

EARSWICK PARISH COUNCIL

Minutes of the meeting of Earswick Parish Council, held in Earswick Village Hall on Monday 13th May 2013.

Councillors Present: D Jones
P Leveson
G Offler
K Pace

Ward Councillor: P Doughty

Parish Clerk: J Fisher

Members of the Public Present:- J McTurk, I Jones, R Brown, S McIntosh.

1. Apologies for Absence

Cllr Wiseman

2. Declarations of Interest

None

3. Minutes of Previous Meeting.

Minutes for the Parish Council Meeting on 22nd April 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:-

a. The Parish Council (PC) was asked if the bushes in front of 16 Lock House Lane could be tended in the same way as other areas maintained under contract. Clerk to ask Mr A. Hill. **Action: JF**

b. The PC was told of shrubs growing out through the railings at 1 Lock House Lane. The Clerk was asked to write to the owner/occupiers.

Action: JF

c. It was reported that a significant amount of glass had been left around the lampost, opposite The Garden Village, after being hit by a car. The Clerk was asked to contact Ian Dunne from CYC York Pride. **Action: JF**

5. Ward Councillor's Report

Ward Cllr Doughty reported that the proposed Local Plan was going to consultation from the 5th June to 31st July should the PC or residents wish to respond.

Cllr Wiseman is now an Independent Councillor.

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6. Clerk's Report

a. The ongoing action tracker was reviewed and the following points were made:-

- i. The Clerk had emailed RBDA Ltd twice to get an update on removal of a tree which has fallen in the Parish Council (PC) ditch at 18 The Village. Mr Burns has confirmed the developers will remove the tree but does not know when. The Clerk has asked him to let her know when he has this information. **Action: JF**
- ii. Lewis Tree Surgery was instructed to remove the tree debris in the enclosed open space on 23 April at a cost of £520 + VAT. They had said they would come w/c 13th May. The Clerk will chase this up. **Action: JF**
- iii. No new plans had yet been received for 12 Whitelands.
- iv. The Clerk contacted Richard Hoyland, Asst Rights of Way Officer, on 25/4 and 9/5 to remind him of the urgent need for repair to the Landing Lane Bridge kick boards but no response received yet. Clerk will follow this up. **Action: JF**
- v. Cllr Offler had sought advice from Richard Hoyland regarding the PC's proposed replacement of the Diamond Wood Gate. Richard Hoyland had asked for more information. The PC is awaiting accurate plans with measurements from Haxby Sawmill. **Action: GO**
- vi. Andy Triffit is too busy to repair and revarnish the Earswick Notice Boards at the moment. Cllr Pace will ask Geoff Lee for a quote. If he is unable to do the work, the Clerk will obtain quotes. **Action: KP/JF**
- vii. The PC offered its thanks to Cllr Offler's husband who kindly repaired the bolts to the gate leading to the footbridge at the end of The Village;
- viii. Work on the Earswick Parish Guide is continuing; **Action: PL/SW**
- ix. The frame displaying certificates and photos from the Diamond Jubilee was kindly hung in the Village Hall by Mr Whittaker.
- x. More RBS forms to add Cllr Offler to the signatory list were signed;
- xi. Mr A. Hill was due to weedkill the pond area on the 14th May after which LJD Construction would be instructed to landscape the pond area at a cost of £470. **Action: KP**
- xii. The PC is in the process of obtaining signs for play areas, asking owners to keep their dogs under control. **Action: SW/GO**
- xiii. Mr Whittaker has removed the stepping stones. The PC ratified the cost of £150.
- xiv. Mr Whittaker had quoted £150 for concreting in the goal post tubes and £100 for painting (incl paint) the goal posts. The PC agreed to proceed with this work. **Action: JF**

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- xv. No invoice had yet been received for the secure cupboard for the shed.
- xvi. The tennis court lock had been replaced by Mr Whittaker at no cost to the PC.
- xvii. Strensall PC is considering a half day training on inspection from RoSPA. Earswick PC may join them once dates and costs are known. **Action:JF**
- xviii. As the BMX track has been removed, the planned visit to schools re. anti-social behaviour was considered unnecessary.

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

- Mrs Fisher's salary for April;
- £24 to British Gas;
- £263 to YLCA for annual membership;
- £43.12 to B S Wiseman for ink cartridges;
- £58.65 to P Leveson for Jubilee Frame;
- £19.07 to D Jones for lock and chain;

The PC has received £7,125, 1st instalment of the annual precept from CYC.

The Village Hall (VH) Committee was invoiced £144 for the 2012/13 VH rental on 20th April. The VH Committee is meeting on 20th May and will authorise payment then. The PC has yet to be billed for its 2012/13 charge for hiring of the VH.

The following payments were authorised:

- £744 to A. Hill April Grass Cutting;
- £36 to A. Hill April weed kill of pond area;
- £12.69 to J Fisher for stationery.

c.. The 2012-13 Earswick Parish Council accounting statements and annual governance statement were approved.

The PC expressed its thanks to Mr McTurk for completing the Internal Audit. A number of observations raised by Mr McTurk were discussed as follows:

- i. The PC had decided to go for a 1year policy with Zurich last year, as opposed to a 3 year contract, because it felt the quote would be more competitive year on year. However, the PC agreed to consider a 3 year quote this year.
- ii. The Clerk was asked to pursue further detail regarding future external auditor's invoices. **Action:JF**
- iii. The Clerk will investigate the history behind the charging of 32.5% of the insurance costs to the Village Hall Committee. **Action: JF**

The Village Hall Committee had applied for a Ward Grant in 2012/13 towards the cost of chairs, and the PC had agreed to match the funding with £500 last financial year.

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iv. The PC reported there was formal agreement between the PC and the SG Committee regarding responsibilities and boundaries. The Clerk will locate the relevant paperwork. **Action: JF**

v. The PC is not entitled to apply for ward grants – only Community Groups.

7. Planning Applications

No planning application was dealt with by the clerk using delegated powers.

The City of York Council's approved the following planning applications:

- application 13/00520/FUL 17 Earswick Chase YO32 9FZ (Single storey rear extension);
- application 13/00609/FUL Fire Station Road A1237 from Strensall Road roundabout up to and including North Lane roundabout, Huntington YO32 9YH (Erection of extension to the rear and associated works);
- application 13/00721/FUL 70 Earswick Chase YO32 9FY (Loft conversion with 3no. dormers to rear).

8. Monthly Equipment Check

Over the years there have been various instances of vandalism and alterations to the jumps in the BMX track. RoSPA approved the BMX track but if altered their inspection is void and the PC insurance is affected. In early May, a fire was reported at the BMX track. At the meeting in April, the PC agreed to flatten the BMX track. This has now been done and some remedial work is required. Cllr Pace will ask Mr Whittaker for a quote to tidy the site.

Action: KP

The Environment Group will consider trimming and planting the area.

Action: KP

The PC informed residents that information regarding the work of the PC was given on the website, on notice boards and at meetings. The PC agreed to give information about the work of the PC, funding, dates of meetings, etc, on the next Newsletter. The possibility of emailing the agenda and minutes to residents will be considered when the PC purchases and installs the latest version of Microsoft Office. However, the PC needs to ensure email addresses are kept confidential.

9. Lock House Lane Car Park Speed Hump and Lockable Post

The PC is concerned about cars scraping along the lockable post, when laid flat, at the Lock House Lane (LHL) car park. LJD Construction has been contacted to see if the post could be turned around and, if necessary, cut into the speed hump, as suggested by the Rights of Way Officer. **Action: DJ**

The PC authorised £150 plus VAT to Premier Traffic Management to have warning triangles painted on the speed hump. **Action: JF**

The Clerk was instructed to ask Mr Whittaker to change the code for the LHL fence, to match the lockable post code, so the fire services only need one code to gain full access. **Action: JF**

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10. Parish Council Insurance

Quotes had been obtained from Zurich, AON and Came and Able Insurance providers. The Clerk reported Came and Able's views regarding last year's process of acquiring insurance. Also, that they are able to come and speak to the Council regarding the cover which Councillors should consider. This is something which the PC would consider in the future. Zurich had quoted £961.87 pa and AON £782.85 pa, for 3 years – but their schedules were different. The PC agreed to go up to £961.87 pa for 3 years subject to the Clerk and the Chairman comparing and refining schedules of cover.

Action: JF/DJ

11. Removal of Dead and Dangerous Trees on Foss River Bank

It was reported that a number of dead and potentially dangerous trees had been drawn to the PC's attention by Foss Internal Drainage Board (FIDB). Lewis Tree Surgery had been instructed on 8.5.13 to remove the trees, at a cost of £1,680 plus VAT, which the PC ratified.

Action: JF

12. Grant to Scented Garden Committee for Lawn Mower

No grant application had yet been received but Mrs Jones will chase this up.

The PC explained the relationship between the PC and the Scented Garden Committee (SGC). In short, the PC leases the land to the SGC for £12 pa. Mrs Irene Jones is the Chair of the SGC and Cllr Wiseman is the PC's representative on the SGC. The area of land and the benches, outside of the previous bowling green area, are maintained by the PC, as is the shed. The SGC has £1,000 ward funding held by the PC. The SGC AGM is advertised on the noticeboard and residents can stand on the Committee. £18k came from Yorventure to set up the SG, and the SGC have successfully applied for Ward Grants to help fund the purchase of arbour, etc.

13. Financial Regulations

The Financial Regulations had been circulated prior to the meeting for review. In particular, the level of emergency funding for the Clerk was considered but the PC agreed to keep the level at £200 in view of the small precept.

14. Items for Information

- Cllr Offler attended the Burial Authority meeting. They have earmarked funds for drainage in recently purchased land. They use Amsvars for their insurance.

- The proposed housing on New Lane is causing concern regarding drainage and boundaries.

- The Village Hall Committee is due to meet on 20th May.

- Tony Strong, beekeeper, has asked to place two hives in the enclosed open space. He will let Cllr Pace know when he has his Beekeepers Association insurance certificate.

Action: KP

- The PC expressed its congratulations and thanks to PC Michael Hannon who will be leaving his PCSO job for a PC job in N. Yorkshire, in July. He will let the PC know who his replacement will be.

- During their work, the FIDB has piled mud on the river bank on the edge of the flower meadow. If residents express concern, the PC is aware but feel no action is necessary as it should dissipate into the soil.

The meeting closed at 9.30pm

Joanne Fisher
Parish Clerk

Signed.....

Date.....