

Minutes of a Meeting of Strensall and Towthorpe Parish Council held on Tuesday 10th
November 2009 in the Village Hall

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

Also in attendance for part of the meeting were Ward councillor Mrs S Wiseman and 4 members of the public.

Agenda Item 2 – To Receive Apologies for Absence: Apologies for absence were received from Parish Councillor C. Chambers.

Cllr Jesse asked if Councillors or members of the public wished to speak they should indicate by raised hand. Previous meetings had become rather difficult to follow with Councillors all trying to speak over the top of each other or talking amongst themselves.

Agenda Item 3. – To approve and sign the minutes of the Parish Council Meeting held on 13th October 2009 – The minutes of the meeting held on 13th October 2009, having been circulated were considered.

Correction points were agreed as follows:

Cllr Scott – Page 55 – the word verbosity should be verosity.

Cllr Smith requested a number of comments and corrections regarding the minutes. These were all approved by Council and Cllr Marquis agreed to make the hand written alterations. With regard to the signing of the minutes Cllr Cuthbertson said that once the corrections had been hand written onto the minutes, these could be signed by the Chairman at the end of the meeting.

Agenda Item 4. – Matters arising from the minutes of the meeting held on 13th October 2009 (for information only).

Cllr Jesse reported on Item 13 – Clerks resignation - the terms of reference for the recruitment committee, which had been detailed by the Chairman on Pages 57/58 were confirmed. These terms were 1. Advertise Post. 2. Send application forms and job description to all applicants. 3. To seek out and arrange permanent PC office accommodation (as opposed to clerk working from home) with set times for public access. 4. To short list applicants and request references. 5. To arrange appointment process.

Agenda Item 5 – Police Report/ Cllr J. Smith’s Police Liaison Report.

Cllr J. Smith’s report had been issued with the agenda. Cllr Smith also reported on recent events since the report was issued. A member of the Bowling Club also reported on recent vandalism at the Club and said they had been advised by the Police to fence the area. He agreed to obtain estimates for the cost of this work and the Parish Council would look into the possibility of providing a grant for this work. Cllr Marquis requested any application for funding to be with the Parish Council as soon as possible so that this could be considered in the budgeting process.

Agenda Item 6 – To receive the report of the Planning Sub-Committee.

Cllr Chapman gave the following reports:

Planning Meeting: 27th October 2009.

1. Attendance: Parish Councillors, J. Chapman, Miss E. Blacklee, J. Scott. A. Young, D. Baxter, C. Chambers and R. Plant
Mr Ben Baldwin of Manor Farm Towthorpe was also in attendance.
2. Apologies: Apologies for absence were received from Parish Councillors P. Jesse and K. Marquis
3. Declarations of Interests: Cllr Plant declared an interest in planning application 09.01176/OUT and took no part in the proceedings for this application.
4. Planning Applications:
 - a) 09/01176/OUT – Bonneycroft 22 Princess Road –
Outline application for erection of nursing home – amendments - Cllr Chapman outlined the amendments to this application. It was agreed to reiterate the Parish Councils original objections and add the following concerns:
The extended width of the entrance would affect the trees.
The 3 storey building was too imposing.
There was no change in the scale and mass of the development.
Cllr Scott proposed that the Parish Council respond to this application by saying that they reiterate their original objections and that the amendments do not cover all of our original objections.
 - b) 09/01756/FUL – 51 Barley Rise -
Single storey side extension – no objections providing neighbours are consulted.
 - c) 09/01767/OUT – Manor Farm Towthorpe Road

Erection of 4 no detached dwellings – this application was discussed at length. Cllr Chapman stated his concern that City of York Council had accepted this application as an outline application when City of York Local Draft Policy states that applications for development in Conservation Areas should be full application not outline.

Cllr Plant proposed that we should write to City of York Council on this application as follows:

“The Parish Council are concerned that City of York Council had accepted this application as an outline application when City of York Local Draft Policy states that applications for development in Conservation Areas should be full, not outline and there is insufficient evidence to consider this application. Towthorpe Hamlet is a Conservation Area. We as a Parish Council are loath to see development in this Conservation Area which can adversely affect the quality of Towthorpe Hamlet. However, as we have already said we believe we have insufficient information from City of York Council as to their policy for Towthorpe in the future and whilst we would object to development which is not in keeping with Towthorpe we can make no decision to oppose nor to recommend acceptance without any further guidance in writing from City of York Council”.

On the proposition of Cllr Plant seconded by Cllr Baxter, it was voted to write to City of York Council as per Cllr Plants proposal, with one abstention.

It was also agreed to write to City of York Council seeking clarification of their future development policy for Towthorpe as the Parish Council had not received any official information from them on this matter.

5. Decision Notices received from City of York Council:

| Ref: | Location | CYC Dec. | PC Rec: |
|--------------|---------------------------|----------|--------------|
| 09/01585/FUL | 5 Netherwoods | Approve | n/objections |
| 09/01522/FUL | 6 Duncombe Drive | Approve | n/objections |
| 09/01234/FUL | Vale of York Caravan Park | Approve | Object |
| 09/01539/FUL | 21 Church Lane | Approve | n/objections |

6. Any other business:
Planning updates as available:

Planning Meeting – 10th November 2009

- Attendance: Parish Councillors J. Chapman, K. Marquis, R. Plant, Miss. E. Blacklee, J. Scott, A. Young, P. Jesse and K. Marquis.
- Apologies: Parish Councillors C. Chambers

3. Declarations of Interests: None

Page 65

4. Planning Applications:

a) 09/01406/CLU – Manor Farm Towthorpe Road, Haxby

Certificate of Lawful use for the proposed siting of a mobile home. -

Manor Farm is in a Conservation Area. The Parish Council agreed that they do not object to this application if the mobile home is resited to the back of the house to lessen the impact on the green belt and it does not become a permanent residence. There are concerns with permanent connection to the sewage system. The use of conditions allowed are taken into account.

5. Decision Notices received from City of York Council:

| Ref: | Location | CYC Dec. | PC Rec: |
|------|----------|----------|---------|
| None | | | |

6. Any other business:

Planning updates as available:

| | | | |
|--------------|-----------------|---------|--------------|
| 09/01601/FUL | 81 Northfields | refuse | n/objections |
| 09/01640/FUL | 7 Shelley Drive | approve | n/objections |
| 09/00588/CPU | OS Field 3000 | refuse | object |

Cllr Chapman reported that the issue with Street lights and road conditions and possible planning enforcement issues as outlined by Ben Baldwin in his recent email, were all being dealt with.

Affordable housing update – see report attached to agenda.

LDF – Cllr Marquis stated that this was now going through another phase and it was likely that it will come back to the Parish Council next year.

Conservation Areas – Cllr Marquis reported that Strensall with Towthorpe Conservation Areas had been placed on the “At Risk” register by English Heritage. A meeting with City of York Council was required and would be likely to be held in the New Year. Cllr Jesse said that he was meeting with the YLCA Conservation representative tomorrow.

Agenda Item 7 – To receive a report on Long Term Planning from Cllr N. Smith.

Cllr N Smith's report was issued with the agenda. With regard to the provision of Christmas trees, Cllr Jesse said possible sites were the Ship Inn, the School, shopkeepers. Cllr Cuthbertson said if this discussion was to spend money the item should be on the Agenda. After some discussion Cllr Marquis proposed that the Parish Council support the idea in principle but not to be invoiced before the expenditure was approved. Cllr Cuthbertson agreed to make enquiries and provide some indication of the costs involved for the agenda item for the December meeting. Cllr Jesse requested a show of hands for this proposal. Apart from Cllr Cuthbertson who abstained on the show of hands, and 3 votes against, the proposal was approved. Cllr Jesse asked that the agenda item be presented to the Clerk for the next meeting.

Agenda Item 8 – Finance

Expenditure

The following accounts were presented for approval for payment this month from the General Account:

| | Code | Inc VAT | exc VAT |
|-----------------------------------|------|-----------|-----------|
| General Account: | | | |
| S. Walker – salary | 100 | £386.49 | £386.49 |
| Cllr N Smith | 104 | £35.51 | £32.27 |
| Cllr P Jesse | 104 | £13.29 | £13.29 |
| YLCA | 201 | £85.00 | £85.00 |
| Richard Bell | 307 | £74.75 | £65.00 |
| Deans Landscapes | 303 | £759.00 | £660.00 |
| J & J Ryecroft | 303 | £2,849.70 | £2,478.00 |
| M4UK Ltd | 306 | £32.20 | £28.00 |
| CPRE | 202 | £29.00 | £29.00 |
| ROSPA | 307 | £179.40 | £156.00 |
| Yorkshire Internal Audit Services | 105 | £250.00 | £250.00 |
| Darren Baxter | 306 | £60.00 | £60.00 |
| Campbells of Malton | 306 | £34.70 | £30.17 |
| Mazars | 105 | £327.75 | £285.00 |

Receipts:

Income received since the publication of the agenda:

| | |
|---|------------|
| City of York Council – double taxation | £18,869.16 |
| City of York Council – Ward Committee Grant | £2,400.00 |
| HMCS – Compensation payment | £5.00 |

Cemetery Account:

| | | |
|---------------|--------|--------|
| Payments | | |
| Darren Baxter | £65.00 | £65.00 |

Receipts:

NIL

On the proposition of Cllr S Nunn, seconded by Cllr Plant, it was unanimously agreed to pay the above accounts.

The Clerk reported that the accounts for the year ending 31st March 2009 had now been approved and signed by the auditor with no comments. The accounts were available for inspection.

To approve up to £1,500.00 expenditure to proceed with the recruitment of a Clerk: Cllr Cuthbertson asked exactly what this money was for. This was requested to deal with the recruitment of a Clerk, new office equipment, new office furniture

and the licence agreement for the provision of a Council Office. Cllr Cuthbertson asked about the advert, the hire of an interview room, travel expenses etc and commented that the Recruitment Committee may not have the legal knowledge required. The Recruitment Committee had not got authority to take on these matters. Cllr Cuthbertson said that the recruitment costs should be on the agenda and he was not sure about what the Parish Council were being asked to decide on. It was noted that there is a meeting on the 23rd November to ascertain what Robert Wilkinson School (City of York Council) were prepared to offer and at what costs. Cllr Jesse and Cllr Marquis apologised on behalf of the Committee if they had overstepped the mark but had conducted the business of the committee in accordance with the remit understood to have been agreed by council. Cllr N Smith said that a more detailed proposal for hiring of a room was needed. The costs of advertising were in the region of £200.00 and it was proposed to approve an amount of up to £400.00 for advertising and defer anything else to the next meeting. This was seconded by Cllr Scott and approved.

Cllr Marquis – report of the Internal Audit Interim Report for the year ending 31.3.2010 – Cllr Marquis said he had been unable to contact the auditor to discuss the report but expected to speak with her on Wednesday 11th November.

A Finance Committee meeting was arranged for Monday 30th November at 3.30p.m. in the Village Hall.

Cllr Marquis reported that a meeting was to be held at City of York Council on 21st December regarding Double Taxation, which he was to attend. Cllr Jesse was to attend as a YLCA representative.

Cllr S Nunn then left the meeting.

Agenda Item 9 – To receive councillor's reports and or updates

Highways – Cllr Young's report was issued with the agenda. Cllr Young agreed to set up a site meeting with City of York Council, the Parish Council and residents regarding the Southfields Road one way system.

He is also to contact City of York Council regarding the cemetery entrance.

Sports Association – Cllr Jesse reported on a letter received from Mrs. Tracy Dixon, asking the Parish council to take over the assets of the Sports Association. After some discussion it was felt that this was not possible. Cllr Jesse agreed to write to Mrs. Dixon with the Parish Council's decision and also to inform City of York Council of the situation with the Sports Association. Cllr Jesse reminded the meeting that if the Sports Association failed, this had to be handed to a like minded organisation, which was what was stated in the Sports Association Constitution which was approved when Sport England gave the lottery funding.

With regard to Youth – it was agreed that this would now come in with Long Term Planning proposals.

Environment Committee – Emergency Plan – The plan had been issued via email, and Councillors appeared not to have received this. Cllr Scott went through the Report and proposed that the recommendations in that report be accepted. This was

seconded by Cllr J Smith and approved. Cllr Scott also agreed to arrange a test operation with the authorities.

Play equipment – Cllr Scott and Cllr Baxter agreed to look at the ROSPA report.

Agenda Item 10 – Publicity/ Website/Newsletter. – It was reported that the Vacancy of Parish Clerk had been advertised in Outreach and on the Website.

Agenda Item 11 – Robert Wilkinson School – Nothing further to report.

Agenda Item 13 – To consider correspondence received

Cllr Jesse reported on a letter from City of York Council informing the Parish Council that they could be awarded a grant of £53,000.00 through the Playbuilder scheme. Cllr Cuthbertson said the Parish Council should look very carefully at the terms and conditions of the grant before the precept is set and the Parish Council should move quickly on this.

Cllr Chapman and the community workers had cleaned up the War Memorial and surrounding area for the Remembrance Day Service.

The Parish Council had been awarded a certification from the Poppy Appeal. This would be hung in the Parish council’s new offices.

Cllr Jesse asked about Councillors having a Christmas drink, or lunch. This would be decided at the next meeting.

---o0o---

Signed.....
Chairman

Dated.....