STRENSALL with TOWTHORPE PARISH COUNCIL

The Village Hall, Northfields, Strensall, York YO325XW

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Chairman : Mr A H Fisher

MINUTES OF THE MEETING OF THE PARISH COUNCIL held on Tuesday 13TH August 2019 at 7.00pm at the Village Hall, Strensall

PRESENT

Cllrs Fisher (Chair), Baxter, Bolton, Chambers, Dr Cox, Hill, Maher, Mrs Nunn and Mrs Smith

1. APOLOGIES – Parish Councillors Chapman, Mattinson and Ogilvy City of York Ward Councillor Paul Doughty

2. DECLARATIONS OF INTEREST - None

3. MINUTES -

The minutes of the previous meeting (08Jul19) were approved and the Chairman authorised to sign them as a correct record. The Parish Council endorsed the approved minutes of the Planning Committee meeting on 23 July 2019 and noted the planning committee meetings of 09 July 2019 was cancelled, as there were no planning applications to discuss. **Resolution 130819/01**

4. PUBLIC PARTICIPATION – None

5. CITY OF YORK WARD COUNCILLORS

Cllr Fisher reported the following:

- Cllr Doughty had reported the unsatisfactory grass cutting at Church Lane and St Marys Close.

- A 2011 feasibility study for a cycle path between Strensall and York had a costing of £863,000, which could not currently be funded. Funding for parts of the cycle path were being researched, along with options for shared usage of current footpaths

- Julia Mulligan had been invited to attend a public meeting at Strensall or New Earswick, to discuss anti-social behaviour, but to date no reply had been received.

6. ORDINARY VACANCIES – No expressions of interest had been received.

7. MATTERS ARISING AND ONGOING ISSUES -

(a) **Police report –** The Parish Council noted receipt of the latest report. The Parish Clerk would ask if R.T.A.s could be included on the report.

 (i) Anti-Social Behaviour – Sat13Jul19

 PCSO3790 Jane Ridley had circulated a letter to properties around the Northfields area “We have noticed a rise in Antisocial behaviour in the area. This is a letter to inform you that we are aware and are working to solve the problem. You may see a rise in police patrols in particular on Friday and Saturday nights. We urge you to use the 101 system to report any anti-social behaviour in the area and not to confront youths. Alternatively, if the nature of the incident is high risk please utilise 999”.

(b) **Defibrillator** – Cllr Smith reported that the new defibrillator was in situ at the garage. Cllr Smith was currently conducting the weekly checks for both defibs, but would have to hand this over, when she moved. Cllr Nunn had arranged for the telephone box to be repaired/re-tiled, so ants should not be such a big problem in future. The Parish Council thanked everyone who had done work towards the defibs to date.

(c) **Floral Arrangements – Hanging Baskets/Planters/Christmas Trees** – The hanging baskets were all looking good. Cllr Nunn had arranged for one of the old planters to be removed, which left one still to remove on Moor Lane. Cllr Nunn had weeded the Village Sign tubs, but was alarmed to find a broken bottle “planted” in one. Cllr Fisher now has a site meeting arranged with Derek Grant, CYC to obtain quotes for electricity supply for Christmas tree at four possible sites – near Village Hall, West End, York Road, near Six Bells

 It was unanimously agreed that Cllr Nunn could purchase £50.00 worth of Crocus bulbs to plant along York Road.

(d) **City of York Council Speed Indicator Device Trial** – This should have been installed on 22Jul19 along with one in another parish. Unfortunately, both were delayed, due to an accident close to the site of the one in other parish, which now is home to a number of floral tributes. Therefore, installation of both had been delayed until 20Aug19

8. COMMITTEES -

(a) **Play Areas** – Northfields Senior Play Area Surfacing The Parish Clerk had received two quotes from Image Playgrounds and Park Lane Playgrounds, which differed greatly due to their opinion of what the solution should be. The Parish Clerk requested permission from the Parish Council to pay the fee, which would allow her to be present when the inspections took place. This was unanimously agreed.

(b) **Tree, Allotments and Open Spaces** –

 Woodland Trust – Free Trees for Communities It was unanimously agreed not to request any tree at this stage, until the Parish Council agreed their policy on how to reduce the reliance on imported trees, to try and avoid the spread of disease.

York Road – tree planting The Parish Clerk had written to British Gas, British Telecom, Npower and Yorkshire Water to ask about planting Cherry Trees along York Road. Only Yorkshire Water have responded to date, who are unable to give approval, as on viewing their mapping system, the verges in the area are littered with service lines, stop taps and fire hydrants. The Parish Council noted this and unanimously agreed to take no further action.

9. NEW MATTERS –

1. **Suggested employment of a Handy Man** – It was unanimously agreed in principle, so it could be researched before discussing further.
2. **City of York Council** – **requested amendment to the traffic order – West End** – It was unanimously agreed in principle, subject to adequate enforcement
3. **Darfield Close – request for grit/salt bin** – Cllr Fisher would advise residents to register as Snow Warden, then they would receive bins and applicators.

(d) **Durlston Drive – issues with usage** – the Parish Clerk had spoken to a resident, who reported disturbance due to noise, alcohol and speeding. The Parish Clerk had advised her to contact North Yorkshire Police. Cllr Nunn, who is the S.C.Y.S.A. representative, would speak to the committee.

10.  FINANCE REPORT -

(a) The invoices below were approved for payment: **Resolution 130819/02**

Cartmell’s Gardens, Ground Maintenance £931.00/£485.00

Tool Station, Play Area Lock £22.98

Stoneplan, Planters Storage/Delivery £144.00

(b) The payments below had been made electronically

Parish Clerk, Salary , Standing order £-

City of York Council, Commercial Waste £20.52

 (c) Income:

Cemetery £460.00

HSBC Interest £12.85

(d) Account Balances as at 31 July 2019:

Treasurers Account £15727.52

 Cemetery Account £11028.35

 Contingency Account + £15,000 Bond £62294.38

 Premium Account + £10,000 Bond £18562.38

 (e) Policy Review

 The Parish Clerk reported that she had conducted a review of the Best Practice and all necessary policies were in place. The report is attached to these minutes

 (f) Internal Control Checks – Cllrs Maher and Smith checked the bank statements against the balances reported above and checked the invoices against all the payments listed in 8a and 8b.

11. CORRESPONDENCE - None

12. NEXT MEETING - The next meeting is scheduled for Tuesday 10th September 2019 at 7.15pm.

There being no further business, the meeting closed.

Signed……………………………………. Chairman. 10th September 2019

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Step Two – To ensure the Parish Council has all the BP policies needed and if necessary, on website

**DOCUMENT: KEY:** Required Adopted Not Required

**BASIC GOVERNANCE** Member’s Register of Interests Log BP Dispensation Request form BP Member’s Dispensations Log BP Member’s Allowance Policy BP Councillor attendance register BP Shown in the minutes Planning register BP Co-option Policy and procedure BP

**OPENNESS AND ACCOUNTABILITY** Recording of Meetings Policy BP FOI Policy BP FOI Vexatious Requests Policy BP Rules for public session BP Social media Policy BP Media/Communications Policy BP Transparency Code compliance checklist BP

**DATA PROTECTION/GDPR** Data/information audit BP Documents management (disposal and retention) Policy BP Security Incident Policy BP Security Incident recording form and log BP Consent form log BP

**FINANCIAL** Grant awarding Policy BP Grant application form BP

**EMPLOYMENT/PERSONNEL** Recruitment Policy BP Appraisal procedure Policy BP Equal Opportunities Policy BP Expenses Policy BP Working from home Policy BP Sickness and Absence Policy BP Equality and Diversity Policy BP Grievance and Disciplinary Policy BP Health and Safety Policy BP Computer use Policy BP Mobile phone use Policy BP Bullying and Harassment/Dignity at Work Policy BP Procedure for requesting annual leave BP Training and Development Policy BP Substance Misuse Policy BP Lone worker Policy BP

Flexible working Policy BP

**ENVIRONMENT** Green/open space management policy BP

**PLAY AREAS** Play area inspection policy BP Play area inspection log BP

BURIAL AUTHORITIES Register and record of burials BP Register of graves BP Cemetery rules and charges BP

**ALLOTMENTS** Register of allotments/plots and plot holders BP Waiting list policy BP Copy of Allotment rules BP