

**Minutes of the meeting of Riccall Parish Council**  
**held on 16 October 2017**  
**from 7.30 p.m. at the Regen Centre**

**Attending:** Cllrs Keen (Chairman) Adamson, Dawson, Kilmartin, Nuttall, Owens, Rimmer, Sharp, Somers-Joce and Wilkinson  
District Cllr Reynolds  
Sandra Botham- Clerk & RFO

**1 Apologies and declarations of interest**

County Cllr Musgrave had sent his apologies for absence which were accepted.  
There were no declarations of interest in items on the agenda

**2 Minutes of the meeting of Riccall Parish Council held on 18 September 2017 (circulated).**

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

**3 Report on progress and updates since the last meeting**

District Cllr Reynolds noted that Checker Lane is an item already on the agenda and will give his report at that point.

The Clerk noted that updates are now available on-line for North Yorkshire Police and reported that Police.co.uk gave 312 reports in August with 2 in the local area, one at Escrick (theft by employee) and one at Thorganby (nuisance/anti-social behaviour)

NYpolice website for Selby Rural Area recorded one incident 10 July and another 9 October

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

- A resident from The Meadows got in touch regarding drains and overgrown area of farmland behind Meadows & Hawthorns. Contact details for farmer- Mr Howie were provided and she was very pleased to report back that the issues were to be dealt with.
- Area 7 were contacted regarding some uncompleted work at the junction of Station Rise with Station Road where insecure barriers were causing problems. Mark Lumby came out and resolved the situation. He also requested the name of the company who installed the streetlights as drainage problems on Chapel Lane are likely to have been caused by the drains being blocked with debris at the installation stage- he also reported that an amount of wiring had also been buried causing problems.
- Residents reported overgrown hedges between Landing Lane & Ash Grove, Parsons Lane and along the footpath from Kelfield Road to the allotments. Hargreaves were contacted for a timetable for the hedges trimming which was W/C 9 October.
- Staff appraisals have been completed.
- A resident reported a fox hunt took place on the river bank- general information was sent as no response was received from the PCSO.
- Area 7 confirmed approval will be required for the brick village sign to be rebuilt. A form has been submitted and on approval a list of approved contractors will be supplied.( neither of the local builder's providing quotes hold the Street Works Approval).

- Several emails were received regarding the closure of the Post Office- statements from the Post Office Services were posted on the website to keep residents informed.
- Area 7 winter reports have started re gritting
- Further fly-tipping on Checker Lane (including documents with names and addresses) was reported to Selby DC- Cllr Rimmer noted over the weekend that this has been removed – SDC were contacted for an update and confirmed a site visit had been made and contract team removed the items and contacted YW regarding ownership- this is on-going. I noted that the previous fly-tipping had not been collected and the lady logged that and passed onto the officer to query.
- YW were informed that the fire hydrant post on Coppergate corner had collapsed. It was noted that it has now been removed and the stump remaining highlighted with yellow paint.
- A further quote has been received regarding replacement of the tree lights – K Rookes was contacted for advice- no response so far.
- The next edition of the Beacon is being prepared.

#### **4 Matters from Public Participation**

Parking on Church Street has been raised by a resident- see 5b.

#### **5 Correspondence**

##### **5a) General correspondence - requiring decisions:**

It was agreed to donate £50 to the SDC Chairman's chosen charity appeal-Selby Young Carers & York Cancer Research.

The October CIL statement recorded £75 for the period 1/4/17 to 30/9/17. All were in favour of making the claim. – **Action:** The Clerk will submit the forms.

A resident had emailed regarding fly-tipping on Checker Lane. Cllr Reynolds had replied. This had been reported to SDC as the rubbish included a name and address. They had inspected the site and removed the rubbish but due to unknown ownership of the road, they had not removed the previous load of fly-tipping. Cllr Reynold noted that ownership is unlikely to be registered. Application has been to Selby DC for the CCTV scheme at this location. **Action:** Item in Beacon regarding reporting vehicle registrations to SDC.

An invitation to the SDC 'Don't Be A Waster Lunch' on 1 November had been received.

##### **5b) General correspondence - for information:**

Emma Whittles forwarded comments from Fiona Coleman regarding delays and confirmed that Broadacres Housing Association are still committed to the site development.

Nigel Adams office had supported the PC by contacting Post Office management regarding the proposed closure of Riccall Post Office

Notification of Rough Sleepers survey by SDC is to be taken on 22 November. *Please report any in our area to the Clerk.*

##### **5c) Late correspondence – to note only.**

Email from resident relating to parking on Church Street. *The clerk noted the PCSO's had attended on three occasions recently at school times and as they were visible no problems occurred. School has been contacted to ask if they can remind parents that the Hare & Hounds car park is available to use.* **Action:** write to Sgt McNiff re visibility/attendance.

Notification from Regen Centre regarding office rental increase from 1 October to £272.73 pcm.

## **6 Accounts for October 2017**

Payments for October 2017 were approved. The Clerk gave an update on the budget position and bank reconciliation.

To note the second payment of the precept has been paid into the bank and will appear on the November accounts.

*At 8.05pm a short break was taken for signing the cheques.*

## **7 Planning**

### **7a)**

**Selby DC has granted planning permission for the following applications:**

None received.

### **7b The following application will be considered:**

**2017/0943/HAZ:** Application for consent under the Planning (Hazardous Substances) Regulations 2015 (Regulation 5) for the storage and use of substances- A19 Business Park Selby Road Riccall -Lead Cllr Sharp & Cllr Keen.

Cllr Sharp recommended '**No objections**'. All members were in favour.

**2017/0896/FUL:** Proposed construction of an electricity generation and storage plant- A19 Business Park Selby Road Riccall- Lead Cllr Sharp & Cllr Keen.

Cllr Sharp recommended '**No objections**'. All members were in favour. An additional comment will be made regarding the noise survey being approved by the relevant authorities.

**2017/1057/TPO:** Application for consent to crown lift to 2.5m, reshape and reduce crown by 20% 1no Holly tree (T1) and to crown lift to 3m drawback from property by 20% 5no Yew trees (A2) covered by TPO 5/1980-4 Beckwith Hall Drive, Riccall – Lead Cllr Dawson

Cllr Dawson recommended '**No objection**'. All members were in favour.

**2017/1027/TPO:** Application for consent to fell 1no Ash tree covered by TPO 3/2006- 11 Saunters Way, Riccall- Lead Cllr Adamson

Cllr Adamson recommended '**no objections**'. All members were in favour.

**2017/1051/OUT:** Proposed erection of a detached dwelling in the garden- York House, 3 York Road, Riccall. – Lead Cllr Owens & Cllr Rimmer

Cllr Owens recommended '**no objections**' as the previous issues had been addressed with regard to overlooking neighbouring properties. It will be noted that there are still concerns regarding the number of vehicles using the access. All members were in favour.

### **7c) Other planning matters**

It was noted that a Reserved Matter application for 31 York Road is on SDC planning lists so we are expecting a consultation.

## **8 Reports and Consultation**

### **Cllr Wilkinson reported:**

- that a meeting with developers at the garage site on Landing Lane did not take place but neighbouring residents had been consulted regarding fencing.
- The Village Institute monthly meeting reported that a good profit had been made from the Beer Festival. Concern was raised as the Chairperson and Treasurer had not attended the meeting. No Accounts have been prepared as yet, so no copy available to send to Charities Commission - Secretary chasing for relevant paperwork. There are two new committee members. Following a meeting with Chris Hailey - Norris, the secretary is preparing a wish list of works to put forward for funding.
- The 3 monthly change-over of library books has taken place and it was noted that the library opening times have been changed and are now held Monday mornings and Wednesday afternoons.
- It was noted that Sally Rawlings our contact for the garage site re-development has now left her post at SDC and it is not known if verbal agreements made had been put into writing. **Action:** Cllr Musgrave will be contacted to confirm this.

### **Cllr Adamson reported:**

- He and Cllr Keen had attended Eastern Area CEF event at Escrick which was very poorly attended by both stall holders and public. He also noted that the Police were not present.

### **Cllr Dawson reported:**

- back from the YLCA training 'Good Employers' which he and the Clerk had attended, It was noted that all aspects of employment should be transferred into Policy and that some procedures require adding to internal audit procedures.
- Beechtree Patient Group had met and Cllr Dawson noted outstanding issues with IT & phones and refurbishment of Carlton surgery.

### **Cllr Keen reported:**

- From the Sports-field Association Meeting noting lack of attendance from representatives of the football club and that both the Bowling & tennis Clubs had successful seasons.

### **Clerk reported:**

- From YLCA Branch meeting also attended by Cllr Keen. Inspector McNiff had given a presentation explaining the responsibilities of the Selby Hub and low staffing numbers to cover the area. He noted that attendance is made at CEF meetings for PC's to contact them as they do not have resources to attend PC meetings. He also responded to questions about stats noting that these are now available on-line.

YLCA requested any increases made in the Parish Precepts be reported to them.

It was also noted that the General Data Protection Regulations will cause considerable work, More information will be circulated when available with reports being worked by YLCA into plain english and training sessions offered. The start date is May 2018.

## **9 Recreational / H&S update**

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

Cllr Dawson had reported the following issues: Zip Wire - Bark chippings compressed - rake and add more bark (remove the weeds at the same time). Take off platform, replace two of the boards and general maintenance work.

Gavin started to rake the bark and found fixings from the overhead mechanism of the zip wire seat. The seat was taped up and 'out of use' notices displayed. Gavin fixed it for weekend use and will continue with raking. He is also assessing how much bark is needed. He has replaced the missing nuts & covers noted by Keith.

Gavin continuing with maintenance on skate park using sanding disks as burning off was not practical. He has requested another gate spring be replaced.

The Annual RoSPA report had been submitted and circulated to Cllrs Nuttall and Dawson who noted that a Medium risk status was due to bark replacement which is being completed. There were no major concerns, some items require monitoring and condition of wood in the ground was mentioned but we now have a procedure in place.

It was noted that mole hills are increasing **Action:** Clerk to check with contractor.

## **10 SDC Pool of Sites**

Details of the sites had been circulated prior to the meeting and had been commented on in the previous consultation. Cllr Reynolds was asked for his opinion. The Clerk gave a brief report from the presentation she had attended and noted that there are further presentations including the next two CEF meetings at the Regen Centre. (details were circulated).

## **11 Parish Councillor Vacancy**

Members agreed that the Admin and Finance Committee will produce a Draft Procedure to be approved by Full Council.

It was proposed that the recommendation made by the interview panel for the current vacancy be approved. One member abstained and the other six agreed to the recommendation.

**Action:** The Clerk will notify the applicants.

## **12 Cattle on riverbank**

Information received via the Environment Agency had been circulated prior to the meeting. It was noted that the onus for safety to walkers is on the farmer. **Action:** The Clerk will write to the farmer requesting further information, a Risk Assessment and Method Statement.

## **13 Container**

Planning permission has now been granted for the RUTD Juniors container. **Action:** Clerk to contact Ian Johnson and pass on Cllr Nuttall's contact details to progress the risk assessment

## **14 Christmas Carols on the Village Green**

It was noted that the Riccall Band will be pleased to play Carols on the Village Green on Christmas Eve again and would also like to add singers. They have supplied dates for practices and the Clerk has checked availability with Village Institute and Regen Centre. Ann Saunders has offered the Church for use in case of bad weather. **Action:** The Clerk will look into options for song sheets and book venues.

## **15 Tree Maintenance**

Works on the trees on Saunters Way will be booked.

Further enquiries will be made regarding new lights for the tree on the village green and will be taken forward to the November meeting.

**16 Minor items and items for the next agenda**

None.

*There were no topics for Item 17 therefore the meeting was not taken into private session.*

**17 Staff Matters**

*The Chairman thanked those present and closed the meeting at 9.58pm.*