**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 13th OCTOBER 2020 AT 7.15PM**

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

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

**Public Present:** 0

\* City of York Council Strensall Ward Councillor

\*\* Arrived late

1. **To note apologies for absence and approve the reasons given:**  Chris Chambers, who is away and unable to attend a remote meeting

Resolved – Approved

City of York Council Strensall Ward Councillor Paul Doughty

1. **To receive any declarations of interest under the Parish Council Code of Conduct or**

**Members register of interests:**

None

1. **To approve the minutes of the monthly Parish Council meeting of 08th September**

 **2020:**

Resolved – Approved (Unanimous, proposed Cllr Cox, seconded Cllr Hill)

To endorse the approved Planning Committee minutes of 08th September 2020 and 22nd September 2020

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

1. **Public Session** - None
2. **To discuss the ordinary vacancy following the Local Elections 2019**

No expressions of interest

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

Cllr Fisher reported on the York outer ring road dualling scheme, which is currently out for consultation.

Emergency Access – Cllr Fisher is meeting tomorrow with a CYC engineer to discuss getting the adopted highway surface up to standard.

Anti-Social Behaviour – Cllr Fisher was asked to report to North Yorkshire Police, as a number of incidents had been reported on the Facebook incidents page

1. **To discuss and, if necessary, agree action on matters arising/ongoing issues:**
2. St Mary’s Church – Remembrance Day

Revd Katharine McBride emailed to advise “that due to the current uncertainty about the Covid situation, we have decided at St Mary's not to organise a large event at the War Memorial, and therefore we will not be using the traffic management company”.

Cllr Ogilvy joined the meeting

1. **To discuss and, if necessary, agree action on matters raised since last matters:**
2. Play Areas – RoSPA and inspections

The Parish Clerk reported as follows -

*When I started working for the Parish Council the play area was inspected – weekly by the Parish Council, quarterly by Park Lane Leisure and annually by Play Safety who issued the ROSPA reports. The quarterly inspections were cancelled, as it was felt this was not good value for money.*

*A Parish Councillor has asked if the weekly inspections are necessary and what is the legal requirements.*

*The British and European safety standard BS EN1176 and the Health and Safety Executive strongly recommend that all play areas have at least one inspection every year from an independent suitably qualified body such as RoSPA.*

*Guidance regarding inspections says “Inspecting your equipment on a regular basis is vital in spotting damage quickly. The exact frequency of how often you inspect your playground equipment will depend on how regularly and the number of children who use the equipment. As a rule, however, no less than once a month should ensure that you are able to notice any damage before it becomes dangerous or beyond repair”*

*There are some tasks, specific to SWTPC, which need to be done more frequently than once a month:*

* *Emptying the litter bin*
* *Raking the play bark under the swings*

The Parish Council discussed this at length.

Resolved – The Parish Council would continue with weekly inspections by Parish Councillors (8 votes in favour, 1 vote against)

Resolved – Cllr Fisher would ask City of York Council if they would collect rubbish from the bin in Kirklands Play Area, that the Parish Council currently empty

Cllr Ogilvy joined the meeting

1. Emergency Access Lock/Keys

The gate is locked with a standard padlock used by City of York Council. The Parish Council are aware that all emergency vehicles carry this standard key, plus bolt croppers, so access could be gained at anytime. In addition, the Parish Council has copies of the key.

1. York & District Amalgamation of Anglers – Tannery Weir

The Parish Council had received an email from the organisation as follows -

 *“I show below a recent report from one of our members.*

*I spent a fruitful couple of hours on the Foss at Strensall yesterday with an immediate glimpse of a kingfisher zooming above the river. Roach, dace, chublets and a big gudgeon on maggot were followed by a couple of 2lb chub on elderberry. whilst this might seem good I was very disturbed to see the low level of the river. I initially fished opposite the cemetery below what us Strensall lads called the tunnel. There must have been only 3" of water going over it, moreover there was a lot of exposed mud on each side of the bank. I viewed the weir 200yards below the bridge and sadly this has sunk lower, and water is now passing underneath, hence the very low water level seen. The issue with the Foss, especially in summer is the low flow and the high concentration of sewerage outflow from the Walbutts works. Clearly a recipe for a major fish kill.*

*Do YDAA have any influence regarding increasing the level by repairing the weir or at least preventing water flowing underneath it. This would raise the current level by at least 200mm (8") and thus minimise a potential fish kill by increasing the actual volume able to dilute the sewerage outflow.*

*To my knowledge this weir was not part of the Foss navigation system but was erected to enable the Tannery (now Foss View Close) to take water for their processing. Fishing the Foss in the 60's I recall the depth of water above the weir to be around 4 feet plus as I once had to strip off to attempt finding my glasses which had fallen in to the water whist casting in, I never did find them!*

*I have advised City of York Council of the above and would like to know if you would have any input that would improve the weir and also the environment for the fish population and he invertebrates that live in the river”.*

The Parish Council discussed this at length.

Resolved – The Parish Council, having now powers/duties, could take no action on this matter

1. The increased usage of the Common for recreational purposed to inform the Local Plan

Resolved – The Parish Council asked Cllr Fisher to obtain more clarity on this matter

Cllr Mattinson left the meeting

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

Parish Council

Here are the dates of forthcoming meetings, which will start at 7.15 p.m. - Tue10Nov20, Tue08Dec20, Tue12Jan21, Tue09Feb21, Tue09Mar21, Tue13Apr21, Tue11May21, Tue08Jun21, Tue13Jul21, Tue10Aug21, Tue14Sep21, Tue12Oct21, Tue09Nov21, Tue14Dec21

Christmas Trees – A number of companies have been approached about lights on existing living trees, but none are willing to quote, as the contract is considered too small!

Having re-opened the office on Monday 14 September 2020, following the change in Government Guidance, the office was closed again on Friday 25 September 2020, so I am now working from home again.

Planning Committee

Here are the dates of forthcoming meetings, which will start at 6.30 p.m. - Tue22Sep20, Tue13Oct20, Tue27Oct20, Tue10Nov20, Tue24Nov20, Tue08Dec20, Tue22Dec20, Tue12Jan21, Tue26Jan21, Tue09Feb21, Tue23Feb21, Tue09Mar21, Tue23Mar21, Tue13Apr21, Tue27Apr21, Tue11May21, Tue25May21, Tue08Jun21, Tue22Jun21, Tue13Jul21, Tue27Jul21, Tue10Aug21, Tue24Aug21, Tue14Sep21, Tue28Sep21, Tue12Oct21, Tue26Oct21, Tue09Nov21, Tue23Nov21, Tue14Dec21

Cemetery Committee

The Committee are meeting remotely on Thursday 22 October 2020 and will report to the Parish Council at the next meeting.

Finance Committee

Ruth Prins will conduct the interim audit, remotely, on Wednesday 14 October 2020

Play Area Committee

The ROSPA inspections were conducted on 15 September 2020 and the committee are now working through the report

Image Playgrounds have repaired the table and Ashfield Leisure have fixed the replacement porthole in Northfields Junior Play Area

The Committee are meeting remotely on Thursday 22 October 2020 and will report to the Parish Council at the next meeting.

Trees, Allotments & Open Spaces Committee

The Three Year Tree Risk Assessment has been received from Bartlett Tree Specialists and the committee are currently working through the report

The four planters are now in fixed and planted up.

The Committee are meeting remotely on Wednesday 14 October 2020 and will report to the Parish Council at the next meeting.

**Financial Report as at 30 September 2020**

|  |  |  |  |
| --- | --- | --- | --- |
| Balance at bank and in hand: |  |  | A/c No |
|  |  |  |  |  |  |
| Treasurers |  |  | 61408.58 |  | 11104098 |
| Contingency |  | 62501.64 |  | 93981827 |
| Premium |  |  | 18659.05 |  | 22422018 |
| Cemetery |  |  | 8732.55 |  | 03839958 |
| Premium Bonds |  | 10000.00 |  | 30712310 |
| Contingency Bonds |  | 15000.00 |  | 90712515 |
|  |  |  | 176301.82 |  |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 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 |   | 9814 |   |
|   |   | Play Area Maintenance | 15000 | 39814 |
|   |   |   |   |   |   |
| General Reserve: |   |   |   | 107866 |
|   |   |   |   |   |   |
|   |   |   |   |   |   |
| Good Practice = Precept x up to 2 = | 104000 |   | 3866 |

Income/Receipts (Sep20):

Precept £26000.00

Cemetery £804.25

Interest £5.09

Expenditure/Payments (Sep20)

Parish Clerk Salary £

Open Spaces £25.00

Play Areas £15.00

Office Expenses £50.75

Cemetery Water Rates £9.09

Resolved – The Parish Clerk would seek guidance on how internal controls could be conducted remotely

Resolved – The Parish Council adopted/re-adopted the policies recently circulated as follows (Unanimous):

* Freedom of Information policy and scheme
* Record Management policy
* Recording at meetings policy
* Privacy policies – general/stakeholder
1. **To confirm the date of the next meeting as Tuesday 10th November 2020 @ 7.15 p.m.**

Resolved – Agreed