

ASKHAM BRYAN PARISH COUNCIL

MINUTES of the meeting of the PARISH COUNCIL

held on Thursday 20th October 2022 starting at 7pm in the Village Hall

PRESENT:

Councillor	Simon Peers (Chair)		
Councillors	Julie Barber	Helen Dawson	Mark Walker
	Jason Boakes		

In attendance: One resident and the Clerk.

1 APOLOGIES. Cllr. Smith.

2 VACANCIES. Cllrs. Boakes and Peers had each unsuccessfully approached people to suggest that they become Councillors.

3 DECLARATIONS OF PECUNIARY INTEREST: Cllr. Boakes reminded the meeting of a previous declaration regarding the planning application being a neighbour.

4 PUBLIC PARTICIPATION

One member of the public was in attendance with particular concerns about agenda item 9.4 (proposals for changes to the speed restrictions on Askham Fields Lane). The recent inquiry regarding public right of way number nine had highlighted confusion about the speed limit near the college. Alison Newbound, the City of York Council (CYC) Public Rights Of Way Officer was adamant that it was a 30 miles per hour (mph) zone (based on the distance between street lights) and therefore safe to divert the footpath. Both the residents and the Ward Councillor believed that it was actually 60mph and this had proved to be the case. CYC had sought to address this with Traffic Management order 14/14 which proposed reducing this to 40mph. The resident, Ward Councillor Hook and the Director of Estates & Facilities of the college had all responded to the proposals wanting the new limit to be 30mph. The deadline for objecting to the proposals was 21st October 2022 (the next day). The resident had concerns about children disembarking from buses. There were three bus stops on this stretch of road and infants and parents therefore cross the road twice a day when the volume of traffic is at its heaviest. Cllr. Peers had already spoken to the college regarding their aspiration is to make it 30mph.

5. MINUTES OF THE MEETING OF THE PC HELD ON 18th AUGUST 2022.

It was **resolved** that the minutes of the meeting of the PC held on 18th August 2022 having been circulated, be approved and that the Chair be authorised to sign, all in favour.

6. PLANNING

a. Planning Applications Received

22/01920/TCA - 4 The Court Main Street - Works to 1no. Chestnut tree to Crown Lift of 2.5m over footpath and of 5.2m from ground over Highway; Crown Reduction of 1.5-2.5m in length - tree works in a Conservation Area. It was noted that professional advice had been obtained and there were comments that the tree had a positive visual amenity. The Parish Council (PC) had **no objections** to the proposals.

b. Planning Decision Notices Received

None.

7 TO RECEIVE THE NORTH YORKSHIRE POLICE CRIME REPORT

There were no reported crimes in August or September.

8 REPORT FROM WARD COUNCILLOR HOOK

Ward Cllr. Hook was not in attendance but had sent a report which had been circulated. Most of this report was regarding the proposals for a new speed restriction on Askham Fields Lane, Her views overlapping with those expressed in the public participation (see above).

9 OTHER MATTERS.

9.1 Redevelopment of the Recreational Area

Cllr. Dawson reported on her meeting with a supplier of playground equipment. There was discussion about whether to have flooring under the climbing frame which at £10,000 would nearly double the cost of project and whether to have flooring only under the parts of the climbing frame where the danger of falling was greatest and whether the flooring could be retrospectively fitted. The supplier had suggested that grass was adequate where the overall height did not exceed one and a half metres. Without the flooring, the proposed equipment would cost £12,800. There was currently about £11,000 in the budget for playground equipment. She showed the meeting a couple of posters produced by the supplier showing what the equipment would look like. The equipment was based on wooden jigsaw towers. This catered for children up to the ages of eight or nine. There was discussion about the provision of goal posts and basketball nets, the option to include a slide and how long it would take the supplier to carry out the work once instructed. Cllr. Dawson would get more quotations.

9.2 Programme of reviewing Parish Council policies and documents: Standing Orders

The Clerk had carried out a review of the Standing Orders and circulated them for consideration. It was noted that there seemed to be two sets of standing orders merged into a single document, pages 1-9 being bespoke Standing Orders for Askham Bryan and pages 9-32 being based on a National Association Of Local Councils (NALC) template. It was **resolved** to reduce this, retaining pages 1-9 only to include the amendments suggested by the Clerk, all in favour, for example, removing the need to get three quotations for all orders over £500 and replacing it with a requirement that the PC endeavours to get three quotations (the requirement to get three quotations having held back completion of works in the past). It was felt that many of the sections in the NALC template were not relevant to Askham Bryan (for example the sections relating to points of order and disorderly conduct which were in any case covered by the Code Of Conduct). The revised Standing Orders would be circulated by the Chair to include a couple of minor changes (for example to paragraphs 3.11 and 3.13). It was reported that many of the trees supplied as part of the Platinum Jubilee green canopy had died and that the plaque had not yet been put up.

9.3 Remembrance Day 2022

The Clerk would order a wreath for delivery to Cllr. Peers. Cllr. Boakes would represent the PC at the Remembrance Day service on 13th November and lay the wreath.

9.4 To consider a response to proposals to introduce a forty miles per hour speed restriction on Askham Fields Lane.

See Public Participation and Ward Councillor's report (above). The PC considered the above proposals and the requests reported above that the speed limit be 30mph which if adopted would make the speed limit 30mph past the college, followed by a 40mph zone dropping back to 30mph on the approach to the village. The plans included a proposal that the 30mph zone be extended towards the college. It was agreed that the 20mph signs bought by the PC should be taken down and that repeater signs should be put up to remind people of the speed limit, there was confusion about the speed limit near the college and whether it was 30, 40 or 60mph due to lack of signs. It was believed that the legal limit from the roundabout to the BT depot was 30mph but a 60mph restriction was actually in place. The proposal was to make it a 40mph zone to just past the turning for Askham Richard. Accident statistics showed one accident though it was noted that the telecommunications cabinet, bushes and road sign at this junction were often damaged. It was **resolved** that the PC responds to the consultation asking for a 40mph zone from the

A64 to the village at which point a 30mph restriction would apply and to underline that the PC did not support a 30mph restriction by the college taking the view that simple is better.

10 FINANCE

10.1 Report of invoices to be paid

It was **resolved** that the following invoices to be paid, all in favour.

- Clerk's Salary 01/08/2022 to 31/08/2022 plus deductions payable to HMRC
- Defibrillator pads for an Ipad SP1, £45 + £5.95 delivery, £50.95 + £10.19 VAT
- Half a bag of compost - Foss Feeds - £2.50 + 50p VAT*
- Mixed Bedding Plants - Geranium, lobelia, bacopa, petunia, begonia, 14 x 62.5p - Dalby's Nurseries - £8.75*
- Mixed Bedding Plants - Verbena, petunia, fuchsia, geranium, 4 x 62.5p - Dalby's Nurseries - £2.50*
- Laptop -Asus Exertis X515JA-BQ2024W in grey - £274.17 + £54.83 VAT
- McAfee anti-virus software - £19.79
- Windows 365 annual subscription - £59.99
- HMRC - penalty for late submission of filing online - £200*
- Clerk's Salary 01/09/2022 to 30/10/2022 plus deductions payable to HMRC
- Poppy Shop – Wreath - £20.99 (£3.50 VAT) including £3.99 delivery
- Black toner print cartridge for Samsung CLP-415 C1860W Print from Bentham Limited

Those marked * already paid and being retrospectively reported.

The Responsible Financial Officer (RFO) had written to HMRC to appeal against the late submission penalty but this is being paid regardless to avoid incurring further charges.

10.2 To consider the budget for 2023/24

The RFO had circulated a suggested budget for consideration. Cllr. Boakes suggested that the PC considers taking responsibility for grass cutting within the village the cost of which could be claimed back from CYC using their double taxation grant. The RFO would make appropriate enquiries. £500 had been earmarked in case York diocese wanted to enforce their wayleave agreement. A tree inspection report had been received earlier that day and circulated and the budget would need to reflect the costs of implementing the recommendations of that report increasing the suggested Recreational Area budget. It was agreed that Cllr. Dawson could cut back some intrusive bramble bushes. The training budget would need to be increased as two Councillors were still to take their new Councillors training courses and the elections in 2023 might increase training need. It was also suggested that the budget should include an element of contingency. Councillors were asked to consider the budget ahead of the next meeting when this would again be an agenda item and Recreational Area maintenance would be an agenda item for the January 2023 meeting. The deadline of late January to notify CYC of the precept requirement was noted.

10.3 Appointment of Internal Auditor

The RFO had received an e-mail from the internal auditor to say that she was retiring and would not therefore carry out the audit in 2023. He had therefore looked at the finance section of the websites of parishes local to himself in order to see who had carried out their audits and emailed the clerks for contact information with a view to getting quotations. In order to ensure these quotations were like the like, he had produced a terms of reference/specifications document which had been circulated to Councillors earlier that day for consideration. This document made reference to matters is specific to Askham Bryan, e.g. the charity. It was agreed that the RFO use this document to obtain the necessary quotations. Prompt action was required to ensure auditor availability.

11 CORRESPONDENCE AND SOCIAL MEDIA

A list of correspondence received since the last meeting (items 418-442) had been circulated and the contents noted. Most of this was communications from the Yorkshire Local Councils Associations (YLCA). There were two communications of note;

- A resident who, as part of a team, had collected drinks bottles and cans from the wooded part of the Recreational Area and sent a photograph showing the amount of litter collected. A former Parish Councillor had volunteered to be part of a working party. It was recognised that there was a need for someone to lead working parties and to take the lead in organising tidying events.
- There was also correspondence relating to the proposed changes to the speed limit on Askham Fields Lane (see agenda item 9.4 above).

12 ACTION TRACKER

An Action Tracker had been circulated with the agenda papers listing all previously agreed actions and reports on progress, some of which had been covered in the agenda items above. The Clerk was still to check the insurance regarding the lawn mower.

13 DATE OF NEXT MEETING

17th November 2022 in the Village Hall. It was suggested that the meeting start at 7:30pm. However, this would be tying on the Clerk as the Natural Environment Committee meeting would finish by 7pm. It was therefore decided to retain the 7pm start time for the November meeting but to explore the possibility of a 7:30pm start time to be introduced from the January 2023 meeting onwards.

The meeting closed at 8:35pm.

Signed

Chairman
17 November 2022