

EARSWICK PARISH COUNCIL

Minutes of the meeting of Earswick Parish Council, held in Earswick Village Hall on Monday 14th October 2013.

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

Parish Clerk: J Fisher

Members of the Public Present:- I Jones

1. Apologies for Absence

Ward Cllr Doughty.

2. Declarations of Interest

Cllrs Pace and Jones in item 10.

3. Minutes of Previous Meeting.

Minutes for the Parish Council Meetings on 16th September 2013 were approved as accurate records by the Councillors and signed.

4. Members of the Public.

A member of the Scented Garden (SG) Committee reported three rabbits in total had been removed from the SG.

5. Ward Councillor's Report

There is a Ward Council meeting at 7.30pm, in Earswick Village Hall, on 21st October 2013.

6. Clerk's Report

- a. The ongoing action tracker was reviewed and the following points were made:-
 - i. Mr Whittaker has not yet fixed the goal posts because he has a backlog of work. He agrees the PC should obtain a quote from another supplier. If this quote is unacceptable to the PC Mr Whittaker will be happy to do the work – but he won't be able to complete the job for at least two months. The PC agreed to obtain a quote from LJD Construction. **Action: JF**
 - ii. Work to find details of the insurance cost split between the Parish Council and the Village Hall (VH) Committee, in the Parish Council (PC) minutes from 2005 to 2008, is ongoing. **Action: JF**
 - iii. Mr Williams from Huntcatchkill had been instructed to carry on the job of mole removal from the playing fields, and the area to the right of the VH. He was told the PC was happy for him to erect his camera to try and identify the person(s) stealing his traps – but at his risk - and he was asked to let Cllr Jones know when he next laid his traps.
 - iv. The Clerk had notified PC Hannon of the PC's concern over groups of youths coming and going from Willow Grove.

- v. The Clerk had applied to City of York Council (CYC) for a £500 grant for playground equipment. The CYC will notify the PC of the outcome after 31 October 2013. The PC agreed to contact Image Playgrounds to discuss playground options. **Action: PL/GO**

The PC discussed the possible need next year to repair the concrete base around the perimeter of the tennis courts.

- vi. The Clerk had written to Mr Harland to ask if he wanted to continue to cut the river side hedge after April 2014 and, if so, to supply a quote. The Clerk is to follow up. **Action : JF**

Cllr Jones had reported one of the locks for the Village Hall lockable posts had been stolen and asked the Clerk to order two new locks from Shelterstore (the original suppliers) using her emergency powers. The PC authorised £24.84 reimbursement to the Clerk for the locks.

The Clerk had been notified of damage to the rendering to the right of the Village hall door, and was asked to contact Mr Whittaker for a quote but he didn't feel confident he could do the job. The Clerk telephoned M. Green, who is repairing a resident's rendering, for a quote but received no response. The Clerk then contacted LJD Construction who have quoted £144 incl VAT. In order to avoid damp making the situation worse, the PC authorised this payment using the Clerk's emergency powers. **Action: JF**

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

- Mrs Fisher's salary for September;
- £24 to British Gas for September;
- £20 to M Whittaker for removal of hazardous wood on river footpath;
- £7.20 to J Fisher for stationery;
- £7.09 to Yorkshire Water;
- £432 (incl VAT) to Lewis Tree Surgery for removal of tree brash from the Enclosed Space;
- £744 to A Hill for maintenance contract (July);
- £744 to A Hill for maintenance contract (August);
- £48 to A Hill for cutting river footpath in July;
- £48 to A Hill for cutting river footpath in August;
- £240 to PKF Littlejohn LLP for external audit fees.

The Clerk reported that the second installment of the precept, amounting to £7,125, had been received. Also, £0.64 interest had been received on the tennis bank account.

The following payments were authorised:

- £159.60 to Playsafety Ltd for RoSPA playground check;
- £744 to A. Hill for maintenance contract (September);
- £48 to A. Hill for cutting river footpath (September);

- £37.80 to Advance Fire Services;
- £15.98 to J Fisher for stationery;
- £7.50 to J Fisher for stationery
- £23.52 to J Fisher for 'back-pay'.

7. Planning Applications

The Parish Council had no objections to planning application 13/03244/FUL 78 Earswick Chase (Conversion of garage loft space into habitable room).

8. Monthly Equipment Check

The PC agreed no action required following receipt of the RoSPA playground inspection reports.

9. Diamond Wood Kissing Gate

A quote of £325.86 had been obtained from Linear Fencing (using Apex Fencing) to replace the kissing gate, like for like - except for an extra post so it is not attached to a resident's property. Cllr Pace had received approval from the CYC for the proposed work. A £300 grant has already been received by the Environment Group from CYC for this work, and the PC approved the further £25.86 plus any VAT.

Action KP

The PC agreed to obtain a further quote from Linear Fencing to install stiles at the Strensall Rd end of Diamond Wood, and the Enclosed Open Space.

Action KP

This item to be included on the next agenda.

Action: JF

10. Earswick Open Space Maintenance Contract

The PC had received four tenders for the contract to maintain Earswick open spaces and selected the cheapest bid, provided by A Hill.

The PC decided not to include the cutting of the Earswick grass verges in the contract, which are currently dealt with by the Fosslands Management Committee and the CYC, as the extra cost would necessitate a significant rise in the precept.

The PC did agree to include the cutting of the ancient hawthorn hedge, in Diamond Wood, in the contract.

The Clerk will write to the unsuccessful bidders and prepare a three year contract for A.Hill.

Action:JF

11. Sponsored Walk across PC Land

The PC agreed the need to meet with Huntington School prior to the sponsored walk to discuss their requirements. The school would need to do its own risk assessment. The Clerk will contact Huntington School.

Action: JF

12. Coffee Mornings at Earswick Village Hall

The PC agreed to fund up to £100 for six coffee mornings in the Village Hall, to cover the cost of hall hire and tea/coffee. These will be held on the 1st Monday each month, 10.30 – 12.30am, commencing on 4th November. Cllr Leveson agreed to arrange the first coffee morning. **Action: PL**

13. Strimmer Blades and Oil

The Parish Council approved up to £50 to Cllr Offer for purchase of chain saw blades, oil and petrol for cutting vegetation around open spaces. The PC agreed any brush could be distributed amongst the enclosed open space.

14. Earswick Residents Working Party

The PC agreed to earmark the weekend of 2nd/3rd November for residents to litter pick, trim lower branches and general 'autumn tidy'. Residents should meet at the Village Hall at 10.30am, bringing their own equipment.

Action:GO/KP

Cllr Pace has put Earswick on the CYC waiting list for the Community Payback team to litter pick.

15. Clerk's Hours during April

Due to the extra work required to produce the annual accounts, the PC agreed not to hold PC meetings in April and to increase the Clerk's hours by 10, just in April, each year.

16. Internal Audit

Cllrs Jones and Leveson agreed to meet with the Clerk on 21 October 2013 to perform the annual internal audit. **Action:DJ/PL/JF**

17. Earswick Parish Council's Website

The PC asked the Clerk to put the draft minutes on the PC's website after they have been circulated for comment to the Cllrs. **Action: JF**

The Clerk was asked to liaise with Mrs J Cook, the Village Hall (VH) bookings co-ordinator, to see if she would be able to update the VH events on the PC's website. **Action: JF**

The Clerk was asked to contact the neighbourhood watch co-ordinator, Patrick Norman, to see if he wanted to add anything to the PC's website. This matter will be included on the next agenda. **Action: JF**

18. Newsletter

The PC approved up to £30 to Cllr Offer for printing newsletters.

19. Items for Information

- It was reported that the Burial Authority are considering replacement of their lawn mower.
- The Scented Garden (SG) Committee wish to install two water taps in the SG on standpipes. The water would be switched on and

metered through the VH. A request to use funds earmarked by the PC for the SG will be included on the next agenda. **Action: JF**

- At the YLCA Superfast Broadband Presentation, it was reported only two parishes were not having superfast broadband, Earswick not being one of them.
- Archbishop Holgate, All Saints RC, Joseph Rowntree and Fulford schools had all signed up to the National Citizen Service set up by the Government. Unfortunately, two thirds of the funding goes into administration costs leaving only a third to go into the projects themselves.

The meeting closed at 8.45 pm

Joanne Fisher
Parish Clerk

Signed.....

Date.....