

**Minutes of the Meeting of
Riccall Parish Council
held on 19 October 2020
from 7.30p.m
via Zoom**

Attending: Cllrs Keen (Chairman) Adamson, Dawson, Marston, Morton, Nuttall, Owens, Rimmer, Sharp and Tatterton.

District Cllr Duggan and County Cllr Musgrave

Mrs Glenda Brown- Admin Staff, Mrs Sandra Botham- Clerk & RFO

No members of the public were present.

1 Apologies and Declarations of Interest

There were no apologies for absence and no declarations of interest in items on the agenda.

2 Minutes of the meetings of Riccall Parish Council held on the 21 September 2020

The above minutes, including Private Session minutes, were accepted as a true record and adopted.

3 Report of progress and updates since the last meeting

District Cllr Duggan gave an update, noting he had been distributing posters in the village relating to drivers turning engines off when in waiting mode, to avoid fumes. He also noted that the current planning notices sent to residents from Selby DC, to notify of adjacent planning consultations, will no longer be issued. Notices will continue to be displayed on lampposts.

An update for September from P C Collins had been circulated to members and it was noted that PC Collins has been transferred to York until January.

The Clerk gave an update from action taken and developments since the last meeting:

- Parking issues reported by a resident following return to school, were passed onto PC Collins before he left the area. It was noted that this was also in the school newsletter to parents.
- Email sent to Area 7 regarding 20mps limit- see update item 12.
- A date has been organised for tree survey in early November.
- A letter has been sent to David Bowe NYCC, regarding A19 roundabout- copied to Cllrs Duggan/Musgrave and Nigel Adams office and has been acknowledged.
- Fly-tipping on Checker Lane reported by Litter Collector (possible asbestos sheet wrapped up) was reported to SDC.
- Cllr Keen reported overgrowth on PROW (Kelfield Road to allotments) and contractors dealt with it. Hedge cutting is also taking place.
- A resident emailed regarding concerns with parked vehicles around Northfield Lane. This was passed to police email enquiries in the absence of PC Collins.
- A resident emailed regarding residents' vehicles parked outside the park regularly and causing an obstruction. Area 7 were consulted. See item 12.

- Fly-tipping at the Dam at Kelfield Road was reported to SDC. An officer took photographic evidence and collected a wrapper with contact details attached and followed this up.
- The cycle rack has been fitted on the village green.
- Riccall Beacon has been prepared for editing and members were requested to let the clerk know if they could deliver them to usual routes.
- Further fly-tipping was reported this morning by Cllr Rimmer. 2 large loads had been left on Checker Lane. SDC are investigating.

It was noted that Cllr Musgrave had joined the meeting and he was offered time to report:

Cllr Musgrave reported that the letter sent to David Bowe regarding safety issues in the A19 will be answered specifically regarding Riccall, before David Bowe retires. Carl Battersby will be his replacement. He noted that Local Government Reform submissions should be made by 9 November to the Secretary of State. He noted the two proposals and that a public consultation will take place.

Selby DC and NYCC are supporting and working with Sustrans for funding to improve the cycle track.

Cllr Musgrave also noted funding left in his Locality Budget and that he welcomes ideas to support.

The next stage of the Selby Local Plan will be for consultation January- March 2021 and noted that housing, infrastructure, transport modelling and base data will be considered.

Cllr Musgrave left the meeting at 19.46pm.

4 Matters from Public Participation

Cllr Keen reported surveying of the PROW's taking place recently and Area 7 conformed that NYCC are considering transferring surfaced paths to Highways and unsurfaced paths to PROW.

Cllr Rimmer noted that the current fly-tipping in Checker Lane had contact details and will be followed up by SDC.

Cllr Dawson noted that the Selby Local Plan website included maps showing two of the village allotment areas red-lined. Cllr Duggan offered to follow this up.

5 Correspondence

5 (a) Correspondence requiring decisions:

None received.

5 (b) Correspondence for information only:

Email from resident regarding parking around Northfield Lane- the clerk noted that this has been forwarded to the Neighbourhood Policing team email as requested. It was noted that this is an area wide issue and that previous planning permissions had exacerbated the problem and that many residents do not park on their drives, instead choosing the road.

5 (c) Late Correspondence –to note only

None received.

6 Accounts October 2020

Accounts for October were approved.

The Clerk gave an update on the budget position and a bank reconciliation and confirmed that the second half of the precept has been deposited into the current account.

Section 3 of the External Auditor Report and Certificate of the AGAR was accepted by members.

Members considered amendments to on-line banking process and although the process was seen as sufficient, within the Yorkshire Bank service, the roles and access of the Corporate Administrators raised concerns.

It was RESOLVED to change to a bank which is specifically set-up to accommodate the requirements of council.

In the meantime, the current system will continue to be used.

7 Reports and Consultation

Cllrs Keen, Dawson and the Clerk had attended a presentation of the Selby Local Plan sites and reported back on land put forward. Cllr Duggan will keep council updated.

Cllr Keen reported from an Allotment training session noting it was interesting regarding associated laws and regulations.

Cllr Dawson and the Clerk had attended the Role of the Clerk & RFO training which was an interactive session.

Cllr Dawson had attended the Finance for Councillors training and noted the Investment Strategy.

8 Planning

8(a) Planning applications granted by Selby DC

2020//0629/HPA: Permission has been GRANTED for two storey extension to Hall Lodge, 5 Main Street, Riccall.

8(b) To consider the following planning applications:

2020/1018/FUL: Erection of a timber summer house to use as a dog grooming salon: 2 King Rudding Lane, Riccall.

It was RESOLVED to make a no objection response.

Cllr Duggan will make enquires regarding running a business from home.

8(c) Other planning matters

Members discussed distribution of consultations and agreed the preference was for the Clerk to distribute applications to lead members on the rota as previously carried out.

9 Recreational / H & S update

The Clerk reported on a matters that relate to the play equipment or sports field maintenance:

- Reports have been circulated on recent issues at park.
- Gavin replaced post and lats damaged and now has timber for further replacements.
- A Landscape Contractor carried out replacement of safety surface for basket swing- the basket has been stored in the container to allow the surface to settle without the heavy use.
- Playdale replaced the hammock bushes replaced/damper on aerial slide & tension checked. The Lengthsman was trained how to carry out the tensioning. A Burma bridge support was replaced, two were ordered but the timber was not available for both.
- The Litter Collector reported fast food remains left regularly in goal post areas. Collecting broken glass recently has been a problem and the suggestion to install storage area for brushes & buckets -bags etc is being assessed. A welder is checking the structure to see if this can be carried out.
- Trees from The Woodland Trust are due to be delivered in November. Some of these will be used on the park perimeter.

Cllr Nuttall reported on the timber tests that had been carried out and noted that the play equipment contractor would also inspect the timber equipment and will send in quotes for any work required. They noted that guarantees on timber are invalid if strimming marks are present. One post on the basket swing requires assessing and this is currently out of action with the swing in storage following the surface replacement. Further discussion took place regarding insurance and risks and if equipment should be put out of use. This will be considered further when the prices for maintenance are received. The clerk noted that the information would be received in the next couple of days.

Members discussed recent vandalism at the park. The use of security services and CCTV were suggested and previous experience with security was shared.

It was RESOLVED to seek quotes for security and CCTV services.

Members considered continuing with operational inspection regime with external provider. The Clerk noted the price for operational inspections has increase by £10 per inspection.

It was RESOLVED to continue for another year with three operational inspections and an independent Annual Inspection.

10 Car Park Working Group

Members considered the offer of assistance with producing the reports for the submission of the planning application. Mr Robinson has the required experience, and his offer will be accepted.

It was RESOLVED to accept the offer of assistance with the planning application.

The CAD drawings can be forwarded to him and the Clerk will make enquiries to see if a tree survey could be carried out by our Annual Inspection service.

It was noted that enquiries were made regarding Selby DC Policy RT1 but no response has been received. Cllr Duggan offered to follow this up.

11 Neighbourhood Watch

Cllr Rimmer had lost connection with zoom, but on his return, he offered to circulate information to members. Recent incidents in the village may result in more resident realising the need for N.W. Members agreed to discuss at the November meeting.

12 A19 and Traffic Issues

The Clerk had contacted Area 7 regarding recent enquiries. With regard to the request for 20mph limits the response was that the village streets of Riccall do not conform to other variations of speed limits other than what is already present.

An enquiry regarding the use of cones and signage to prevent parking, the response was that it would not be permitted for a resident to place cones or signage within the highway.

Cllr Musgrave (Item 3) had noted the response expected for the letter sent to David Bowe at NYCC, regarding the A19 junction.

13 Fields In Trust

Cllr Keen reported back from a seminar and members agreed that enquiries should be made regarding the current status of all open spaces with the intention to register these and Cllr Keen will follow this through.

14 IT equipment

Members considered purchasing headphones for staff and members. for use with on-line meetings to help with noise reduction and privacy. Two sets are required for office staff and nine members had replied to confirm they would also use them. Maximum costs of £35-40 will be sought.

It was RESOLVED to provide headphones for use by members and staff. These will belong to the Parish Council.

Members agreed to take item15 to Private Session.

16 WIFI and telephone

Members considered transferring office phone and wifi to clerk's home address at a cost of £99 to transfer the line and this also being a cost to return to it back to the office, at a later date when work resumes at the office.

It was RESOLVED to accept the above.

17 Minor Items for the next agenda

The clerk was asked to write to Northern Power regarding on going power cuts.

Item; to consider removing Delegated Powers given to the clerk in March.

The meeting was closed at 9.56pm and taken into Private Session.