

# ASKHAM BRYAN PARISH COUNCIL

## MINUTES of the meeting of the PARISH COUNCIL

held on Thursday 16<sup>th</sup> July 2020 at 6:30pm using remote access.

**PRESENT:** Councillor Andrew Steele (Chair)  
Councillors Kathryn Smith Kirsty Smahon Simon Peers  
Mark Walker

**In attendance:** Three residents, Ward Cllr. Anne Hook and the locum Clerk.

1 **APOLOGIES:** Cllr. Hopwood

2 **DECLARATIONS OF PECUNIARY INTEREST:** None.

3 **PUBLIC PARTICIPATION**

Three members of the public were in attendance and raised the following issues;

- Further comments on restrictions placed by the college on footpaths between Askham Bryan and Askham Richard including the effect on school children and the blocking up of a hole in a hedge. This resident reported an encounter with an employee of the college the previous Tuesday where she was prevented from crossing a field belonging to the college. She would wait until the school term resumed in September and see if the college continued to block the use of this path. She had also reported to the college a caravan parked in the car park and they had responded asking for more details. She advised that an unlawful advertising sign she had reported at the June meeting had since been removed. She also advised that the Mill Lane signs had still not been put up and that vehicles were still parking there.
- Another resident was also interested in the parish paths issue and advised that he would happily assist the Parish Council (PC) in whatever ways necessary to get paths recognised as a definitive public rights of way – see agenda item 8.5
- A resident commented on the change of name of the play area to the recreational area asking whether this village had approved it and asking what the legal position was. The change of name had been suggested the previous summer and there had been no objections. In terms of the legal position, there was no formal title to the land purchased. This was confirmed in legal searches by the solicitor at the point of purchase and is the definitive point of reference.

## 4. TO APPROVE AND SIGN THE MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON 18<sup>th</sup> JUNE 2020

It was **resolved** that the minutes of the meeting of the PC held on 18<sup>th</sup> June 2020 having been circulated, be approved and that the Chair be authorised to sign.

## 5. PLANNING

### a. Planning Applications Received

20/00562/FUL - 4 The Court, Main Street - Single storey extension with patio after demolition of existing conservatory, installation of 3no. roof lights to east elevation and 5no. roof lights to west elevation, re-roof dwelling, installation of replacement windows, conversion of existing home office and store room within former garage outbuilding to home gym, erection of detached car port. Revised plans submitted.

The PC had **no objections** to the above.

### b. Planning Decision Notices Received

None.

## 6 TO RECEIVE THE NORTH YORKSHIRE POLICE CRIME REPORT

Nothing to report.

## 7 REPORT FROM WARD COUNCILLOR HOOK

Ward Cllr. Hook reported that a 30mph sign set in concrete had been put up. Potholes had not been repaired as they were deemed by CYC officers to be below the threshold where they were eligible for being filled in. She reported that the cycle path along Askham Bog had been cleared.

## 8 OTHER MATTERS

- 8.1 To consider the insurance renewal quote.** It was **resolved** to accept the quotation from Pen subject to gates and fencing being added to the cover, all in favour. The gates were £450 each, the perimeter around the recreational area was 350m in length, the insurance broker would be advised once the cost per meter had been established.
- 8.2 Natural Environment Group committee.** It was agreed that those who had served on the Natural Environment Group committee in 2019 would be contacted to see if they were willing to continue. They would be contacted by e-mail or by letter (those without a known email address). The Clerk would draft a letter. This would be an agenda item for the August meeting once their willingness had been established.
- 8.3 Social Media policy.** It was **resolved** to adopt the Social Media policy, all in favour. This had been circulated ahead of the June meeting and a revised version taking into account feedback from that meeting had been circulated.
- 8.4 Recreational area.** Cllr. Smahon would contact a solicitor for a guide price regarding legal fees in transferring the land to the charity, this would inform a cost benefit analysis. VAT implications had been discussed at the extraordinary meeting.
- 8.5 Getting local paths between Askham Bryan and Askham Richard recognised as definitive public rights of way.** Cllr. Peers had emailed the Chair of Askham Richard Parish Council in order to coordinate a response and had emailed the City of York (CYC) footpaths officer. In both cases he had received out-of-office autoreplies. Witness statement forms would be needed. One of the residents attending the meeting advised that she has previous experience of such matters, Cllr. Peers would email her for advice
- 8.6 AJ1 Project Road Safety Fund.** It was noted that there was opportunity for grant funding of up to £20,000 from the AJ1 Project Road Safety Fund. The deadline for applications being 31<sup>st</sup> August 2020. Cllr. Steele would investigate further and report to the full PC with a view to setting up a small working group to progress this. Cllr. Peers suggested funding for a path down Chapel Lane to York Road.
- 8.7 Parish Council representative to the Village Hall Committee.** It was **resolved** that Cllr. Smith be elected as the Parish Council representative to the Village Hall Committee, all in favour. Cllr. Steele would advise the Chair of the Village Hall Committee.

## 9 FINANCE

- 9.1 Bank Reconciliation.**  
The Responsible Financial Officer (RFO) reported that the bank balance as of 8<sup>th</sup> July 2020 was £6,050.45, outgoings since the last meeting being £574.50. Cllr. Peers confirmed that the balance was unchanged at the time of the meeting.
- 9.2 Report of invoices to be paid in July/August**
- Clerk's Salary 01/05/20 to 31/05/20 plus deductions payable to HMRC.
  - Insurance - £384.65 (subject to change – see agenda item 8.1)
  - Annual subscription to Zoom remote access platform - £143.88

- Reimbursement of Zoom subscription fees already paid by Cllr. Peers - £69.50
- Yorkshire Local Councils Associations (YLCA) training - Finance and Accounts for Local Councils Webinar Session on 22 June 2020 - 2 delegates - £30

It was agreed that the Zoom subscription be taken from the room hire budget.

## **10 CORRESPONDENCE**

A list of correspondence received since the last meeting (items 86-99) had been circulated and the contents noted. Item 98 was from a resident of Italy looking to buy a house in Askham Bryan to convert to a bed and breakfast.

## **11 DATES OF MEETINGS FOR 2020-2021**

The dates of PC meetings for 2020 were noted as follows; 20 August, 17 September, 15 October and 19 November 2020. These meeting to be held using remote access until current restrictions are relaxed. It was agreed that the meetings go back to a 7pm start time.

The dates of PC meetings for 2021 were noted as follows; 21 January, 18th February, 18th March, 15<sup>th</sup> April, 20th May, 17th June, 15 July, 19 August, 16 September, 21 October and 18 November.

The meeting closed at 7:30pm

Signed

Chairman  
20 August 2020