

Minutes of a Meeting of Strensall With Towthorpe Parish Council held on Tuesday 8th December 2009 in the Village Hall Strensall

Agenda Item 1 - Attendance: Parish Councillors P. Jesse (Chairman), K. Marquis (Vice Chairman), J. Chapman, R. Plant, J. Scott, Mrs. S. Nunn, Mrs. J. Smith, A. Swales, N. Smith, I. Cuthbertson, C. Chambers, A. Young and D. Baxter

Agenda Item 2 - To receive and accept apologies for absence: Apologies for absence were received from Cllr Miss E. Blacklee.

Agenda Item 3 -To confirm and sign the minutes of the last meeting held on 10th November 2009 – The minutes of the meeting held on 10th November 2009 having been circulated were considered. Cllr N Smith reported that on page 2 the word verbosity should be veracity. Cllr N Smith also referred to page 57/58 of the October minutes amendment to cover the point referred to in Item 13. Cllr Jesse apologized for not distributing the amendment prior to accepting and signing the minutes. Cllr Cuthbertson pointed out that pages 57/58 were amended to show the item discussed at the previous meeting. Cllr Marquis stated that pages 57/58 were a copy to the hand written alterations made at the last meeting. On the proposition of Cllr S Nunn, seconded by Cllr J Smith it was agreed that the minutes be approved and signed by the Chairman.

Agenda Item 4 - Matters Arising from minutes of 10th November 2009 - None

Agenda Item 5 -To receive the Police Ward Report and Cllr J Smith's Police Liaison Report and to consider any actions arising from those reports. Cllr Scott commented on Cllr J Smiths Police Report and said with regard to the comments in connection with the Village Hall there had been some misunderstanding but this had been sorted. It was agreed to accept Cllr J Smiths' report.

To consider letter from North Yorkshire Police on Neighbourhood Policing Guides and decide on actions. – Cllr Jesse commented on a letter received requesting volunteers to help with strengthening the Safer Neighbourhood teams.

Agenda Item 6 - To receive and approve the Reports of the Planning Committee- Cllr Chapman

Meeting 24th November 2009 –

1. Attendance: Parish Councillors J. Chapman (Chairman), K. Marquis, P. Jesse, R. Plant, Miss E. Blacklee, J. Scott, I. Cuthbertson, C. Chambers and D. Baxter

1 member of the public

Also in attendance was Michael Jones – City of York Council and Paul Atkins – Affordable Housing

2. Apologies: Parish Councillor A. Young

3. Declarations of Interests: Cllr Baxter declared an interest in the discussion regarding Affordable housing.

4. Affordable Housing – Mr. Michael Jones said there was a need for affordable housing to be provided in Strensall and explained the latest position regarding investigations for a suitable site. The Tannery, 22 Princess Road and land behind Farriers Chase were not available at this time for affordable housing. The only realistic option was the land between 92 - 100 The Village which was the site suggested previously.

Cllr Plant gave the planning history to this site and said there had been a High Court action to uphold a decision by Ryedale District Council to refuse building on this land. Mr. Plant also said that there was a large area of land in Brecks Land due to be released for development in March 2011 and felt that affordable housing could be incorporated in that development. This was discussed at length but it was felt that this was not an option for the Housing Associations which would be providing the affordable houses for rent.

The option for the site at 92 – 100 The Village was again discussed at length, including drainage, schools, open space areas, play schemes, access etc. Mr. Atkins said that City of York Council and the Affordable Housing team wanted to work with the Parish Council and the community and all these concerns could be thrashed out when the scheme was being drawn up. What City of York Council and the Affordable Housing team wanted now was agreement in principle from the Parish Council for them to go further with their investigations on this site, although he did say that they had spoken to the land owners. Mr. Atkins stated that any affordable houses provided in Strensall would be allocated to Strensall people.

Cllr Cuthbertson, proposed that the Parish Council support the investigations of affordable housing sites in Strensall and Towthorpe without any commitment to any site being used for affordable housing and the Parish Council is kept up to date with proposals. This was seconded by Cllr Chambers it was put to the vote. There were 7 votes for the proposal and 2 abstentions. The proposal was carried.

5. Planning Applications:

a) 09/01957/FUL – Park House Farm Pottery Lane –
Conservatory to rear – no objections

6. To discuss and decide action in respect of Open Spaces at
Western Park Strensall

It was agreed to contact the Enforcement Officer at City of York Council regarding the residents at 102 Middlecroft Drive and 3 Wood Close, encroaching onto open space land.

Cllr Chapman and Cllr Jesse agreed to speak to Mr. Calvert regarding the open space land he had purchased at Western Park, to see what his intentions for the land were

and whether we could purchase this land from him.

7. Decision Notices received from City of York Council:

Ref: Location CYC Dec. PC Rec:
09/01710/LBC War Memorial Approven/comment
09/01652/FUL 69 The Village Refuse object
09/01653/CAC 69 The Village Refuse object

8. Any other business:

Planning updates as available:

Cllr Cuthbertson went back to the discussion on affordable housing and said this Parish Council should now get its act together and form a policy regarding the reserved land and decide what it wanted to incorporate in any development, i.e. education, surgeries, shopping, access etc. , otherwise the Parish Council's voice will be lost. Cllr Cuthbertson requested that this subject be placed on the January 2010 agenda as a specific agenda item. [Sec Note – CoYC arranging a “drop in” affordable housing meeting at the Village Hall on 8th January 2010 from 3.00pm to 7.00pm]

Meeting 8th December 2009 –

1. Attendance: Parish Councillors J. Chapman (Chairman), P. Jesse, R. Plant, J. Scott, I. Cuthbertson, C. Chambers, A. Young, K. Marquis and D. Baxter

2. Apologies: Cllr Miss E Blacklee

3. Declarations of Interests: Cllr Plant declared an interest in Agenda Item 5 Bonneycroft, 22 Princess Road, Strensall.

4. Planning Applications:

a) 09/01851/FUL – 69 Moor Lane –

Two storey rear extension following demolition of existing garage – no objections providing neighbours were consulted.

5. To receive and approve further response to Planning Application 09/01176/OUT Bonneycroft, 22 Princess Road, following changes to the site plan. – Cllr Chapman reported that a further letter had been sent to Ward Cllr Mrs Kirk. It was reported that 4 objectors were registered to speak at the Planning Meeting on 10th December 2009. Cllr Chapman was speaking on behalf of the Parish Council and a further letter would be sent to the Planning Officer as a planning update at the meeting on 10th December 2009.

6. Decision Notices received from City of York Council:

Ref: Location CYC Dec. PC Rec:
09/01128/FUL Hoxne Farm Approve Object

7. Any other business:

Planning updates as available:

Cllr Chapman reported that planning application 09/01767/OUT Manor Farm Towthorpe Road had been refused by City of York Council.

Agenda Item 7 - To receive a verbal report on Long Term Planning from Cllr N Smith and to consider any actions arising from that report – Cllr N Smith handed out a written summary report of the Meeting of the Long Term Planning Group which had been held on 17th November. Youth and Survey and City of York Council Youth Services – it was agreed to restart this with another meeting and to provide recommendations to a future Parish Council Meeting. Christmas Trees –It was agreed to accept the proposals of the Finance Committee meeting held on 30th November 2009. This subject would be put on the agenda of the June 2010 meeting. Long Term Planning report – It was proposed to put recommendations to the February 2010 meeting.

With regard to the Planning Meeting held on 24th November, 2009, Cllr Jesse said he had received a number of complaints from residents about the meeting. Following the meeting an anonymous letter had been sent to residents which contained incorrect information. Cllr Jesse stressed that all complaints must be channelled through the Clerk. A copy of the notes of this meeting to be sent to Michael Jones of City of York Council and Paul Atkins of Affordable Housing.

Agenda Item 8 - To consider and investigate the purchase of land for open space/leisure/recreation areas in the Parish. Cllr Jesse reported on the situation regarding the open space areas of land at Western Park and confirmed that the Parish Council had written to the Greenbelt Group but no response had been received. It transpired that there was a covenant attached to this land which meant that Shepherds may want to take it back after 2014 to build on. It was agreed that we should write formally to Shepherds to ask that this covenant removed and to find out what Shepherds intentions were. Cllr Jesse had spoken to Shepherds regarding a larger area of land [Hockey Pitch]. A number of other areas around the parish were discussed and it was agreed that a working group be set up to investigate the possibilities for these areas in terms of recreation/open space/leisure. It was felt that the open space area at Leyfield Close, which the Parish Council already leased from the City of York Council was a strong possibility for constructing a BMX track. The working group would consist of J Chapman, N Smith and A. Young. Terms of reference would be drawn up and ratified at the next meeting.

Agenda Item 9 - Finance:

To receive a report from the Finance Committee meeting held on 30th November 2009 and decide and approve any actions arising from the report. Cllr Marquis asked for any comments arising from the Finance Committee report. Cllr Scott said he and Cllr S Nunn would draw up a suitable Risk Management Policy for this Parish Council. Cllr N Smith said that although he was listed in those attending the Finance

Meeting, he did arrive late. With regard to item 14 of that report, the school had already got their Christmas Tree and the invoice had been sent to the Parish Council. the Ship Inn had ordered theirs and the invoice would be paid by the Parish Council.

To consider and agree the following accounts for payment:

General Account:

	Code	Ex VAT	inc VAT
S. Walker – salary & hol pay	101	£832.44	£832.44
J. Chapman	102	£20.64	£23.74
Parkland Plowden	306	£712.50	£819.38
Landmarc	312	£173.75	£173.75
Newsquest	102	£190.00	£281.50
St. Mary's Church – Outreach Donation	203	£400.00	£400.00
St. Mary's Church – Churchyard Main	408	£500.00	£500.00
Post Office	102	£54.00	£54.00
Deans Garden Centre	306	£52.17	£64.99

Receipts:

NIL

Cemetery Account:

Payments

NIL

Receipts:

NIL

To agree arrangements for the final payments to the Parish Clerk: - Cllr Marquis reported the following payments:

Salary and holidays	£386.49 + £445.95
Office Accommodation	£66.67

With regard to the gratuity this had been confirmed by YLCA at £4,717.88, payable after 15th December 2009. On the proposition of Cllr S Nunn, seconded by Cllr Plant, it was agreed that the above monies, including the gratuity be paid.

Cllr Jesse reported that the candidate selected for the offer of appointment of Clerk had withdrawn her application.

To consider and decide on action on expenditure for the replacement of office equipment – Cllr Marquis requested authority to purchase equipment as detailed in the Finance Report. This was discussed at length. Concern was expressed that this was costing a lot of money when the Parish Council would be without a Clerk as from 15th December. However, on the proposition of Cllr S. Nunn, seconded by Cllr Chapman, a vote was taken. The vote was 11 for, 1 against and 1 abstention.

To consider and decide action in connection with expenditure for a parish office. This was discussed at length and on the proposition of Cllr S Nunn, seconded by Cllr J Smith it was agreed to go ahead with the provision of a Parish Council office, as

detailed in the Finance Report.

Agenda Item 10 - Appointment of Parish Clerk

To accept the recommendations of the Recruitment Committee in relation to the appointment of a new Parish Clerk and to decide appropriate actions. As reported above the candidate to be offered the post of Parish Clerk had now withdrawn her application. Cllr Jesse reported that as from 16th December the Parish Council would be without a Clerk and the Councillors needed to stand in and share the work. Cllr Wiseman said she would take this matter to City of York Council tomorrow to see if there were any possible candidates. Cllr Cuthbertson said this was a public post and deserved the correct approach. It was agreed that the recruitment committee needed to meet again and commence advertising again.

In the short term Cllr Cuthbertson volunteered to write minutes and prepare agendas for the next two months. Cllr Marquis agreed to pick up the day to day function with the help of other Councillors. Cllr Marquis presented two documents to the Parish Council relating to the present Clerk's offer of continuing to assist with the administration and the Cemetery. However, Cllr Cuthbertson said Councillors had a right to see the document before any decisions are made. However, the Clerk was mindful that some Councillors had previously expressed their concerns at reappointing the present Clerk on any basis and therefore the Clerk offered to withdraw any assistance if this is what the Councillors required.

It was agreed that an extraordinary meeting of the Parish Council would be held on Tuesday 15th December 2009 to consider and decide on what action to take between the 15th December and appointing a new Clerk, and whether they wanted to take up the offers from the existing Clerk. Cllr Scott asked that an urgent agenda item for play areas was also put on this agenda.

Finance Regulations – On the proposition of Cllr Chambers, seconded by Cllr S Nunn, it was agreed that the recommendation in the Finance Report regarding Finance Regulations be accepted. Clause 3.2 duly amended and Page 1 replaced.

Agenda Item 11 - To receive Councillor's Reports/Updates:

Highways – To receive details of letter from CYC regarding the formal adoption of Littlethorpe Close – Cllr Marquis reported that the Open Space area at Littlethorpe Close had also been adopted by City of York Council.

To consider and decide on proposals for Vehicle Activated Sign – Ox Carr Lane - It was agreed to accept the proposals.

Open Spaces – To consider and decide action regarding Open Space at Western Park Strensall – see Item 8.

Cllr Jesse reminded Councillors that all emails, correspondence etc especially between the Parish Council and other bodies should be forwarded to him so that he was aware at all times of current situations.

Street Lights – To consider the email from Lynette Nelson regarding Alexandra Road and decide actions. – Cllr Marquis said that there was an agreement with the MOD and City of York Council regarding maintenance of street lights in this area. Ward Committee funding should be sought for extra lights. Cllr Wiseman reported on a request for additional street lighting in the Kirklands area. Again Ward Committee funding should be considered.

Notice Boards – see Cllr Marquis’s report – no response from Magson’s.

Bus shelters had been cleaned, thanks to Cllr Chapman for organising the work.

Agenda Item 12 - To consider correspondence received:

The Clerk reported that the quotation for grass cutting for 2010 had been received from Deans Landscapes. This was for the agenda for the finance Meeting on 4th January 2010.

The Clerk reported on a letter from Rev Martin Harrison requesting financial assistance for the provision of a new boiler and other works at the Church. This was also an item for the Finance Committee on 4th January 2010.

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Date and time of next meeting 12th January 2010 – 7.00p.m. Village Hall Strensall

Signed.....Chairman

Date.....