**STRENSALL WITH TOWTHORPE PARISH COUNCIL**

The Village Hall, Northfields, Strensall, York YO325XW

e-mail: strensalltowthorpePC@outlook.com phone: 01904 491569

Chairman : Mr A H Fisher

**MINUTES OF A MEETING HELD REMOTELY ON TUESDAY 08th SEPTEMBER 2020 AT 7.15PM**

**Councillors Present:** Andrew Bolton Chris Chambers John Chapman Dr Helen Cox Tony Fisher \* Tony Gavin Duncan Hill Lawrence Mattinson Susan Nunn Kevin Ogilvy

**In Attendance:** Fiona Hill - Parish Clerk

**Public Present:** 1- Catherine Donohoe

\* City of York Council Strensall Ward Councillor

1. **To note apologies for absence and approve the reasons given:** None
2. **To receive any declarations of interest under the Parish Council Code of Conduct or**

**Members register of interests:**

Remembrance Sunday - Cllr Chambers – Church Committee Member

1. **To approve the minutes of the monthly Parish Council meeting of 11th August 2020:** Resolved – Approved (Unanimous, proposed Cllr Ogilvy, seconded Cllr Bolton)

To endorse the approved Planning Committee minutes of 10th March 2020, 28th July 2020 and 25th August 2020

Resolved – Endorsed (Unanimous, proposed Cllr Cox, seconded Cllr Bolton)

1. **To discuss the two ordinary vacancies following the Local Elections 2019**

Resolved – Catherine Donohoe was co-opted as a member of the Parish Council

(Unanimous, proposed Cllr Fisher, seconded Cllr Chambers)

1. **To receive matters raised by/with City of York Ward Councillors:**

Cllr Fisher reported on the current consultations regarding planning reforms and Local Government Re-organisation

Emergency Access – whilst conducting work on the CYC online mapping system, it had come to light that contrary to what CYC had previously advised, this was in fact an adopted highway, so CYC had been asked to clear it, as it has become very overgrown.

1. **To discuss and, if necessary, agree action on matters arising/ongoing issues:**

a) Councillors to receive report from Parish Clerk

Parish Council

On 28 August 2020, the YLCA White Rose Update was circulated and it includes the following:

Clerks under pressure to arrange face to face meetings instead of holding meetings remotely -

“YLCA advice continues to be that local councils and parish meetings should hold all meetings remotely. This issue has been covered previously in White Rose Update and is repeated here for information: To re-iterate the statement in the White Rose Update of 3 July 2020, the YLCA considers holding face to face meetings is contrary to government guidance and as leaders in the community, local councils should be seen as adhering to the principles of public life, leadership being one of them and pushing boundaries and bending rules is not what leaders should do”.

Here are the dates of forthcoming meetings, which will start at 7.15 p.m. - Tue13Oct20, Tue10Nov20, Tue08Dec20

Hanging Basket – In early 2020 an order was placed with Browns for the usual hanging baskets. Then “lock down” happened! As it was no longer possible for Cllrs to fix them at shops, it was arranged to contract Browns to do this. Quickly, it became apparent, that when the shops closed, no-one would be available to water them. Therefore, there was a problem. I emailed Cllrs to gauge interest in having a basket, but only received two expressions of interest, so I asked Browns if they could resell them. They kindly agreed to this, so the Parish Council didn’t have to pay for something it couldn’t use.

DMMO application 200203 - The Village-Southfields Road (Tescos Snicket) - On 24 August 2020, Russell Varley, Definitive Map Officer, City of York Council advised “This is waiting to have its order made”. Unfortunately, the timescale for completing this work is unknown.

DMMO application 2019111 - Haxby Moor Road to Towthorpe Road – On 24 August 2020, Russell Varley, Definitive Map Officer, City of York Council advised “There is a lot to go through with this one but it is looking like most of the evidence supports the main route by the river. There is less evidence for the various routes linking bits of Westpit etc with the riverside route. As I said I haven’t finished going through it all yet but, unofficially at this stage, the council might want to be thinking about how they deal with this. I suspect there may have to be more evidence gathered for these other routes but I will set it all out in my formal response, hopefully by the end of Sept, all being well”.

North Yorkshire Police Reports – I have emailed Sgt Lee Pointon at North Yorkshire Police to seek an update on when the monthly reports may recommence.

Planning Committee

Here are the dates of forthcoming meetings, which will start at 6.30 p.m. - Tue22Sep20, Tue13Oct20, Tue27Oct20, Tue10Nov20, Tue24Nov20, Tue08Dec20, Tue22Dec20

Cemetery Committee

A resident has purchased a grave space. Some time ago, when her husband died, was interred in the cremated remains section. Eventually, when she is laid to rest in the cemetery, she would like her husbands remains to be exhumed and placed in her grave. I am currently in contact with the Ministry of Justice and the York Diocese Office seeking to approve this in advance.

Finance Committee

I have contacted Ruth Prins to arrange the interim audit in October 2020

Play Area Committee

ROSPA Play Safety have emailed to advise that the inspections are scheduled to take place during September

Outstanding

* Image Playgrounds, table repair, Northfields Junior Play Area
* Jupiter Play & Leisure, porthole replacement, Northfields Junior Play Area

Trees, Allotments & Open Spaces Committee

Three Year Tree Risk Assessment - Bartlett Tree Specialists – Responded to my email on 28Aug20 as follows -“Yes, I completed the data collection last week, I now have to collate the data and produce the report. I've been delayed this week due to the inclement weather and I am away on annual leave from this afternoon so will make time when I'm back to complete the report”.

Townscape have been confirmed to provide four planters of the same design as previous years. Three quotes were requested/received for fixing them and York Landscapes Ltd have been awarded the contract. The exact site will be agreed and marked by myself along with Cllrs Chapman/Nunn along.

The allotment gate post has been repaired

Lewis Tree Services crown lifted the tree at Hallard Way as instructed.

Agenda Items Deferred Until Future Meetings

* Footpath Issues – Cowslip Bridge, Lock House river bank slippage, unauthorised diversion/barbed wire

b) Councillors to decide what, if any, further action to be taken regarding the two Oaks in Northfields Play Area, having received a report from the Parish Clerk at the previous meeting and subsequently receiving an email from Cllr Hill

 Resolved – The Parish Council would take no further action

 (Proposed Cllr Mattinson, seconded Cllr Chapman, 6 votes in favour, 4 votes against, 1 abstention – Cllr Hill)

Resolved – The Parish Council would arrange an annual climbed inspection of both trees, starting 2021

(Proposed Cllr Fisher, seconded Cllr Nunn, 9 votes in favour, 2 abstentions – Cllr Hill and Cllr Mattinson

c) Christmas Tree (s) Resolved – The Parish Council, due to the lack of a suitable site, would research fitting lights to existing trees within their open spaces (Proposed Cllr Fisher, seconded Cllr Chambers, Unanimous)

d) Speeding – including Speed Watch, VAS

 The VAS is still in situ, which the Parish Council are pleased about.

Cllr Mattinson reported that he had the radar gun, hi viz jackets and sign, but were still awaiting training, which was delayed due to Covid19.

Winter Flowering Pansies Resolved – The Parish Council agreed that Cllr Nunn could spend up to £200.00 at Browns Nurseries (Proposed Cllr Fisher, seconded Cllr Gavin, unanimous)

1. **To discuss and agree action on matters raised since last matters:**

Cllr Mattinson left the meeting

1. City of York Council – Double Taxation

Resolved – The Parish Clerk should submit a claim based on the 2020-2021 budget, asking for the policy used to calculate payments, as previous years appeared lower than expected. (Proposed Cllr Fisher, seconded Cllr Bolton, unanimous)

 Cllr Mattinson re-joined the meeting

1. Moorlands Nursing Home Planning Approval – Possible request for public enquiry

Resolved – The Parish Council agreed to request and Cllr Fisher would draft the letter, which would be circulated around Cllrs, before submission

(Proposed Cllr Fisher, seconded Cllr Chapman, unanimous)

1. Yorkshire Wildlife Trust – possible involvement with management of open spaces at Flaxton Road, Lords Moor Lane and Ox Carr Lane

Resolved – The Parish Council agreed that Cllr Fisher and Cllr Hill should meet with the Trust to discuss this and report back to a future meeting

(Proposed Cllr Fisher, seconded Cllr Hill, unanimous)

1. Great British September Clean 11-27 September 2020

Resolved – Those who were available, would meeting in the Village Hall Car Park at 1000 hrs on Sunday 20 September 2020. This would be advertised on the Parish Council website and Facebook page. Cllr Nunn would contact Iain Dunn, CYC to request litter bags and litter pickers

(Proposed Cllr Fisher, seconded Cllr Gavin, unanimous)

 e) Remembrance Sunday The Parish Clerk reported as follows:

St Mary's Church had emailed “As part of our forward planning we have recently been thinking about Remembrance Sunday, and due to Covid health measures we will not be able to conduct a large service in church as we might normally do. We are therefore thinking of making the gathering at the War Memorial a little more substantial, and that it would therefore be safe to pursue closing the road for about half an hour. We have contacted a professional team, Community Traffic Management, who have quoted us £300+VAT for all planning, consultation and staffing on the day. As this is an important civic event in the life of the village, we wondered if the Parish Council would be able to make a contribution towards this? Thank you for taking the time to consider this, and a quick response would be really helpful for our planning”.

The Parish Clerk replied as follows: “Thank you for your email and this matter is on the agenda for the Parish Council meeting next week. It is unlawful for a Parish Councils to give monies to a churches, expect for the maintenance of church yards. However, if the Parish Council was minded to support this event, it may be possible for the bookkeeping to be done by the Parish Council, so depending on the decision, I will advise further. In view of the government restrictions regarding Covid19, please can I ask you to provide further information regarding “crowd control” for your event”.

St Mary’s Church had responded as follows: “Thanks for getting this on the agenda for this week. It would of course be possible for the invoice to go to the Parish Council, so that the church is effectively making the contribution. With regard to Covid measures, as yet we haven't really discussed plans for crowd control, as guidance will be published by the national Church in the near future. Government guidance see [https://www.gov.uk/guidance/safer-public-places-urban-centres-and-green-spaces-covid-19/2-principles-for-safe-urban-centres-and-green-spaces](https://nam04.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.gov.uk%2Fguidance%2Fsafer-public-places-urban-centres-and-green-spaces-covid-19%2F2-principles-for-safe-urban-centres-and-green-spaces&data=02%7C01%7C%7C4fe37fe2be1a4a4f03bb08d850e6219d%7C84df9e7fe9f640afb435aaaaaaaaaaaa%7C1%7C0%7C637348296614646453&sdata=hYdxeeiofQ8dr%2FhnnOkIBOSXH%2Bey3w9DeiDZ%2BJnwjjo%3D&reserved=0)) does allow for gatherings above 30 people organised by charitable organisations or public bodies. The document does not give details of specific measures to be taken, but talks about mitigating and reducing risk by maintaining social distance, so signage and vocal reminders may be all that are required of us. I'm sure the Parish Council will appreciate that this is in the very early stages of planning, and much could change with regard to Covid-19 measures in our area between now and then. I look forward to hearing from you soon, and of course I'm happy to look into any further queries”.

Resolved – The Parish Council unanimously agreed to defer this matter until the next meeting, due to concerns about social distancing at events with large amount of people in attendance during the current health crisis. (Proposed Cllr Fisher, seconded Cllr Nunn, Unanimous)

1. **To discuss matters raised by/with Responsible Financial Officer (RFO)**

a) Bank Statements as at 31 August 2020: Treasurers Account £36838.68 Cemetery Account £7937.39 Contingency Account £62498.46 Premium Account £18657.14 Contingency Bonds £15000.00 Premium Bonds £10000.00

Total £150931.67

Made Up Of

|  |  |  |  |
| --- | --- | --- | --- |
| Double Taxation | Received 09Jan19 |  | 7622 |
|  |  |  |  |  |  |
| Ring-fenced Funds: | New Planters (Bought 6) | 2000 |  |
|  |  | Cowslip Bridge | 14000 |  |
|  |  | Neighbourhood Plan | 5000 | 21000 |
|  |  |  |  |  |  |
| Ear-Marked Funds: | Tree Works | 15000 |  |
|  |  | Grants |  | 6000 |  |
|  |  | Play Area Maintenance | 15000 | 36000 |
|  |  |  |  |  |  |
| General Reserve: |  |  |  | 86310 |
|  |  |  |  |  |  |
| Good Practice = Precept x up to 2 = | 104000 |  | -10592 |

b) To note Income received during August 2020 Cemetery £993.00 Allotment Rent £20.00 Interest £0.69

c) To note Expenditure received during August 2020 Parish Clerk Salary £ Parish Councillors Expenses £5.74 Townscape Planters £1701.98 Cartmell Gardens Grass Cutting etc £2503.00 Ashfield Play Post Rospa Works £876.00 BHA Trees Tree Inspection £390.00 Juniper Play Play Equipment £374.4 BT Landline/Broadband £213.31 York Landscapes Allotment Gate Post £144.00 Lewis Trees Tree Works £127.20 O2 Mobile £20.21

d) To adopt/re-adopt policies as follows: - Financial Regulations - Code of Conduct - Freedom of Information Policy - Complaints Procedure Resolved – The Parish Council re-adopted these policies (Proposed Cllr Bolton, seconded Cllr Fisher, Unanimous)

1. **To confirm the date of the next meeting as Tuesday 13th October 2020 @ 7.15 p.m.**

Resolved – Agreed