

EARSWICK PARISH COUNCIL

A public participation session took place with Parish Councillors immediately prior to the following Parish Council meeting.

Minutes of the meeting of Earswick Parish Council, held in Earswick Village Hall on Monday 19th March 2018.

Councillors present: D Jones
S Wiseman
P Leveson
G Offler
A Bell

Parish Clerk: J Fisher

Members of the Public Present: J McTurk, Ward Cllr P Doughty, S Goodhead, C Goodhead, S Clipston, A Rowan.

1. Apologies for absence

Ward Cllr Douglas, Cllr B O'Connor

2. Declarations of Interest and Any Other Declarations

None.

3. Minutes of Previous Meetings

Minutes for the Parish Council (PC) Meeting held on the 19th February 2018, were approved as accurate records by the Councillors and signed.

4. Ward Councillors' Reports

Cllr Doughty thanked the PC for inviting him to the meeting with City of York Council (CYC) and Julian Sturdy, to discuss the proposed A1237 improvements.

The decision regarding the proposed reduction of the Strensall Rd speed limit to 40mph will be considered by CYC at a meeting on the 12th April. Cllr Wiseman will write to CYC beforehand on behalf of the PC, supporting the proposed reduction, and will attend the meeting. **Action: SW**

5. Clerk's Report

The following pre-authorised payments (incl VAT where appropriate) have been made since the Parish Council (PC) meeting on 19th February 2018:-

- J Fisher's salary for February;
- £120 to Huntcatchkill PCS Ltd for mole removal;
- £170 to LazenbyBrown Digital Ltd for web hosting package and domain name renewal;
- £40.20 to Advance Fire Services for fire precautions inspection;

Chairman's Signature:

Date:

- £720 to A Hill for reducing the height of the hawthorn hedge from Strensall Rd to Centenary Wood;
- £24 to A Hill for removing the Strensall Rd noticeboard;
- £7,404.36 to Sovereign Design Playsystems Ltd for new exercise equipment on the Sports Field.

The following amounts have been received by the PC since reported at the meeting on the 19th February 2018:

- £8.40 interest on the Royal Bank of Scotland (RBS) savings account.

The PC authorised the following payments to J Fisher:

- £41 for ink and stationery.

6. Planning Applications

City of York Council (CYC) has approved planning application:

- 17/02914/FUL 15 Stablers Walk YO32 9UZ (First floor front and single storey rear extension),

CYC has notified the PC of the withdrawal of planning application:

- 17/02393/FUL Fossbank Boarding Kennels Strensall Road York YO32 9SJ (Erection of four detached dwellings, garages and associated access following demolition of existing buildings).

7. Monthly Equipment Check

The Chairman had circulated details of the monthly check to the PC prior to the meeting. No action required at present.

8. Tennis Court Cleaning and Tennis Coaching

The courts will be cleaned on 20th March.

The PC agreed to ask a local resident, who is a tennis coach, if he would consider providing tennis coaching lessons.

Action: PL

9. Silver Birch Trees

In December, the PC approved £200 plus VAT to A Hill to remove the silver birch tree. The PC decided this was no longer necessary.

The PC approved £780 (inc VAT) to Bartlett Tree Experts for the removal of severely leaning trees which run parallel with the bungalows down from the Village Hall. (Cllr Offler voted against this proposal).

Action: DJ/JF

10. Parish Council Newsletter

The PC approved up to £140 to Inc Dot Com Ltd for the printing of the PC newsletter.

Action: DJ

11. Emergency Plan

A draft Emergency Plan was circulated to the PC prior to the meeting. The PC approved the plan. Copies should be distributed to those on the Emergency Plan list, and a copy held by the Clerk. **Action: BOC**

12. Double Yellow Lines at Strensall Rd End of The Village

Cars parking on the Strensall Rd end of The Village were forcing cars entering The Village to pull onto the wrong side of the road. The PC proposed extending the double yellow lines on both sides of The Village. The PC agreed to prepare a leaflet, with a map showing the proposal and tear off for comments, for residents in the old part of Earswick. **Action: BOC**

13. 2018-19 Regular/Committed Expenditure

The PC approved the 2018-19 regular/committed expenditure as given at appendix A.

14. Huntington Churchyard

Huntington PC has approached Earswick PC with a request to contribute towards Huntington Churchyard costs. Yorkshire Local Council Association (YLCA) had advised that (under Section 215 of the Localism Act) the Parish in which the Church stands should be responsible for the Church expenses. The Church stands in Huntington and New Earswick parishes. Representatives from Earswick PC, and Earswick’s Internal Auditor, attended a meeting with the Chairmen and Clerks from Huntington and New Earswick PCs. Earswick PC confirmed it will not be contributing towards any Churchyard expenditure now or in the future.

15. Items for Information

The Burial Authority is recruiting a new Clerk and Responsible Finance Officer. The PC asked the Clerk to write to Chairmen of Huntington and New Earswick PCs, and the Chairman of the Burial Authority, giving their views on the recruitment process, as follows:

1. A model job description from the YLCA should be obtained and adhered to;
2. The job advert, terms of employment and salary should be approved by all three PCs, and the advert sent to all three Clerks for display on Parish noticeboards;
3. Twenty-eight clear days notice should be allowed between placing the job advert and the closing date for applications;
4. The criteria for shortlisting candidates should be agreed by all three PCs, and a representative from each PC should be part of the short listing panel;
5. All application forms should be held for at least six months after the recruitment exercise is complete;
6. The interview questions should be agreed with all three PCs and not sent out in advance to candidates;
7. Representatives from all three PCs should be on the interview panel;
8. An independent Clerk should be at the interviews to take notes, and the incumbent Clerk should not attend the interviews.

Chairman’s Signature:

Date:

Earswick PC's Chairman and Deputy Chairman were going to meet with Huntington and New Earswick PCs, on the 26th March, to discuss the Burial Authority Constitution. **Action: DJ/SW**

The Local Plan is out for consultation.

The Chairman thanked all those who took the time to read and comment on the Draft Neighbourhood Plan. It was reassuring that most comments considered the Plan reflected well the needs and views of Earswick Parish.

Following this consultation, a small number of changes were made to the draft Plan to reflect the comments received from both statutory consultees and local residents. A summary of the comments and the changes made to the Plan can be found on the Earswick Parish Council website/Neighbourhood Plan.

The Parish Council agreed that the Neighbourhood Plan could now be submitted to City of York Council in line with the next stage of the process. It is anticipated that City Of York will publish the Submission Version of the Neighbourhood Plan for consultation shortly. During this period, residents and statutory bodies will be given a further opportunity to comment on the draft Plan.

The meeting closed at 8.45pm.

Joanne Fisher
(Parish Clerk)

Chairman's Signature:

Date:

EARSWICK PARISH COUNCIL - PRE-AUTHORISED PAYMENTS 2018/19

Description	Payee	Total authorised up to & incl VAT £
Maintenance Contract:		
<i>Grass cutting, strimming, weedkilling, marking out football pitch</i>	A. Hill	8,616
<i>Cutting hedges & shrubs</i>	A. Hill	1,152
River side hedge cutting	M Harland	102
Clerk's salary	J Fisher	4,990
Village Hall Boiler Heating Maintenance	Reynolds Plumbing & heating	115
Quarterly Fire Equipt Maint	Advance Fire Services	244
Water Rates	Yorkshire Water	35
Mole Treatment	Huntcatchkill PCS Ltd	554
YLCA membership	YLCA	306
SLCC & ALCC memberships	SLCC & ALCC	114
River Foss Society membership	River Foss Society	27
Audit Fee	PKF Littlejohn LLP	278
Data Protection Licence	Information Commissioner	43
ROSPA	Playsafety Ltd	172
Website Domain name & word press hosting	LazenbyBrown Digital Ltd	420
Bus stop lease	Mr & Mrs Beaumont	100
Maintenance of Scented Garden Lawn	R Warriner	70
Insurance	Zurich Municipal	1,050
Tennis Court Maintenance	Sports surfacing solutions Ltd	1,018.56
Meeting room rent	Village Hall Committee	400

Agreed at the Parish Council meeting on 19th March 2018

Chairman.....



Councillor.....



Date.....

19/3/18

Chairman's Signature:

Date: