

EARSWICK PARISH COUNCIL

Minutes of the meeting of Earswick Parish Council, held in Earswick Village Hall on Monday 13thth July 2015.

Councillors Present: D Jones
P Leveson
S Wiseman
G Offler

Parish Clerk: J Fisher

Members of the Public Present:- I Jones, M Woodward, D Ridley, B Woodward, F Jones, J Townsend, F Martin, J Ridley, W Gambold, J Gambold, Ward Cllr H Douglas

1. **Apologies for Absence**

Cllr Tate and Ward Cllr Doughty.

2. **Declarations of Interest**

None.

3. **Minutes of Previous Meetings**

Minutes for the Parish Council (PC) Meeting held on 20th April 2015 and the Annual Meeting of the Parish Council held on 25th May 2015 were approved as accurate records by the Councillors and signed.

4. **Members of the Public**

- Representatives from North Yorkshire Police reported that the crime level in Earswick is one of the lowest in N Yorks. Nevertheless, they are aware of reports of anti-social behaviour in Earswick. Non-emergency crime should be reported to them on telephone number 101, remembering to ask for a crime incident number. This will make it easier for the Neighbourhood Team to follow up. Contact numbers to North Yorks Police are given on the Earswick Parish Council website (earswick.org.uk) under Neighbourhood Watch or email them on:- SNAYorknorth@northyorkshire.pnn.police.uk

If residents make the police aware of the time and place of suspected drug dealing, they will attend in plain clothes.

A new operation is underway – Operation Liberate – where small teams have been created to tackle anti-social behaviour. Offenders will be taken into police ‘custody’ outside of the station. Professionals such as Social Services will be present to help address the problems, and parents/carers will be asked to attend to receive advice on dealing with the misuse of drugs, alcohol, etc. by their children.

- One resident raised the issue of rabbits but was informed nothing could be done till the autumn when the warrens would be more visible.
- Another resident raised his concerns regarding the operation of PC business. The PC responded by saying it is always looking for ways to improve procedures in line with rules and would welcome any suggestions.
- A resident had not received a response to emails she had sent the Clerk via the PC website. The Clerk had not received them so will investigate.

Action: JF

5. Ward Councillor’s Report

Ward Cllr Douglas reported that ward funding will increase to approximately £6,000. Strensall and Stockton-on Forest PCs were going to apply for grants from this fund for defibrillators. Earswick PC had already considered a defibrillator but the Ambulance Service had said Earswick was only 3 minutes from Haxby Ambulance Station and so didn’t need one.

6. Clerk’s Report

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

- a) The Clerk had emailed CYC twice regarding the outstanding building issues at 113-121 Strensall Rd. The Clerk was asked to direct the query to the Chief Executive of CYC. **Action: JF**
- b) The PC held a St Johns Ambulance first aid course on Sat 11th July for 14 attendees and raised £140 towards the cost of the course. **Action: JF**
- c) The final version of the bus shelter lease had been received; the annual payment of £100 and a thank you letter had been sent to the owners of the bus stop.
- d) CYC had confirmed the development on Whisker Lane was ‘Permitted Development’ so no section 106 money was sought.
- e) The Clerk had transferred the £85,000 section 106 monies from the RBS current account into a 1 year Nationwide Business saver a/c but the interest rate had fallen to 1.2%.
- f) The PC will arrange to lay flagstones under the dog bin at the end of The Village. **Action: G Offler**
- g) £937.18 insurance claim has been received from Zurich Insurance regarding the vandalised Village Hall notice board.
- h) The Foss Internal Drainage Board has removed fallen trees from river Foss.

- i) The contractor is searching for 'bird's mouth' fencing to repair the VH car park fence and will do asap. **Action: JF**
- j) The garden waste which had been tipped into Diamond Wood from a resident's property has been removed, as has the gravel placed on open space outside a property in Lock House Lane.
- k) CYC had confirmed they would remove the moss from specific Earswick pavements. To be reviewed next meeting.
- l) A quote of £2,635 has been received to replace the VH windows. The company could not quote on replacing the doors as they are fire doors and should not be made of PVC. A further quote is required. **Action: JF**
- m) The Clerk had asked the maintenance contractor to postpone cutting the hawthorn hedge around Diamond Wood boundary until after July 14th. The maintenance contractor is to be asked to quote for strimming the thick undergrowth between the mown path on Diamond Wood and the hedge. **Action:DJ**
- n) Following recent vandalism, the PC felt the whole fence around the pond needed replacing. The PC agreed to obtain quotes from Linear Fencing and Haxby Sawmill. **Action: GO**
- o) CYC Highways have emailed to say they had inspected Earswick bridges and they are happy they are not in immediate need of attention. They did point out an overgrown hedge. The PC will contact Mr Hoyland to ascertain to which hedge he was referring. **Action: SW**
- p) The maintenance contractor had removed the shelter near the tennis courts.
- q) Huntcatchkill had been contacted to address the increased mole activity.
- r) The replacement cost and value of benches acquired in 2011 has been reduced to £1,490, in line with the treatment of other assets on the register and the internal auditors audit observations
- s) The Clerk reported she was in discussion with Zurich regarding the correct amount to charge the Village Hall and Scented Garden Committees regarding their share of insurance costs. **Action: JF**
- t) The 2014-15 annual accounts had been submitted before the deadline of the 8th June.

Other information/correspondence issues raised by the Clerk:

- o A member of Earswick Action Group (EAG) had written that EAG accepts the authority of the PC to proceed to the development of a Neighbourhood Plan and the nomination of a Working Party as a Committee understanding Order 18; but it wished to highlight the critical position we have reached in the Local Plan development cycle and cautions the PC about any actions that may undermine the position of opposition to the development of SF14. Another email had been answered regarding concerns over the timing of approval of the April ordinary meeting minutes.
- o A resident had emailed his concerns on how Earswick PC operates. A Cllr had responded that the PC operates within tight laws passed by Government and cannot operate otherwise. This resident was also

- concerned about the Neighbourhood Plan Working Party (NPWP) and was informed the NPWP would not be led by a Parish Cllr.
- The River Foss Society had contacted the PC about the Information Board which has been damaged. The PC agreed it would measure the size of the steel base and ask the board manufacturers to quote on reproducing the board to this size. **Action: GT/JF**
Zurich Insurance will be contacted to ascertain the effect on the PC's insurance costs should a claim be made. **Action JF**
 - A resident phoned the Clerk today to say he had been hit by the wing mirror of a van while travelling on his mobility scooter on the footpath on Strensall Rd, between the phone box and the bus stop opposite Willow Grove. His insurance Co was enquiring as to who owned the hedge along that stretch of road.
 - The Clerk had received an invoice for £72 incl VAT from Andy Hill for initial marking out of the football pitch. The PC had originally approved £30 incl VAT per whiteline – but since approval, the posts have been repositioned so new marking out was required. The PC approved this payment. **Action: JF**
 - CYC had requested information on ownership and interests in land in Diamond Wood, for proposed York Outer Ring Road improvements. The Clerk is to respond, asking for a meeting to discuss the proposals. **Action: JF**

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

- £274 membership fee to Yorkshire Local Council Association;
- £30 to R Warriner for treatment of Scented Garden grass;
- £7.56 to J Fisher for stamps;
- £5.00 to J Fisher for stationery;
- £2.50 to J Fisher reimbursement of travel expenses for training at West Offices;
- £13.99 to Cllr Jones for ink and notice board magnets;
- £419.40 to Yourlocale for Neighbourhood Plan workshop;
- £1,441.61 refund of unused grant monies;
- £1,101.56 to Zurich Municipal annual insurance fee;
- Clerk's salary for April, May and June;
- £9 to J Fisher for ink;
- £112.50 to Huntcatchkill for mole removal;
- £100 to Mr & Mrs Beaumont for bus shelter lease;
- £300 to St John's Ambulance for First Aid Training;
- £54.50 to M Whittaker for erecting VH notice board;
- £20.81 to J Fisher for stationery (tennis);
- £9.98 to J Fisher for stationery;
- £9 to J Fisher for ink;

- £50 to J Fisher reimbursement of telephone charges;
- £27 to Rural Creative for web host upgrade;
- £35 to Information Commissioner.

The following amounts have been received by the PC:

- £7,125 precept;
- £12 Scented Garden rent;
- £65.40 RBS current account interest;
- £937.19 Zurich Insurance;
- £45.46 RBS current account interest;
- £0.64 RBS tennis account interest.

The following payments were authorised:

£84 to A Hill for goal post installation;
 £48 to A Hill for cutting river footpath in April;
 £780 to A Hill for grass cutting in April;
 £60 to A Hill for removing the shelter;
 £48 to A Hill for cutting the river footpath in May;
 £780 to A Hill for grass cutting in May;
 £120 to A Hill for cutting the Diamond Wood grass in May;
 £72 to A Hill for strimming around the pond;
 £84 to A Hill for weedkill;
 £59.70 to Advance Fire Services;
 £5.59 to Yorkshire Water.

7. Planning Applications

The PC had received application 15/01152/FUL 6 Willow Grove, YO32 9SN (Erection of 2no detached dwellings following demolition of existing dwelling) but needed further time to consider its response. **Action: All**

The Clerk reported that CYC had approved the following applications:

- 15/00431/FUL The Gables 344 Strensall Road, YO32 9SW (First floor rear extension);
- 15/00352/FUL 16 Lock House Lane, YO32 9FT (Two storey & single storey rear extension);
- 15/00481/FUL 5 High Garth, YO32 9FR (Single storey side extension).

8. Monthly Equipment Check

As per item 6(n) above, quotes on replacing the pond fence will be acquired. Tape has been placed around the vandalised section of pond fencing. The Lock House Lane (LHL) car park barriers have been hit again.

9. Hire of brush cutter

The PC approved up to £50+ VAT to G Ofler for hire of a sickle bar mower for various jobs around the open space. The machinery will be operated by a volunteer and the PC will do a health and safety risk assessment prior to use.

Action: GO

10. Tree Felling

Two quotes have been received to fell a large tree on the sports field that is felt to be in a poor condition, and cut it into logs. A resident had used another company and agreed to pass the information onto the PC. The PC approved up to £500 + VAT for this work to be carried out.

Action: GO

The Parish Council also agreed to approve the sum of £50 + VAT to chip the branches of two trees near the former BMX track.

Action: JF

11. Community Payback Team (CPT)

The CPT will be visiting Earswick on Sunday 19th July. Cllr Ofler has prepared a list of jobs the PC would like addressed.

12. Replacement of Fence Section on Centenary Wood

The PC approved £40 + VAT to Andy Hill to replace the fencing located at the end of Centenary Wood.

Action: JF

13. Strensall Road Ditch

The PC approved up to £15 +VAT to G Ofler for chicken wire to place around the bottom of the fence around the ditch on Strensall Rd, to prevent litter falling into the ditch. The PC will seek permission to place the chicken wire from CYC.

Action: GO

14. Removal of Algae from Pond

The PC agreed to ask the FIDB if it would clear the algae from the Earswick Pond.

Action: GT

15. Cutting Overgrown Vegetation near Pond

The PC approved £50+ VAT to Andy Hill to cut the overgrown vegetation between the pond and the river side hedge.

Action: JF

16. Contracts/SLAs with web providers

Wasp design, the designer of the PC website, and Rural Creative, the web host company, had been contacted and both agreed there was no requirement to sign an ongoing maintenance contract. The designer said he would make any simple changes for free. If the change was complicated, he would charge £25 per hour. Rural Creative charge for any increase required in storage. The Clerk is to check if there is an annual agreement with Rural Creative for hosting of the PC website.

Action: JF

17. Security Measures

The Clerk had looked at the “barriersdirect” website and informed the PC that there were many options ranging from £400 to £1000 for manual barriers – open up, swing gate, etc. Costs would be significantly greater for automatic barriers. If a manual barrier was selected estimated installation costs would be in the region of £500 + VAT.

The PC agreed to contact the Architectural Liaison Officer/Technician to arrange a meeting with the PC to discuss security.

Action: JF

The PC will talk to the Village Hall Committee (VHC) to seek their views

Action: GO

The PC will also speak to the VHC regarding the terms of hire of the Village Hall. Recent hirers erected a bouncy castle, held a BBQ and were drinking- all on Earswick PC open space - without permission, and the area was not fenced off. As this happened outside the VH, any issues resulting from this action would impact on the PC insurance. The PC were not saying the open space could not be used but permission must be sought well in advance of such events to allow the PC to consider any risks.

Action: GO

18. Village Hall Signage

The Clerk was asked to obtain quotes from Greenbarnes, who supplied the VH notice board, to supply an ‘Earswick Village Hall’ sign to place over the VH door, and a freestanding ‘Earswick Village Hall’ sign.

Action: JF

The maintenance contractor will be asked to reduce the height of the hedge outside the VH.

Action: DJ

19. Play Equipment

Cllrs Wiseman and Jones had met Sovereign Play Equipt for a quote which was due to be sent to the Clerk.

20. Two Councillor Vacancies

The Clerk was asked to prepare and place adverts for two Earswick PC Councillor vacancies.

Action: JF

21. Removal of Old VH Notice board

The PC asked the Clerk to contact the contractor to ask if he would requote on the removal of the vandalised notice board.

Action: JF

22. Repair of Northlands Notice Board

The PC agreed payment of £45 to Geoff Lea for repairs to the Northlands notice board door.

Action: JF

23. Councillor Training

The PC approved £45 to YLCA for training for Cllr Tate.

Action: JF

24. Cutting of, and Parking on, grass area on Strensall Rd, at end of The Village

The residents in the house adjoining this area have been spoken to and asked not to park there because it restricted visibility for cars leaving The Village. Also, it made it difficult for the CYC to cut this grass.

There is a large tree in 5 High Garth overhanging the footpath. The Clerk was asked to contact them to request it is cut as the owners will be liable for any damage it causes.

Action: JF

25. Responsibility for Scented Garden Hedge

The PC is responsible for the Scented Garden hedge and the top green in the Scented Garden. The PC felt this condition was given in a lease – but if not, the PC was in agreement with this arrangement.

26. Items for Information

- Cllr Wiseman is on the advisory panel for the YLCA.
- Cllr Leveson attended the YLCA meeting in June where pensions for Parish Clerks was discussed.
- Cllrs Leveson and Wiseman had attended a police meeting where a new way of marking ownership on equipment was demonstrated.
- Cllr Offler had attended the Burial Board meeting where it was reported income had exceeded expenditure in the last quarter. The Board had two new members and a vacancy for a Vice Chairman.
- It was reported there were 24 attendees at the last coffee morning. Attendees liked the idea of a lunch in January so quotes for catering were being sought.

Action: GO

- It was reported there had been two meetings of the Neighbourhood Plan Working Party (NPWP). The NPWP has written to CYC to register Earswick as a Neighbourhood Area. CYC have placed this on their website for 6 weeks for comment.

An introductory letter from the NPWP will be issued to let residents know what's happening.

The meeting closed at 9.30pm.

Joanne Fisher
(Parish Clerk)

Signed.....

Date.....