

**A MEETING OF ASKHAM BRYAN PARISH COUNCIL was held on FRIDAY, 19<sup>th</sup> JULY 2019 in the VILLAGE HALL, MAIN STREET, ASKHAM BRYAN at 7.00 pm.**

**PRESENT: COUNCILLOR ANDY STEELE Chairman  
COUNCILLOR MRS DOREEN HOPWOOD  
COUNCILLOR DARRYN MITCHELL  
COUNCILLOR SIMON PEERS  
COUNCILLOR MRS KIRSTY SMAHON  
COUNCILLOR MRS KATHRYN SMITH**

**Mrs P D Greenwell  
Four members of the public**

**Clerk to the Parish Council**

**1. APOLOGIES**

None.

**2. DECLARATIONS OF INTEREST and DISPENSATIONS**

None.

**3. PUBLIC PARTICIPATION**

An update on the broadband position for properties on the College campus was requested. Cllr Mitchell reported that BT have stated that all properties are now able to access the faster speeds, and that residents should consult the BT website for further information.

**3.** Following considerable discussion it was **AGREED** that approval of the **MINUTES OF THE MEETING held on Thursday, 20<sup>th</sup> June 2019**, having been previously circulated require a slight amendment and should be deferred until the next Meeting.

**4. CO-OPTION OF NEW COUNCILLOR**

No requests for an election have been submitted to CYC following the vacancy which has arisen due to the resignation of Cllr Roger Bennett. Three residents have submitted applications to take this seat and members voted to co-opt Mr Mark Walker onto the Parish Council. The Clerk will write to the two unsuccessful candidates to thank them for their applications.

Clerk

**5. WARD COUNCILLOR'S REPORT**

Cllr Mrs Ann Hook had sent a written report on her attendance at a meeting of the York Bus Forum. She will work to secure an improved bus service for the village.

**6. CODE OF CONDUCT**

Cllr Mitchell has drawn up and circulated a new draft Code of Conduct and **PROPOSED** that this be adopted by the Parish Council. **SECONDED** by Cllr Mrs Smahon. **ALL IN FAVOUR.**

**7. STANDING ORDERS**

Cllr Mitchell has drawn up new draft Standing Orders, which members are asked to consider, with a view to adoption at the next Meeting.

Cllrs



**8. RISK ASSESSMENT**

The previous Risk Assessment is deemed to be unsatisfactory, so an updated version will be written.

**9. WEBSITE**

We now have access to the website. Cllr Mitchell will update with agenda and minutes since November 2018, and the latest AGAR. Further discussion is needed on how to develop this in the future. DM

**10. SPEEDING TRAFFIC IN ASKHAM BRYAN**

Last Saturday there had been a large volume of traffic coming through the village following an accident on the A1237, between the Copmanthorpe and Askham Bryan roundabouts which had obliged the police to close that stretch of road for several hours. The Clerk will write to the Chief Constable to request a police presence in the village if this situation should arise again, or as a minimum a number of 'Police Slow Down' signs placed at strategic points throughout the village. Also adequate diversion signage needs to be placed to prevent traffic continuing along Main Street to a dead end in the village. We are a tiny Conservation Village and accept that diversions are necessary under specific conditions but re-routing the entire traffic volume from the outer ring road through the village creates a dangerous environment for the public. Clerk

A decision on the requested speed restrictions is still awaited.

Community Speedwatch has not been deployed in the past month.

**11. NORTH YORKSHIRE POLICE**

The monthly report has been circulated.

**12. VILLAGE PLAY AREA**

The purchase of the play area from Askham Bryan College is proceeding. Cllrs Mitchell and Mrs Smahon have met with our solicitors. Some clarification is needed on the access shown on the plan. Cllr Mitchell PROPOSED that a cheque for £600, for full searches, be raised. SECONDED by Cllr Mrs Smahon. ALL IN FAVOUR.

A meeting of the Play Area Committee had been held earlier this week, and minutes circulated. Cllr Mrs Smahon PROPOSED that she and Cllr Mitchell seek to join the existing Play Area Committee, as representatives of the Parish Council. AGREED. DM/  
KS

**13. VILLAGE POND**

The new seat will be delivered soon, and will be bolted into stone flags for security. A memorial plaque will be attached to the back of the seat. DM

**14. PLANNING**

No comments were raised to application ref: 19/01316/TCA to fell Leyland Cypress and Nootka Cypress trees; crown reduce Holly to 3m; crown reduce by 30%, thin by 20%, ornamental plum in a Conservation Area at 98 Main Street.

No objections were raised to application ref: 19/01351/TPO to fell Beech protected by Tree Preservation Order No. 3/1987 at **Old Vicarage, 87 Main Street**, as this tree is very old and diseased.

Comments from the Environment Agency regarding application for the removal of condition 3 (surface water drainage details) of permitted application 19/00411/FUL at Askham Bryan College, were noted. No objection.

**15. CORRESPONDENCE**

None.

**16. FINANCE**

After clearance of outstanding cheques the balance at the bank will be £2,627.34.

The insurance premium is due for renewal - £352.85.

The search fee in relation to the purchase of the play area must be paid in advance - £600.

The fee for the Charity Finance training course attended by the Clerk is due - £33.75.

Fresh plants for village entrances - £10.

Members discussed drawing up a Budget for next year.

**17. VILLAGE PRIDE**

A new resident is looking after the planters at the entrances to the village and has cleaned and replanted both of them. Members signed a card of thanks.

**18. DATE OF NEXT MEETING**

The next Meeting will take place on Thursday, 19<sup>th</sup> September 2019 at 7.00 pm in the Village Hall.

There being no further business the Meeting closed at 8.40 pm.



Signed ..... Date 3 October 2019 .....

**A MEETING OF ASKHAM BRYAN PARISH COUNCIL was held on THURSDAY, 20<sup>th</sup> JUNE 2019 in the VILLAGE HALL, MAIN STREET, ASKHAM BRYAN at 7.00 pm.**

**PRESENT: COUNCILLOR ANDY STEELE Chairman  
COUNCILLOR ROGER BENNETT  
COUNCILLOR DARRYN MITCHELL  
COUNCILLOR SIMON PEERS  
COUNCILLOR KIRSTY SMAHON  
COUNCILLOR MRS KATHRYN SMITH**

**Mrs P D Greenwell  
Cllr Ms Ann Hook  
Ten members of the public**

**Clerk to the Parish Council  
City of York Council**

Before the business of the Meeting began Mrs Audrey Hollas again raised the matter of slow broadband speeds in properties on the College campus. Cllr Mitchell is in touch with BT and is pursuing this matter.

Mrs Hollas further reported that the abandoned bonfire which she reported last month had in fact been attended by the Fire Brigade. The College denies that this took place on land owned by them, but investigations are ongoing. The unauthorised signage on Askham Richard Road is to be removed.

The majority of members of the public present expressed support for the proposed purchase of the play area. Mr Campbell Harte confirmed that the grant of £17,000 could be used to fund both the purchase of equipment, and the land, in any combination.

Cllr Peers has looked into the most recent RoSPA Report on the play area, and in the past month a considerable amount of work has been carried out by volunteers and the Play Area Committee to remedy and bring up to standard those matters which had been highlighted in the Report. Photographs of this work were shown, and the Parish Council expressed appreciation of all that has been achieved. There is still work to be done, specifically the removal of some concrete and of a rotting gatepost, and the provision of additional woodchip beneath some of the equipment, but this should be done very soon. A gate needs to be erected between the play area and the glebe, and all necessary signage put in place.

A robust system of regular inspections and maintenance must be established to ensure that the equipment is kept up to the required standard. The results of these inspections must be recorded.

Cllrs Mitchell and Mrs Smahon are to attend a training session on play areas on 25<sup>th</sup> July and it was AGREED that the play area should remain closed until this has been undertaken and all the above works carried out. Cllr Mrs Mahon will set up the inspection rota, and Mr Campbell Harte will undertake the work on site.

Cllr Bennett reported that he had taken a letter to the College as previously agreed, and that our request that they consider either a reduction in the purchase price, or the offer of a 25 year lease at a rent to be agreed between the parties, will be considered and a decision taken by their Finance Committee on 28<sup>th</sup> June.

Cllr Mrs Hook confirmed that the grant of £5,000, given by the previous Ward Councillors towards the purchase price, will be honoured. The £17,000 grant may be used towards the purchase, but evidence of the sale will be required.

In light of the further information which has been received since the last meeting, and the clear wishes of the majority of those members of the public present this evening, it was AGREED that Cllr Bennett would inform the College that the Parish Council is now only interested in purchasing the land for the sum of £14,000 plus our own legal costs.

In respect of future arrangements for management of the site, Mr Harte had in earlier emails suggested options for this. By way of background, he explained that, since 2007, the Parish Council had paid the rent and a member of the Parish Council had sat on the Playground Committee.

Cllr Steele PROPOSED that the Parish Council now take over full control of the Playground. SECONDED by Cllr Mitchell. ALL IN FAVOUR. The existing Playground Committee will have to formally agree to these new arrangements and, after a necessary handover period, the Parish Council will take legal ownership of the Playground and full responsibility for its maintenance, and the old Committee will be dissolved.

The new Playground Committee will consist of Councillors Mitchell, Peers and Mrs Smahon.

1. **APOLOGIES**  
None.

2. **DECLARATIONS OF INTEREST and DISPENSATIONS**  
None.

3. **MINUTES OF THE MEETING held on Thursday, 16<sup>th</sup> May 2019**, having been previously circulated, were PROPOSED by Cllr Mitchell as a true and correct record of that Meeting. SECONDED by Cllr Mrs Smahon. ALL IN FAVOUR.

4. **WARD COUNCILLOR'S REPORT**  
Cllr Ms Anne Hook was welcomed to the Meeting, and gave her apologies in advance of next month's Meeting. She has raised concerns about speeding traffic in the village with the Executive Member, Cllr d'Agorne. 95 Alive has recommended Askham Bryan for enforcement and Cllr Ms Hook will follow this up.

5. **TRAINING FOR COUNCILLORS**  
Cllrs Peers and Steele have done the YLCA training for new Councillors, and Cllrs Mitchell, Mrs Smith and Mrs Smahon will attend the session on 22 June.

6. **SPEEDING TRAFFIC IN ASKHAM BRYAN**  
See Item 4 above. Community Speedwatch has not been deployed in the past month.

7. **NORTH YORKSHIRE POLICE**  
The monthly report has been circulated.

8. **PLAY AREA**  
See above.

9. **VILLAGE POND**

The existing bench will have to be removed to make space for the new one. A resident new to the village has offered to look after the entry signs to the village. The Parish Council is grateful for this and will, of course, cover all reasonable expenses.

10. **PLANNING**

**Listed Building Consent** is sought for external alterations to include a new front boundary wall and gates following demolition of existing at **110 Main Street**. No objection.

Permission is sought for single storey rear extensions and detached garage/workshop and garden office at **57 Askham Fields Lane**. No objection.

11. **CORRESPONDENCE**

A letter from a resident in support of the proposed purchase of the Playground has been received.

12. **FINANCE**

**Audit 2018-19**

It was **RESOLVED** that the Annual Internal Audit Report for 2018/19 included at page 4 of the Annual Governance and Accountability Return 2018/19 be noted.

It was **RESOLVED** that Askham Bryan Parish Council approve Section 1 Annual Governance Statement 2018/19 for Askham Bryan Parish Council on page 5 of the Annual Governance and Accountability Return 2018/19.

It was **RESOLVED** that Askham Bryan Parish Council approve Section 2 - Accounting Statements 2018/19 for Askham Bryan Parish Council on page 6 of the Annual Governance and Accountability Return 2018/2019.

It was **RESOLVED** that, in accordance with the Accounts and Audit Regulations 2015, the Local Audit (Smaller Authorities) Regulations 2015 and the Transparency Code for Smaller Authorities, Askham Bryan Parish Council will publish the following documents on a public website :

- Certificate of Exemption,
- Annual Internal Audit Report 2018/19,
- Section 1 – Annual Governance Statement 2018/19,
- Section 2 – Accounting Statements 2018/19, page 6
- Analysis of variances
- Bank Reconciliation to 31 March 2019
- Notice of the period for the exercise of public rights and other information required by Regulation 15 (2), Accounts and Audit Regulations 2015.

(Access to the website is held by a retired Member and will need to be obtained from him. In the meantime, this information will go on the notice board and the Facebook page.)

The balance at the bank is £3,174.83.

Invoices to pay are

YLCA training - £442

Yorkshire Internal Audit - £75

Clerk for the Land Registry information - £23.94

**13. VILLAGE PRIDE**

See Item 9 above.

**14. DATE OF NEXT MEETING**

The next Meeting will take place on Thursday, 18<sup>th</sup> July 2019 at 7.00 pm in the Village Hall.

There being no further business the Meeting closed at 9.10 pm.

Signed ..... Date .....

**THE ANNUAL MEETING OF ASKHAM BRYAN PARISH COUNCIL was held on THURSDAY, 16<sup>th</sup> MAY 2019 in the VILLAGE HALL, MAIN STREET, ASKHAM BRYAN at 7.30 pm.**

**PRESENT:**  
**COUNCILLOR ROGER BENNETT**  
**COUNCILLOR MRS DOREEN HOPWOOD**  
**COUNCILLOR DARRYN MITCHELL**  
**COUNCILLOR SIMON PEERS**  
**COUNCILLOR KIRSTY SMAHON**  
**COUNCILLOR MRS KATHRYN SMITH**  
**COUNCILLOR ANDY STEELE**

Before the business of the Meeting began each Member signed his/her Declaration of Acceptance of Office, and received from the Clerk a Register of Interest form for completion.

**1. ELECTION OF CHAIRMAN**

Cllr Mitchell PROPOSED that Cllr Andy Steele be elected to serve as Chairman for the forthcoming year. SECONDED by Cllr Mrs Kathryn Smith. Four in FAVOUR. One ABSTENTION. Cllr Steele signed the Declaration of Acceptance of the Office of Chairman.

The election of a Vice-Chairman was deferred until the next Meeting.

**2. PUBLIC PARTICIPATION**

Mrs Hollas reported that a bonfire had been left unattended in the College grounds. This is a matter for the College.

**3. APOLOGIES**

None.

**4. DELCARATIONS OF INTEREST and DISPENSATIONS**

None.

**5. MINUTES OF THE MEETING held on Thursday, 18<sup>th</sup> April 2019, having been previously circulated, were AGREED as a true and correct record of that Meeting and signed by the Chairman accordingly.**

**6. RURAL WEST WARD**

Two new Councillors, Ann Hook and James Barker, both representing the Liberal-Democratic Party, were elected on 2<sup>nd</sup> May to serve the Rural West Ward of York. We look forward to welcoming them to the next Meeting and to working with them.

**7. TRAINING FOR COUNCILLORS**

Two local training sessions for new Councillors have been arranged by the YLCA, on 1<sup>st</sup> and 22<sup>nd</sup> June. The Clerk will book four places on 1<sup>st</sup> June, and one on 22<sup>nd</sup> June. This will be funded by the Parish Council, which receives a 25% reduction on the cost of £115 per Councillor.

Cllr Mitchell PROPOSED that an additional PC Meeting be held, in June, to enable new Members to more quickly get up to speed on current issues. Five IN FAVOUR.

AW



Two AGAINST. AGREED.

**8. TRAFFIC IN ASKHAM BRYAN**

The Chairman circulated a summary of a Survey of traffic going through the village. The four items formally requested at a Meeting with CYC Highways last summer have still not been progressed. It was AGREED that these matters should be raised with Cllr Andy d'Agorne, the new Executive Member for Transport, and with the Highways Department at CYC, and also that support should also be sought from the new Ward Councillors. Cllr Mitchell will contact Cllr d'Agorne, Cllr Bennet will get in touch with Highways, and Cllr Steele will arrange to meet with one or both of the new Ward Councillors.

The volume of traffic coming through the village needs to reduce, as well as the speed at which some of it travels, and we should continue to press for a weight limit and Access Only signs. Cllr Steele will try to get historical data on incidents from the police.

**9. NORTH YORKSHIRE POLICE**

A laptop computer has been stolen from a parked car. The monthly Report has been circulated.

**10. PLAY AREA**

The village Charity has been trying for several years to purchase this land. A grant of £17,000 for equipment has been promised from CYC, subject to us having either a long lease (which the owners, Askham Bryan College, are unwilling to grant), or to outright purchase. Cllr Bennett will approach the College to see if there is any possibility at all of a longer lease before we proceed any further with the purchase. The Clerk will verify ownership of the land with the Land Registry.

The Clerk will chase up the grant of £5,000, towards the purchase price, promised by CYC but not yet received.

Cllrs Mitchell and Mrs Smahon will carry out a visual inspection of the Play Area, and advice will be sought if necessary from the National Playing Fields Association. The Clerk will find out the date of the last RoSPA inspection, which will have been during the last 12 months.

**11. PLANNING APPLICATIONS**

No applications received.

**12. VILLAGE POND**

A new bench is being produced, and the area is now looking very much tidier.

**13. CLERK'S CORRESPONDENCE**

A letter from the owner of Askham Bryan Hall in response to the Clerk's letter about restoration of the verges is received.

**14. FINANCE**

Consideration of the 2018-19 Audit must be deferred until the next Meeting as the AGAR form has not yet been returned by the Internal Auditor.

**14. VILLAGE PRIDE**

A new lawnmower is needed.

With regard to the verge outside Askham Bryan Hall it was AGREED that some kerbing is needed, not necessarily granite setts, and the Clerk will seek information from CYC as to what they might fund.

**15. DATE OF NEXT MEETING**

The next Meeting will be held on Thursday, 20<sup>th</sup> June 2019, at 7.00 pm.

There being no further business the Meeting closed at 9.00 pm.

Signed .....  ..... Date 20/6/19 .....