

EARSWICK PARISH COUNCIL

Minutes of the meeting of Earswick Parish Council, held in Earswick Village Hall on Monday 14th September 2015.

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

Parish Clerk: J Fisher

Members of the Public Present: I Jones, J Gambold, B Gambold, BA Woodward, MW Woodward, P Young, D Ridley, P Doughty, J Townsend, S Bright, S Pycroft, M Wakerley, S Yeowart, I Yeowart, H Tate, K Stranger, D Woodward, S Davenport, D Lumley-Holmes, M Lumley-Holmes, J McTurk, S Burden.

1. **Apologies for Absence**

Ward Cllr Douglas.

2. **Declarations of Interest**

None.

3. **Minutes of Previous Meetings**

Minutes for the Parish Council (PC) Meeting held on 13th July 2015 and the Extraordinary Meetings held on 23rd July and 8th August 2015 were approved as accurate records by the Councillors and signed.

4. **Members of the Public**

No comments.

5. **Ward Councillor's Report**

Cllr Doughty reported there will be a meeting of the new Local Plan Working Group on 29th September when the projections for housing needs will be revisited. This meeting is open to members of the public and will be available on webcast. All Councils must have a Local Plan in place by 2017, and York's new Local Plan is expected next year. As before, York residents will be consulted.

There is a Ward meeting on Thursday 17th September for Parish Councillors and Community Groups. A newly formed Ward Committee system is to be launched this autumn, whereby residents will be included in the process.

There are four 'pots' of grant money available for Community Groups to submit bids. Approximately £6k is available for goods/services useful to local areas; £3k for Community Care (health & well-being); £8k for Annual Pride in York Fund (general maintenance); and £3k one off fund for Pride in York.

To fund these grants, the City of York Council (CYC) will ask Parish Council's to make choices on reducing services.

There will be a Ward Committee Meeting open to the public on 15th October, at Strensall Village Hall, from 7pm.

6. Clerk's Report

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

- i. Quotes for playground equipment from Sovereign had been circulated to Cllrs. The PC agreed to take playground equipment off the action tracker until further information is supplied by residents who agreed to follow-up action.
- ii. The Clerk had emailed J Carr and M Slater at CYC again, in August, regarding the outstanding building issues at 113-121 Strensall Rd, but had received no reply. The Clerk subsequently directed the query to the Leader of CYC (Chris Steward) and is awaiting a reply. The Clerk was asked to report 121 Strensall Rd to the Enforcement Officer at CYC to ask for the land to the side of this property to be tidied up. **Action: JF**
- iii. The PC agreed to defer action on arranging flagstones to be laid under the dog bin at the end of The Village until autumn/winter. To be reviewed in November.
- iv. Mr Whittaker reported that he was collecting the 'bird's mouth' fencing last Friday and will repair the VH car park fence asap. **Action: JF**
- v. In April, Brian Williams from CYC had confirmed they would remove the moss from specific Earswick pavements. None had been cleared yet so the PC asked the Clerk to follow this up. **Action: JF**
- vi. A further quote had been acquired on replacing the Village Hall (VH) windows and doors and had been circulated to the PC. The PC will discuss the way forward with the VH Committee. **Action: GO**
- vii. The overgrown hedge identified by Richard Hoyland from Highways had been addressed.
- viii. The Clerk had billed both the Village Hall Committee and the Scented Garden Committee, for their share of insurance costs. To date £6.95 had been received from the Scented Garden Committee. **Action: JF**
- ix. Residents' emails sent via the website had not been received by the Clerk because there was a glitch in the system, which has now been resolved.
- x. Andy Hill has been asked to quote for a partial strim of the undergrowth within one section of the mown path on Diamond Wood and the hedge which is behind some of the houses on Shilton Garth. **Action: DJ**
- xi. The Clerk had responded to CYC with information on ownership and interests in land in Diamond Wood for proposed York Outer Ring Road improvements. The Clerk asked for a meeting to discuss the proposals. She reminded CYC on 10/9 but has heard nothing. **Action: JF**
- xii. A sickle bar mower had been hired by Cllr Offler for use in Diamond Wood to cut back the dense vegetation between the young trees. The PC originally approved £50+VAT but progress was slower than anticipated

- due to the thickness of the weeds and so the mower was required for a second day. The final cost was £65.96. The PC thanked Mr and Mrs Offler for their hard work and approved this payment.
- xiii. The tree on the sports field, which needed urgent attention, was felled and chipped by The Tree Fella at a cost of £500+ VAT. The PC did not need to utilise the £50+ VAT authorised to Mr Hill for chipping other logs that had been felled earlier from other trees as The Tree Fella carried out this task within the price he had quoted.
 - xiv. Mr Hill has replaced the section of fence removed for ditch clearance at Centenary Wood.
 - xv. Chicken wire has been placed at the bottom of the fence around the Strensall Rd ditch, after Cllr Offler sought agreement from CYC. The PC agreed to reimburse Cllr Offler £12.99 for the wire.
 - xvi. The PC met with the Foss Internal Drainage Board (FIDB) who said they would clear the algae from the pond next spring.
 - xvii. Mr Hill had cut the overgrown vegetation between the pond and river side hedge.
 - xviii. The contractor who removed the old notice board had been asked for a revised invoice.
 - xix. The Clerk had written to the owners of 5 High Garth to request they trim the tree.

Other information/correspondence issues raised by the Clerk:

The 2014-15 annual accounts had been approved by the external auditors.

The FSCS deposit protection limit is changing to £75k from 1.1.16

The Village Hall car park post had been damaged while the travellers were in Earswick in August. Under health and security, a replacement post had been ordered from UK Aggregates Ltd at a cost of £110.39 which was ratified by the PC.

Twelve emails, etc, had been received by the Chairman supporting his and the PC's actions over the travellers' encampment on the Village Green in August.

Three Freedom of Information requests had been received from one resident requesting:

- *How many people, and from what areas of the village, registered their interest to be members of the Neighbourhood Plan (NP) Working Group? What criteria and marking system were used to down select the members of the NP Working Group? Are there any current members of the group with any formal involvement with any political party?*
- *Background data, discussion documents, and decisions relating to the PC pursuing a NP.*

- *All working documents, analysis and conclusion development regarding the Parish Plan.*

A further FOI request has been received (but yet to be answered) requesting:

- 1. How was the action in respect of (1) private security patrols and (2) the commencement of legal action authorised, when and by whom?*
- 2. Which company carried out the private security patrols and by what process and under what authority was the selection of the contracted company made?*
- 3. What were the costs involved in (1) engaging private security patrols for the duration of the travellers' stay, and (2) pursuing legal action with a view to removing them?*
- 4. Which councils/organisations/bodies/entities will meet the costs of (1) engaging private security patrols for the duration of the travellers' stay, and (2) pursuing legal action with a view to removing them?*

In respect of the above matters, please supply any emails, meeting notes or records of telephone conversations involved in obtaining authorisation to engage security patrols and pursue legal action to remove them.

The PC reported that requests such as these add to the PC's and the Clerk's workloads.

The PC approved reimbursement of £74.99 to the Clerk for two years of Norton Security for the PC laptop. It also approved £294.35 to the Village Hall Committee for hall hire.

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

- £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
- £45 to Geoff Lea for notice board repairs
- £45 to YLCA for Cllr Tate's training
- £48 to A Hill for footpath cut in June

- £72 to A Hill for marking the football pitch
- £780 to A Hill for grass cutting in June
- £120 to A Hill for Diamond Wood cut in June
- £18 to River Foss Society for membership
- £600 to G Offler for reimbursement of payment to Tree Fella
- £12.99 to G Offler for chicken wire
- J Fisher's salary for July
- £50 to Reynolds Plumbing & Heating for boiler maintenance
- £40.20 to Advance Fire Services
- £501.12 to Careline Security Ltd for security patrols
- £110.39 to UK Aggregates Ltd for parking post
- J Fisher's salary for August.

The following amounts have been received by the PC:

- £140 first aid course fees;
- £16.18 RBS current account interest;
- £17.51 RBS current account interest;

The following payments were authorised:

£780 to A Hill for grass cutting in July
 £72 to A Hill for pond strimming in July
 £72 to A Hill for cutting Centenary Wood in July
 £72 to A Hill for cutting Centenary Wood in June
 £72 to A Hill for cutting Centenary Wood in May
 £120 to A Hill for cutting Diamond Wood in July
 £48 to A Hill for cutting the river footpath
 £780 to A Hill for grass cutting in August
 £84 to A Hill for weedkilling footpaths
 £120 to A Hill for cutting Diamond Wood in August
 £48 to A Hill for river footpath cut in August
 £60 to A Hill for strimming undergrowth
 £5.59 to Yorkshire Water
 £28 to J Fisher for Epson ink
 £16.99 to J Fisher for stationery
 £7.56 to J Fisher for stamps
 £65.96 to G Offler for reimbursement of sickle mower hire & fuel
 £74.99 to J Fisher to reimbursement of Norton Security

7. Planning Applications

The Clerk had used her delegated powers, informing CYC there were no objections on:

- application 15/01152/FUL 6 Willow Grove YO32 9SN (Erection of 2no detached dwellings following demolition of existing dwelling);

- application 15/01652/FUL The Old Barn, Moor Lane, Earswick YO32 9LL (Two storey side extension);

The PC had raised objections on application 15/01399/FUL 9 The Garden Village, Earswick YO32 9TP (Change of use from dwelling to House of Multiple Occupation) but the application had been subsequently withdrawn. The PC was informed that permission for change of use was not required for properties outside the ring road. Cllr Wiseman advised that the owners would need to comply with licensing rules if the proposed change of use is instigated. City of York Council had approved application 15/00430/FUL 1 The Garden Village, YO32 9TP (Erection of square chimney stack to conservatory).

8. Monthly Equipment Check

Pond fence and posts need repair. The Lock House Lane (LHL) car park rail out of line - probably hit by a car.

9. Withdrawal of Support & Endorsement of Earswick Action Group

The Parish Council noted the resignation of the two parish council members from the Earswick Action Group and it was resolved that the Parish Council withdraws its support and endorsement from this group.

10. Security Services

The Parish Council ratified the payment of £501.12 made to Careline Security Ltd for the provision of security patrols around the village following the unauthorised occupation of the village green by a group of travellers on the 15th August 2015. This payment, which had the prior approval of the councillors, had been authorised on the 15th August 2015 under health and safety grounds.

It was noted that the Fosslands Farm Management Company, owners of the village green, had been responsible for all costs and actions involved in removing the travellers from the green.

11. Security at VH, LHL car parks and 13 LHL.

The PC had a meeting with a safety advisor of the police. He recommended CCTV and motion sensitive lighting for the village hall (VH). The PC agreed to pursue grant funding for the CCTV.

Action: PL

He also recommended a barrier (double gate style), with fencing either side, across the VH entrance – one half locked and one half open during the day, which will reduce the carriageway into the VH car park to one car's width. Both halves would be locked at night. The Foss Internal Drainage Board (FIDB), CYC, emergency services, etc, will all be given keys.

It was noted that at the request of residents, the PC had facilitated an open meeting on the 24th August to discuss security issues in the light of the recent

visit by a group of travellers. Over 100 residents attended the meeting from all parts of the village. Details of providing the private security measures and the costs involved had been provided to residents who unanimously supported the actions taken by the PC. Various options had been discussed for securing the public open spaces. The PC has evaluated these and it was agreed to seek quotes for the provision of security fencing and gates at the relevant access points.

Action: DJ

12. Tree in hedgerow backing flower meadow

It was reported there is an ash tree in the hedge backing the flower meadow, with a deep bow in its branches, which could fall anytime. The owner of the property adjoining the hedge would like the tree taken down – but not all of it. He would like to leave a stump for an owl box that is already in situ. He has offered to pay the difference in taking the whole tree down (the cheaper option) and leaving the stump. The Clerk will arrange a site meeting with appropriate tree surgeons.

Action: All

13. Overhanging vegetation on Shilton Garth, Rowley Court and Stablers Walk

The PC agreed to talk to residents whose hedges are overhanging footpaths to ask them to cut back their vegetation.

Action: GO/PL

14. Public Contracts Regulations 2015

The Clerk had circulated advice to the PC from NALC on this matter. The 2015 Regulations are engaged when local councils in England are procuring public works, a public service or a public supply contract with an estimated value of £25,000 or more. Financial regulations shall confirm that a proposed contract for the supply of goods, materials, services and the execution of works with an estimated value in excess of £25,000 shall satisfy the requirements of the Public Contract Regulations 2015, and will be procured on the basis of a formal tender. The council will advertise the contract opportunity on the Contract Finder website.

Where the value of a contract is likely to exceed £172,514 (or other threshold specified by the Office of Government Commerce from time to time) the council must comply with the Public Contracts Regulations 2015 and where applicable, the Utilities Contracts Regulations 2006. If the 2006 Regulations apply to the contract the council must comply with EU procurement rules.

Although it is unlikely the PC will procure goods/services at these levels, the PC agreed to amend its Standing Orders and Financial Regulations accordingly.

Action: JF

15. Replacement of Sign at Centenary Wood

A resident had requested replacement of a 'Dogs on lead' sign at Centenary Wood. The PC approved £134.40 incl VAT to Signs Express for one sign.

Action: GO

16. Parish Council's Website

The PC approved £50 to Andy Jones of Wasp Design for amendments to the PC website's home page, adding a new section, uploading documents and Cllr Tate's photo.

Action:DJ

17. Village Hall (VH) Signage

The PC had acquired two quotes for a 'Village Hall' sign to go over the door. The PC prefer a wooden sign. The details have been forwarded to the VH Committee for further action.

Action: GO/GT

18. Two Councillor Vacancies

City of York Council had that day confirmed there were no requests for a bi-election. The PC agreed to place adverts for two casual vacancies. **Action: JF**

19. Pond Guard

The fence around the pond is dilapidated and vandalised, and needs replacement. However, in view of the security expenditure now required, the PC agreed to repair the fence for the time being. It was suggested that the wooden fencing and posts to be replaced by metal fencing at Lock House Lane car park could be used to repair the pond fence. The PC agreed to postpone any action until the new metal fencing, if approved, is installed. The damaged sections have been taped off.

20. Councillor Training

The PC agreed two payments of £115 to YLCA for training on planning for Cllr Offler and Cllr Leveson.

Action: JF

21. Parking on the grass area on Strensall Rd, at end of The Village

The PC has spoken to the residents in the house adjoining this area and asked them 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. The owners have also been reported to CYC Highways Dept. The PC agreed to write to the owners to ask them to refrain from parking on the grass.

Action: SW/JF

22. River Foss Interpretation Panel

The PC agreed the Clerk should make an insurance claim for the damaged panel.

Action: JF

23. Removal of Rabbits from Public Open Space

The PC agreed to meet with Huntcatchkill PCS to discuss options. The Clerk is to arrange a meeting.

Action: All

24. Items for Information

- Cllr Tate had attended the FIDB meeting where issues with fencing at The Tannery at Strensall, and its hindrance to the FIDB’s maintenance equipment, were discussed. Also, drainage problems at the new housing development in Huntington were discussed.
- Cllr Offler had attended the Village Hall Committee meeting.
- Notes of any decisions taken by the working party have been forwarded to the Clerk. They are also shown on the PC website under the Neighbourhood Plan section.
- The Scented Garden Committee (SGC) had its AGM. Their plant sales, etc, have helped the SGC to financial success. The PC thanked David and Irene Jones, and the rest of the SGC, for their hard work in the Scented Garden. The SGC were congratulated for their ‘outstanding’ award in the Britain in Bloom competition.
- £100 had been raised in donations at the coffee mornings for the Children’s Liver Disease Foundation. The charity currently chosen to receive donations from the coffee mornings is SNAPPY.
- There had been an open residents meeting of the NPWP prior to that day’s PC meeting. Rebecca Harrison from CYC had attended.

The meeting closed at 9.25 pm.

Joanne Fisher
(Parish Clerk)

Signed.....

Date.....