

## EARSWICK PARISH COUNCIL

Minutes of the meeting of Earswick Parish Council held in Earswick Village Hall on Monday 14<sup>th</sup> January 2013.

**Councillors Present:** D Jones  
S Wiseman  
P Leveson  
G Offler

**Parish Clerk:** J Fisher

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

### 1. Apologies for Absence

Ward Councillor Doughty, Councillor Pace.

### 2. Declarations of Interest

None

### 3. Minutes of Previous Meeting.

Minutes for the Parish Council Meeting on 10<sup>th</sup> December 2012 were approved as accurate records by the Councillors and signed.

### 4. Members of the Public.

Comments were received from Members of the public concerning the following issues:-

- Gritting of footpaths, particularly along The Village. Councillors asked the Clerk to obtain a quote from A. Hill to grit all the footpaths in Earswick, and to add the matter to the agenda for the next meeting. **Action: JF**

The possibility of establishing volunteers, or 'snow wardens', to grit paths was discussed. Councillors wondered if Neighbourhood Watch volunteers may be interested in becoming snow wardens. It was agreed Councillor Leveson will enquire. **Action PL**

- Arbours for the Scented Garden. These are due to be ordered. It was reported the Ward Committee will order and pay for one. The Scented Garden Committee will order the second one and pass the invoice to the Clerk.

### 5. Ward Councillor's Report

- Councillor Wiseman reported that a decision has not yet been made as to whether or not Ward boundaries will remain the same. However, she has

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consulted Andrew Flecknor at City of York Council (CYC) and it is felt unlikely that the Strensall Ward boundary will change.

- Councillor Wiseman went on to report that York Local Authority is to benefit from a 10% increase in public health funding for 2013/14 and 2014/15.
- There is to be a meeting, chaired by Railfuture, on the proposal of a railway station in Haxby, on 20 February, at Wigginton Recreation Hall, at 7.30pm.
- The Community Action Report has been circulated to all Earswick Parish Councillors, and Councillor Wiseman would welcome any comments.

## 6. Clerks Report

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

(i) The Clerk emailed CYC on 9.1.13 for an update on the Vehicle Activated Sign (VAS). The CYC in turn sent a reminder to the Co. supplying and installing the VAS. CYC will update the Clerk as soon as a reply is received.

(ii) The Clerk has emailed Zurich Insurance to seek further clarification of insurance coverage of the Village Hall, as per the request of Mr McTurk , Internal Auditor. **Action: JF**

(iii) The Clerk produced costings for a Parish Council (PC) laptop, Microsoft Office Professional software, PC World Premier care plan for three years, PC World set-up and show-how costs, back-up storage, mouse, and laptop case. In addition to providing the Clerk with up-to date and transferable equipment, the PC felt there was likely to be a future need to display planning applications, using a laptop, at Parish Council meetings. The PC agreed to expenditure of £1,000 plus VAT, in total, to cover purchase of a laptop, software and associated expenditure previously outlined. **Action: JF**

(iv) The cobbled planters have been built under the Earswick signs.

(v) Three lockable posts for the Lock House Lane (LHL) and Village Hall (VH) car parks were ordered from Shelterstore on 24<sup>th</sup> December. Delivery is expected on 16.1.13. LJD Construction plan to install these posts the same week.

LJD Construction has been instructed to replace the speed hump at the entrance to the LHL car park, and to supply and install one concrete post at the VH car park. Work commenced 14.1.13. The PC discussed the need for an additional concrete post at the VH car park and agreed additional expenditure of £119.50. **Action: JF**

Cllr Offler had investigated key safes for the lockable posts' keys, and brought a sample to the meeting. The PC agreed Cllr Offler should purchase two key safes at a cost of £70. The Clerk reported receipt of an email from Mr R Brown in which he offered to install the LHL key safe. **Action: GO**

The Clerk passed on a message received from Cllr Pace to say verbal agreement had been received from two residents for key safes to be placed on their walls near the LHL car park. It was agreed the key safe for the VH car park should be placed next to the VH letterbox. **Action:KP/JF**

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It was agreed Cllr Wiseman would consult SignsExpress to see what size sign would be best to display car park opening times, and where the signs should be positioned. **Action: SW**

(vi) The Clerk reported that A. Hill felt he would be unable to clean the flagstones in the Scented Garden as he could not find an outside tap on the VH. It was reported that there is a pipe in position for an outside tap and that the tap was removed and stored in the VH so it was not abused. It was agreed the Clerk would inform A. Hill and ask him to quote on cleaning the flagstones. **Action: JF**

(vii) A letter had been sent to the residents at 12 Shilton Garth on 17<sup>th</sup> December outlining their and the PC's requirement to notify each other of any work to be carried out on the boundary hedge to the River Access land.

(viii) The Clerk rang Lewis Tree Surgery on 11.1.13 to see when work on the trees in the enclosed open space would commence. They are waiting for the ground to dry out/harden to ensure their machinery does not get stuck. If PC members feel ground conditions look adequate for heavy machinery then Lewis Tree Surgery are happy for them to ring.

(ix) A. Hill has cleared the three piles of vegetation – two from the pond area and one from the Lock House Lane car park.

(x) The PC's grit bins have been sprayed with a notice telling the public where the grit should be used. The Clerk used her emergency powers to pay Cllr Leveson £7.98 for spray paint.

(xi) The Clerk has informed the Burial Authority in December of change of representation from Derek Jones to Gill Offler.

(xii) The Clerk had asked Martin Whittaker to look at the fencing around the LHL car park to see what work is required, and to provide a quote. Verbally, he quoted £60 to repair the broken barrier (including replacement padlock). He felt the whole fence required a coat of Cuprinol at a cost of £50 (which includes two hours labour). For an additional £15 labour he would also do the VH car park fence. The PC approved £125 for this work. **Action: JF**

(xiii) Cllrs Pace and Offler have remedied a problem of damaged tree tubes. No further action is required.

(xiv) Cllrs Pace and Offler will investigate the costs of hiring of a digger to clear the pond area, for the next meeting. **Action: KP/GO**

(xv) The PC agreed £30 plus VAT for one weed kill around the pond area, to be administered by A. Hill. **Action: JF**

(xvi) Cllr Offler has refloated the floating platform in the pond.

(xvii) The Clerk has received the precept request form. The form was completed at the meeting with a precept request of £14,250.

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

- Mrs Fisher's salary for December;
- £36 (incl VAT) to A. Hill for installing Diamond Wood board;

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- £6.65 to Yorkshire Water;
- £100 to SLCC;
- £41.22 to Advance Fire Services (of which £2.85 plus VAT, for anti-tamper seals, was approved using the Clerk's delegated powers);
- £240 to LJD Construction Services for stone planters;
- £321.55 (incl VAT) to Shelterstore for three lockable posts;
- £7.98 to Cllr Leveson for spray paint;
- £17.64 to J Fisher for Oct training costs.

The Clerk reported that £0.56 interest had been received in the tennis account.

**The following payments were authorised:**

- £200 to Parish Websites Ltd;
- £115 to YLCA;

## **7. Planning Applications**

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

- application 12/03634/FUL 31 Earswick Chase (single storey rear extension);
- application 12/03605/FUL 22 The Village (two storey and single storey rear extension);

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

- application 12/03397/FUL 19 Earswick Chase (single storey rear extension);
- application 12/03420/FUL 2 Ilford Close (single storey side extension linking garage to dwelling);
- application 12/03182/FUL 8 Rowley Court (single storey side extensions and porch to front).

The PC asked the Clerk to write to the Planning Dept, CYC, to express its concerns that approved plans may not have been followed at 12 Whitelands.

**Action: JF**

## **8. Monthly Equipment Check**

Councillors agreed no action was required on playground equipment. Cllr Jones has asked A. Hill to cut back any branches overhanging the BMX track, in line with his contract.

It was reported that kickboard panels on the Landing Lane Bridge (Haxby side) were damaged. The problem had been reported to the Footpaths Officer, Alison Newbold, at CYC, in October. The PC asked the Clerk to write to the Footpaths Officer and remind her that remedial action is required.

**Action: JF**

## **9. Scented Garden Shed**

The PC received a quote of £384.10 for a new shed. The PC was told A. Hill had quoted £150 plus VAT to remove the old shed and install a new one.

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The PC approved £565 in total for purchase of the shed, removal of the old shed and installation costs. It approved up to a further £40 for a padlock.

**Action: JF**

#### **10. Compost for Cobbled Planters**

The PC approved £20 to Cllr Pace to fill the Earswick planters with compost. Irene Jones agreed to speak to Cllr Pace about the supply of plants to go in the planters.

#### **11. Parish Plan Action Plan**

The Action Plan was discussed and amendments, to be updated on the website, were agreed.

**Action: DJ**

#### **12. Training for Cllr Offler**

Training costs of £115 were approved.

#### **13. Kissing Gate and Stile in Diamond Wood**

It was reported that the kissing gate and stile in Diamond Wood were in a poor state of repair. As these are the responsibility of the Footpaths Officer, Alison Newbold, at CYC, the Clerk will write and ask her to remedy the situation.

**Action: JF**

#### **14. Grass Cutting in and around Diamond Wood**

Two cuts were included in the budget figures approved on 10<sup>th</sup> December 2012. Any further cutting will need approval on an individual basis throughout the year. It was agreed the Clerk will ask A. Hill to contact Cllr Offler (or Cllr Wiseman in her absence) prior to any work being carried out in Diamond Wood.

**Action: JF**

#### **15. Dog Fouling**

The need for a dog bin near the kissing gate in Diamond Wood was discussed. It was agreed the Clerk will provide costings for a dog bin, and will contact CYC to determine the cost of emptying this bin should the PC agree to purchase one.

**Action: JF**

#### **16. Earswick Notice Boards**

It was agreed the Clerk would obtain a quote from M Whittaker on revarnishing, and replacing the locks on, the Earswick notice boards.

**Action: JF**

#### **17. Gate leading to the footbridge at the end of The Village**

It was reported that the opening mechanism on this gate is broken. Again, this is the responsibility of the Footpaths Officer at the CYC. The Clerk will include a request for repair to this gate when she writes to the Footpaths Officer.

**Action: JF**

#### **18. Items for Information**

- It was reported the Drainage Board will be digging out parts of the Foss in the near future.

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- Burial Authority meetings have been changed from Friday to Thursday evenings. If Cllrs Offler or Leveson are unable to attend a meeting then the Clerk can use delegated powers to send another representative from the PC. It was reported that residents in the Earswick Parish are able to purchase a burial plot from Huntington Burial Authority at a discount. This message will be included in the next Newsletter. **Action: DJ**

The meeting closed at 9.20pm

Joanne Fisher  
Parish Clerk

Signed.....

Date.....