**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 TUESDAY 11th JULY 2023 AT 7.15 PM**

**Councillors Present:** Chris Chambers Tony Fisher\*\* Susan Nunn Daniel Pillai Christopher Tetley

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

**Public Present:** 1 – Maria Rawcliffe

\*\* City of York Councillor

1. **a) To receive apologies for absence given in advance of the meeting:**  \* Andrew Bolton, Lawrence Mattinson, Wayne Wigley

\*\* Paul Healey

**b) To consider the approval of reasons given for absence: \*** Resolved / Approved (Unanimous)

1. **To discuss the ordinary and casual vacancies:** Resolved / Maria Rawcliffe was co-opted to theparish council
2. **To receive any declarations of interest under the Parish Council Code of Conduct or**

**Members register of interests:**

Cllr Chambers – Archive Storage – Village Hall Committee

1. **a) To approve the minutes of the Parish Council meeting of 13th June 2023:**

Resolved / Approved (Unanimous)

**b) To endorse the approved Planning Committee minutes of 13th and 27th June 2023:**

Resolved / Endorsed (Unanimous)

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

**24/35 To receive matters raised by/with City of York Ward Councillors:** None

**24/36 To discuss and, if necessary, agree action on matters arising/ongoing issues:** a)North Yorkshire Police monthly reports The Parish Council noted receipt of the monthly report. b) Queen Elizabeth II Memorial Garden Cllrs Fisher, Nunn and Rawcliffe would form a working party, who would agree a design, so three contractors could quote for the work. c) Assets of Community Value within the parish Library Granted 09Apr18 Expires 08Apr23 Renewal Application drafted Garrison Church Granted 19Sep18 Expires 18Sep18 Renewal Application to draft Hirst Hall Granted 15Jul19 Expires 14Jul24 Renewal Application in diary

**24/37 To discuss and, if necessary, agree action on matters raised since last meeting:** a) Purchase of new laptop Resolved / The Parish Council agreed a budget of £500.00 and the Parish Clerk would research options. (Unanimous)

**24/38 To discuss and, if necessary, agree action, on any correspondence received:** None

**24/39 To discuss matters raised by/with Parish Clerk/Responsible Financial Officer (RFO):** a)Bank reconciliation, income received, payments made to date: 

 b)Internal Controls Checks: Cllr Fisher would conduct the checks tomorrow. c) Yorkshire Local Councils Association: Information provided was circulated around Cllrs. d) Policy Review – Resolved / The Parish Council adopted the updated Standing Orders. (Unanimous) Resolved / The Parish Council adopted the co-option policy/procedure. (Unanimous) The Parish Council reviewed the Openness & Accountability policies as follows: Freedom of Information Publication Scheme – Up to date policy on website Privacy Policies – Up to date policies on website Data Audit – Conducted annually and kept on file Subject Access Request – Form template held on file Data breach reporting form – Form template held on file Complaints procedure – Up to date policy on website CCTV Policy – Example policy circulated prior to adoption Transparency Code Checklist – Held on file Documentation Retention Policy – Example policy circulated prior to adoption e) Payments Approval Yorkshire landscapes Grass Cutting £1632.00 (including VAT) Strensall & Towthorpe Village Hall Menu Hire £460.00 (No VAT) Resolved / The Parish Council approved the payments as listed above. (Unanimous) f) Monthly Report from Parish Office The Parish Clerk had circulated a report to Cllrs detailing the issues she had dealt with since the last meeting, which included - trees in the car park between Ryecroft and Wainscroft, Douglas Firs have been offered by a Parishioner, SCYSA lease agreement

City of York Council were asked if on the Register of Interests form a Parish Councillor could put Address In City Of York Council Area as shown on the election documents. They advised that this is not allowable and there needs to be a reason why the address is withheld (this is where there’s something of a disconnect between electoral and local government legislation).  When I asked if there were any consequences for not completing the ROI they advised that failure to complete the register of interests, in accordance with the DPI regulations, is a criminal matter for North Yorkshire Police.

The Archive Cupboard within the hall is becoming full, large files are stacked high and are difficult to remove and the chair/tables/bowling mats make walking in/out of the room hazardous. I have submitted a request to the Village Hall Committee for another area more suitable for current requirements.

In response to the Parish Council email about Haxby Station, Cllr. Claire Douglas, Leader of City of York Council and of the Labour Councillors responded “Officers have confirmed any funding announcement from Government is expected by Autumn this year in order to meet its own deadline for delivering the station, while the planning application from Network Rail is expected next month.  Obviously these two main responsibilities to progress the scheme sit outside the council and so we await further action in each case. Of course, officers remain in frequent contact to push for deadlines to be met to deliver the station”.

In response to the Parish Council email about the Local Plan, Alison Cooke, Head of Strategic Planning Policy, City of York Council responded “I have been asked to respond to your email supporting the adoption of our emerging Local Plan and it’s associated timetable. As you will be aware, the Local Plan is currently in an Examination process with independent Inspectors. We have reached significant milestones with the close of public hearing sessions in autumn 2022 and with the completion of our final consultation on the proposed Main Modifications to the plan, as agreed with the Inspectors, at the end of March this year. The responses received and our consultation summary report have been submitted to the Inspectors and are now published on our [Local Plan Examination webpage](https://emea01.safelinks.protection.outlook.com/?url=http%3A%2F%2Fwww.york.gov.uk%2Flocalplanexamination&data=05%7C01%7C%7C5075ef7d47b8466803db08db811ef5b7%7C84df9e7fe9f640afb435aaaaaaaaaaaa%7C1%7C0%7C638245742207283765%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=waHyl%2Bkg0Ut5xr8K3a8P4Wt8llOFYTKrDzEDACiTBOg%3D&reserved=0) and [consultation portal webpage](https://emea01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.york.gov.uk%2Fplanning-policy%2Flocal-plan-proposed-main-modifications-consultation-february-2023%2F4&data=05%7C01%7C%7C5075ef7d47b8466803db08db811ef5b7%7C84df9e7fe9f640afb435aaaaaaaaaaaa%7C1%7C0%7C638245742207283765%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=WuzAZCGP2OTiehs8zkFZtGLY%2BfpfEXrkZv2G2oULtWk%3D&reserved=0). We now await the Inspectors consideration of the consultation outcomes and to be advised of any next steps in the process. Whilst it is the Inspectors who dictate this timetable, we are confident that the majority of issues have been dealt with through the hearing sessions and subsequent proposed main modifications. To this end, we anticipate that the Inspectors may be in a position to progress their final report for the Council. Subject to receiving this, we will likely be able to take the plan through to adoption via Full Council in the Autumn. You can keep up-to-date with progress and any correspondence via our Local Plan Examination webpage. Additionally, please do not hesitate to contact myself or the team directly via localplan@york.gov.uk for any further updates”.

Further to the flood alleviation drainage works conducted on Middlecroft Drive, Carlton Worville, Project Manager, CML emailed as follows – “Thank you very much for looking into if the council would accept the residents request for trees to be planted. I have since liaised with Network Rail who have advised that planting new trees at this location could affect the works in the future. The rationale behind the works was to alleviate third party flooding on Middlecroft Drive and the vegetation that was reduced has started to regrow so will not be agreeing to the planting of additional trees. If the council would like to pursue this further then please contact Network Rail direct. Thank you again for your cooperation during our works”.

**24/40 To confirm the date of the next meeting as Tuesday 08th August 2023 at 7.15 p.m.:** Resolved / Approved (Unanimous)