**STRENSALL WITH TOWTHORPE PARISH COUNCIL**

The Village Hall, Northfields, Strensall, York YO325XW

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Chairman : Mr A H Fisher

**MINUTES OF AN PARISH COUNCIL MEETING HELD IN THE VILLAGE HALL ON THURSDAY 14TH SEPTEMBER 2021 AT 7.15PM**

**Councillors Present:** Andrew Bolton Chris Chambers (Chairman) John Chapman Tony Fisher\* Duncan Hill Ray Maher Susan Nunn

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

Paul Doughty and Tony Fisher \*

**Public Present:** 0

\* City of York Councillors

Today, Catherine Donohoe had emailed the Parish Clerk, to advise that due to works commitments, she must resign from the Parish Council. The Parish Council were sorry to received this news.

1. **a) To receive apologies for absence given in advance of the meeting:** Parish Councillors Lawrence Mattinson and Kevin Ogilvy

**b) To consider the approval of reasons given for absence:**

Resolved – Approved (Unanimous)

1. **a) To discuss the ordinary vacancies following the Local Elections 2019 and three casual vacancies (Total 5):**

Currently, no expressions of interest

**b) To discuss recognition for long service – Dennis Baxter**

Resolved – A National Garden Gift Voucher to the value of £100.00 would be purchased.

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

**Members register of interests:** None

1. **a) To approve the minutes of the Parish Council meetings of 10th August 2021:**

Resolved – Approved (Unanimous)

**b) To endorse the approved Planning Committee minutes of 10th and 24th August 2021:**

Resolved – Approved (Unanimous)

**c) To record loss of minutes prior to 2015**

The Parish Clerk reported that minutes were missing. The previous clerk had been contacted, but a response had not been received.

1. **Public participation on any subject relating to the agenda:** None

**21/34 To receive matters raised by/with City of York Ward Councillors:** Cllrs Doughty and Fisher had met with the North Yorkshire Police, Fire & Crime Commissioner Philip Allott and discussed anti-social behaviour and the issues with calling 101

**21/35 To discuss and, if necessary, agree action on matters arising/ongoing issues:** a)North Yorkshire Police monthly reports The August 2021 report had been circulated by email b) Neighbourhood Planning – Official thank you from P.C. – Keith Marquis Resolved - Cllr Fisher would draft a letter of thanks purchase a small present to accompany it. (Unanimous)

**21/36 To discuss and, if necessary, agree action on matters raised since last meeting:** a)War memorial – Wreath removal policy The War Memorial Trust issued guidance in 2017 entitled When to remove wreaths *“As with many other practices involving war memorials, there are no rules which state when wreaths should be removed from a memorial. Therefore, this is something which needs to be decided by the owner or custodian of the memorial following consultation with the local community. The Trust recommends that a policy is put in place by the custodian which details when the wreaths will be removed so that everyone is aware of when this will take place, and to ensure consistency in the future. Some people may be upset by wreaths being removed what they consider prematurely, whereas others may be concerned that wreaths have been left for too long. If wreaths are left in place for a long time they can begin to deteriorate which can lead to the memorial appearing as though it is not looked after and this can cause distress. Furthermore, wreaths which are left directly on the stone for prolonged periods, particularly in wet weather, can cause staining on the stone from either the wreaths themselves or from any metal ties in them, which can be difficult to remove. The Trust recommends that the person or organisation that has responsibility for removing the wreaths from the memorial undertakes consultation with the local community and any other interested parties, such as veterans’ organisations, to agree an appropriate timeframe to remove wreaths. Once this has been agreed it should be publicised in a suitable public place such as the council’s website, a village notice board or on the order of service for the ceremony”.*

The Parish Clerk had drafted a policy as follows:

 War Memorial - Wreaths and Tributes Policy

This policy relates to Strensall War Memorial.

Strensall with Towthorpe Parish Council has resolved that wreaths and crosses laid on Strensall War Memorial on Remembrance Sunday by local organisations and individuals should remain until mid May the following year.

If during the year, however, the wreaths or crosses are damaged this is deemed to be disrespectful and they will be removed by the Parish Council.

The Parish Council will lay a Royal British Legion remembrance wreath on Remembrance Sunday each year on behalf of the People of Strensall with Towthorpe.

The public is welcome to lay cut flowers on the War Memorial throughout the year, however these will be removed if deemed by the Parish Council to be an unsuitable tribute or if they have withered.

No artificial flowers (other than Royal British Legion wreaths or crosses), ornaments, windmills, lanterns, wind chimes, flags or balloons or anything deemed to be unsuitable are to be placed on or around the War Memorial.

The Parish Council shall not be held responsible for any damage or breakage which may occur to any tribute left on the War Memorial through any cause whatsoever.

Resolved – The Parish Council approved the War Memorial - Wreaths and Tributes Policy (Unanimous)

The Parish Clerk reported that the wreaths laid in November 2020, were removed last week by Cllr Chapman, as they were looking tatty.

b) Noticeboards – Usage policy The Parish Clerk had circulated some example policies, which the Parish Council agreed in principle, so a draft would be circulated shortly

c) Strensall Community News – Grant Request Resolved – The Parish Council awarded a grant of £200.00 towards the cost of printing paper copies. (Unanimous)

The monies would be held by the Parish Council and invoices would be presented to the Parish Council, who would paid the company directly, to the value of the grant. This was because a Parish Council cannot grant monies to an individual. The Parish Council would submit a small article into each edition.

d) Purchase of winter flowering plants for planters Resolved – The Parish Council agreed to spend up to £75.00 (Unanimous)

Cllr Nunn would purchase the plants. Cllr Nunn reported that on 27th September 2021 Cubs, Scouts, Brownies and Guides would plant bulbs along York Road and volunteers were welcome.

**21/37 To discuss and, if necessary, agree action, on any correspondence received:** None

**21/38 To discuss matter raised by/with Responsible Financial Officer (RFO):** a)Bank reconciliation, income received, payments made to date The Parish Clerk had circulated a financial report, which is shown below b) Internal controls checks Cllr Maher conducted these checks and everything was found to be in order c) Yorkshire Local Councils Association NTR

**21/39 To confirm the date of the next meeting as Tuesday 12th October 2021 at 7.15 p.m.:** Resolved – Approved (Unanimous)

