £27 (excl VAT) to Mr R Warriner to clear the moss in the SG grass. **Action: JF**

15. Dog Fouling

Russell Stone from York City Council had replied to the Clerk to say there are no resources to empty any further dog bins should the PC buy a new one.

Cllr Pace had since spoken to him and he is going to give further consideration to the small amount of additional resource the PC estimates would be necessary to empty an additional bin. He is also going to look at signage in Earswick. In the meantime, it was agreed the PC would put up its own signs against dog fouling. **Action: KP/SW**

16. Newsletter

A number of items for the Newsletter were discussed. The Newsletter will be published after the 28th February but before the 17th March to accommodate various events. **Action: DJ**

17. Removal of Climbing Weed on River Path Hedge

The PC agreed to see how much of the weed was removed when the hedge which runs between the two bridges is cut this spring, by M Harland, before any further action is decided. The Clerk was asked to obtain two quotes, from Mr A. Hill and Mr M Harland, to weed kill under the hedge. **Action: JF**

18. Flood Damage to River Bank

The PC asked the Clerk to write to the Drainage Board to raise its concerns regarding the poor state of the banking on both sides of the river, and to ask what action they propose and when it is likely to be taken. **Action: JF**

19. Signatory List

The PC resolved to have Cllr Gill Offler added to the signatory list to authorise payments. **Action: JF/GO**

20. Items for Information

Pot holes were reported as a problem along The Village. Cllr Wiseman agreed to address the matter. **Action: SW**

Cllr Leveson attended a recent YLCA meeting. She reported that there is an e-planning meeting on March 13th. Also, e-banking for Parish Councils is under consideration.

It was reported double taxation rebates should be made again at the same time next year.

The meeting closed at 9.20pm

Joanne Fisher
Parish Clerk

Signed.....

Date.....