

**Minutes of the Meeting of
Riccall Parish Council
held on 19 March 2018
from 7.30 p.m.
at the Regen Centre**

(Public Participation commences at 7.15pm, when members of the public can raise questions within the remit of the Council)

Attending: Cllrs Keen(Chairman) Adamson, Dawson, Field, Nuttall, Owens, Rimmer, Sharp, Somers-Joce and Wilkinson.

District Cllr Reynolds

Sandra Botham- Clerk & RFO

1 Apologies and declarations of interest

Apologies for absence were received and accepted for Cllr Kilmartin and County Cllr Musgrave. There were no declarations of interest in items on the agenda.

2 Minutes of the meeting of Riccall Parish Council held on 19 February 2018 (circulated).

The minutes for the above meeting were accepted as a true record and adopted.

3 Report on progress and updates since the last meeting

To receive an update from the District and County Cllrs where possible on action taken and developments since the last meeting – for information only-

The Clerk gave an update with details from North Yorkshire Police website noting a report of violent/sexual offence on or near Manor Garth and one of anti-social behaviour on or near Beech Park Close. There had been theft of fuel from parked HGV's on the A63.

Cllr Reynolds entered the meeting at 7.25pm and had no reports to mention.

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

- Flooded PROW Parsons Lane reported to NYCC – resident provided photo- NYCC previously reported to YW. PROW Officer has now arranged for gullies in Coppergate to be cleaned to see if that alleviates the situation.
- Chased up EA re cattle on river bank and stile requiring repair (EA have no workmen available to repair at present time.
- A Risk Assessment for the rebuild of the brick road sign has been approved by NYCC and work will go ahead when weather permits.
- Traffic was diverted around the collapsed drain on Landing Lane by work men from the garage site until NYCC could make it safe- a thank you has been included in the Beacon. This weekend two sets of the traffic lights were removed and thrown into the allotments causing problems for traffic. Area 7 replaced the lights.
- Information for residents re Council Tax has been put on the website at the request of SDC

- A letter has been sent to the owner of the crowing Cockerill on King Rudding Close to make them aware that it is disturbing neighbours
- Further fly-tipping was reported on Checker Lane- SDC officer came to remove during snow and some of the items have been removed.
- Chris from Tru-Green came into sign grass cutting contract
- EA have contacted regarding ownership of land at end of Landing Lane –it had been advised that it was York Water Company Ltd. Members confirmed that the area is known as ‘ Riccall Landing’ and is PC land.
- Grit bins were re-filled last week
- Tree work on Saunters Way has been delayed due to weather conditions.

4 Matters from Public Participation

None raised.

5 Correspondence

5a) General correspondence - requiring decisions:

None.

5b) General correspondence - for information:

Selby DC notification of a correction to Parish Precept.

Email from resident re planning issue to note SDC PO had visited the site and confirmed plans.

Selby DC consultation of Validation of Planning Applications (circ)please comment on-line.

Notification from YLCA of Ethical Standards consultation document on line-circ to members as advised by YLCA.

Selby DC Additional Sites Consultation. (none stated for Riccall)

5c) Late correspondence – to note only.

Historic England invitation to comment on recommendation for Riccall War Memorial being considered as having special architectural or historical interest. **Action:** Clerk to respond with support.

Riccall Community Archive Group request to display material in Village Green notice board to celebrate end of WW1 Anniversary. **Action:** Clerk to respond, agree to display and encourage further displays at other occasions.

YLCA training sessions for GDPR.(circ) – Members please contact Clerk for booking.

Parish Survey of Vehicle Activated Speed signs or Speed Indicator Devices- **Action:** Cllr Keen to complete survey

6 Accounts for March 2018

Payments for March 2018 were approved with the exception of cheque 003020 which needs to be considered by members see Item10.

The Clerk gave an update on the budget position and a bank reconciliation.

At 8.00pm a short break was taken to sign the cheques.

7 Planning

7a)

Selby Dc has granted planning permission for the following applications:

2017/1374/HPA Proposed first floor rear and single side extension following demolition of existing conservatory- Millfield house, 27 Selby Road, Riccall.

2017/0008/OUT: Outline application including access(all other matters reserved) for 8 no dwellings – Land south of, Holmes Drive, Riccall.

7b The following applications will be considered:

2018/0222/HPA: Proposed demolition of existing conservatory and erection of a two storey side extension- 67 Mount Park, Riccall. Lead Cllr Dawson made a recommendation of *No Objections* which members were in favour of.

2018/0142/COU: Proposed change of use of Garage A belonging to 54 Main Street to garage and change of use of Garage B belonging to 52A Main Street from a garage to a showroom. Lead Cllr Wilkinson recommended that the situation was no less than on the previous application at which *Objection* was raised for both the change of residential premises to business premise and the parking and access issues. Members were in favour of the Objection.

2018/0157/FUL: Proposed conversion of existing owners accommodation and guesthouse/restaurant into 4 No individual houses and 1 No additional dwelling, all as per previous approval 2011/0648/FUL.20 Main Street, Riccall . Lead Cllr Nuttall. It was noted that the application is as previous and a recommendation was made to accept the current proposal with *No Objections*. Members were in favour.

7c) Other planning matters

8 Reports and Consultation

Cllr Owens spoke on behalf of the Housing Group who had received plans from Broadacres Housing Association relating to access and had made a site visit with representatives from Riccall Land Charity to assess the plans. It was agreed for the Clerk to make further enquiries and request RLC comments in time for the April Full meeting when this will be added to the Agenda.

The Clerk reported that the IT equipment assessment has taken place prior to an Administration Assistant being appointed. A report has yet to be received. She also reported back for a Clerks Training day with YLCA noting that the course had been very useful and included the forthcoming new General Data Protection Regulations which are to be covered with further training offered to members as well as Clerks as responsibility will be with Council. It has been confirmed that the Data Controller cannot be the Clerk and a Data Officer will need to be appointed.

Cllr Keen noted that he had represented the PC and residents at a recent Planning Committee meeting at SDC for the planning consultation at Land South of Holmes Drive. He and Cllr Owens had also attended the Patients Steering Group at Beech Tree Surgery and a report was given.

9 Recreational / H&S update

The Clerk reported any matters that relate to play equipment or sports field maintenance:

- Recent vandalism and consuming alcohol (broken bottles and cans left) has been reported to Paul Bell PSCO. Several fencing laths were removed and the back rail broken- Gavin had ordered wood and was repairing the fence today.
- The new top bar for the basket swing has been ordered with a lead time of 4-5 weeks.
- Gavin has completed the wood structures and copies will be sent to Cllrs Dawson and Nuttall for assessment and any actions.
- A new gate spring is to be fitted to the junior area
- More play bark has been ordered and Gavin is working to get this in place for the Easter holidays.

10 Administration and Finance Committee

The draft minutes had been circulated prior to the meeting, The Clerk noted:

- an additional of an internal audit on HMRC payments to be introduced
- concern raised over the FSCS limit had been discussed with Selby TC, who did not move accounts to different banks.
- Index linking of the Insured Assets will be assessed when the renewal is due and park fencing may be removed from the listed assets to accommodate.
- Policies used by Council will be assessed at each Full Council meeting.

An application for a Community Grant had been assessed by the Committee who recommended approval. The application was made by the Village Institute for costs toward providing a lockable cupboard (as required by NYCC Library Services) to accommodate the Community Library books. It was noted that two Committee members had declared non-pecuniary interest, following which, a resolution was put forward for Council approve the grant.

It was RESOLVED to approve the grant of £400.

11 Agency Fees

The Clerk noted that Agency Fees paid monthly by Riccall United Junior Football Club have ceased. It is understood that the original agreement included £25 towards grounds maintenance costs which should continue although the repayment of other funds has ended. The Clerk will write to RUJFC Chairman.

12 Policy

Cllr Dawson advised that Training and Recruitment Policies are assessed as a priority as we are currently recruiting staff. Initially we will set up new policies and then review the existing ones. This will be an item on forthcoming agendas for the Administration and Finance Committee to assess initially, then take to Full Council for adoption/updating .

13 Minor items and items for the next agenda

Item for the car park/housing group.

The Clerk noted NYCC are to provide quotes to replace the decorative lamp on the Village Green.

There were no staff items therefore the meeting was not taken into private session.

14 Staff Matters

The Chairman thanked those present and closed the meeting at 8.56pm.