

ASKHAM BRYAN PARISH COUNCIL

MINUTES of the meeting of the PARISH COUNCIL

held on Thursday 19th November 2020 at 7pm using remote access.

PRESENT:

Councillor	Andrew Steele (Chair)		
Councillors	Julie Barber	Kirsty Smahon	Simon Peers
	Kathryn Smith	Mark Walker	

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

It was agreed to take agenda item 8.4 first.

8.4 Vacancies. It was resolved that Julie Barber be co-opted to fill one of the vacancies on the Parish Council (PC), all in favour. She would sign her declaration of acceptance of office which had been sent to her ahead of the meeting. Cllr. Barber was welcomed onto the PC.

1 APOLOGIES: There were no apologies.

2 DECLARATIONS OF PECUNIARY INTEREST: None

3 PUBLIC PARTICIPATION

- Concern was expressed regarding a possible temporary closure of a public right of way in relation to planning application 20/01923/FULM (below). Ward Cllr. Hook was aware of this. She also commented that the application incorrectly stated that the proposed buildings would not be visible.

4. TO APPROVE AND SIGN THE MINUTES OF THE MEETINGS OF THE PARISH COUNCIL HELD ON 15th OCTOBER 2020.

It was **resolved** that the minutes of the meeting of the PC meeting held on 15th October 2020 having been circulated, be approved and that the Chair be authorised to sign.

5. PLANNING

a. Planning Applications Received

- 20/01875/FUL - Askham Bryan College - Erection of detached single storey teaching block
- 20/01997/TCA - Carmel 145 Main Street - Fell Bay tree; prune Maple by 30% in a Conservation Area
- 20/01923/FULM - Land Comprising Field West Of Askham Bryan College York Road To Westfield Cottages Askham Bryan - Erection of 2 no. cattle buildings, 1 no. hay/straw storage building, 1 no. enclosure, 2 no. tanks, and hardstanding for use as a beef rearing unit

The Clerk had responded to the first two using his delegated authority raising no objections after taking into account views expressed by Councillors.

There was **no objection** to the proposed work on the field but concerns would be raised regarding the public right of way.

b. Planning Decision Notice Received

- 20/01695/TCA - 89 Main Street, Askham Bryan, York - Fell Ash tree in a Conservation Area - Approved.

The above decision was noted.

6 TO RECEIVE THE NORTH YORKSHIRE POLICE CRIME REPORT

No report had been received.

7 REPORT FROM WARD COUNCILLOR HOOK

Ward Cllr. Hook advised the PC that the National Forest had bought some land near the A59 Wetherby Road at Rufforth and would plant trees and establish cafés, wildflower meadows and cycle paths. Cllr. Widdowson was the councillor most involved with this project. The Council had never stopped its Covid-19 helplines

8 OTHER MATTERS

- 8.1 Road Safety Fund Application.** The Chair reported that an award of £2,884 had been made subject to confirmation, by 11th December, that the Parish Council can provide the remaining £7,416 to allow all work in the application to be completed - this is not possible with current PC funds. Since then, the Chair had had a telephone conversation with a Highways officer at City of York Council. He had had an edict to re-assess both sites. Covert monitors would be fitted – if the data from this monitoring met the criteria, then further funding may be made available to complete the application. The monitors could not be fitted during the current lockdown. Rufforth were in a similar situation and were requesting an extension to the deadline. Cllr. Steele would make similar enquiries.
- 8.2 Village pond.** Two bits of information had been circulated – one from Cllr. Smith and a very comprehensive report from Cllr. Peers' contact at York University. It noted that there were a good variety of species of plants etc. The water wasn't especially fresh and was unsuitable for fish and would benefit from floating plants such as pondweed. Tree work was recommended as there were a lot of willows on the side by the road, they had been previously cut back but this had encouraged new growth and full weeding out was recommended and the lifting of the canopy on the side at the back. The major concern was silt, the pond was slowly filling up with about eighteen inches of silt in the bottom which was solid enough to walk on at the edge closest to the road. The report recommended taking out a least eighteen inches of silt by dredging the middle section to preserve fringe vegetation and moving the pond back towards its original pond line. Environment Agency approval might be needed but the author of the report was confident that the recommended work would be beneath the threshold level at which permission becomes necessary. It was suggested that an approach be made to the local drainage board, Ainsty (2008) Internal Drainage Board. It was noted that disposal of arisings would add considerably to the costs if no alternative could be found. Cllr. Peers would continue to pursue this.
- 8.3 Budget for 2021/22.** The Responsible Financial Officer (RFO) had circulated a draft budget ahead of the meeting. It was suggested that a 10%-15% contingency be built into the budget and that there be a reserve at the end of the year. The separate line items for play area maintenance and recreational area maintenance would be reported as a single item. The need to have funds for unexpected costs such as election costs and repair/replacement of assets not covered by the insurance was noted and that the budget should cover regular costs with allowance being made for one-offs. Potential costs regarding the pond (see above) were noted but these would not be included in the budget unless advised otherwise. The RFO would adjust the budget to show likely end of year balances and include a suggested policy accordingly.
- 8.4** Item 8.4 was taken at the start of the meeting – see above.
- 8.5 Website.** The Clerk had approached several providers of PC websites and circulated a report to allow comparisons to be made. One was significantly cheaper than the rest and worked by using a standard website populated with documents and information from the council concerned. It was compliant with new accessibility regulations and meets the needs of the Parish. It was agreed that this be the preferred contractor subject to clarification of domain name registration and costs and a changeover plan.

- 8.6 Annual village flower scheme.** A suggested planting budget had been circulated. This allowed for plants to be replaced three times a year at the pond and beside the two village signs. It was **resolved** that £108 of the Natural Environment Group budget be used for this. The budget also proposed the purchase and maintenance of half barrel planters – it was decided not to consider these pending decisions about the pond (see item 8.2 above).
- 8.7 Ward Grant application.** Cllr. Smahon reported that an application for a ward grant towards the play area of £3,000 had been submitted which would need to be supported by matched funding. Ward Cllrs. Barker and Hook were in favour. If the grant was awarded, then it would have to be spent before end of the financial year and in the meantime, consultation with residents would be needed. Cllr. Smahon would email Councillors details of the two schemes which had been suggested by equipment providers which would inform questions to be asked in any consultation following which a proposal for the project could be made. The mechanics of the consultation were discussed (leaflet drop and electronic). Cllr. Smahon was thanked for her work in making this submission.
- 8.8 Village sign repair.** Damage to the village sign nearest the village (which gets planted) on Askham Fields Lane was discussed. Cllr. Smith agreed to take a photograph. Cllr. Steele would talk to his contact at the college about it.
- 8.9 Wildflower donation.** An offer to donate "bee-friendly" wildflowers for the village pond area in springtime was noted.

9 FINANCE

9.1 Bank Reconciliation.

The RFO reported that the bank balance as of 11th November 2020 was £8302.08 including £1,959.37 earmarked funds from the quiz night.

9.2 Report of invoices to be paid in November/December

- Clerk's Salary 01/10/20 to 31/10/20 plus deductions payable to HMRC.
- Grass Cutting of Recreational Area (3 cuts @ £52.50 done 27/8, 5/10 & 28/8) and Play Equipment Inspections (4 @ £30 done 20/8, 9/9, 30/9 & 22/10) - £277.50 + VAT = £333.00
- Clerk's Expenses - postage - 21/10/2020 £4.10 (forward correspondence from Lloyds Bank to Cllr. Smith)
- Poppy Wreath (£17.99 plus £2.01 donation - total £20, delivery £3.99)
- External Auditor's Fee - £200 + VAT = £240.00

The External Auditor's report would be an agenda item in January 2021. There was a query regarding the dates of grass cutting – the RFO would check this with the contractor as the invoice suggested cuts on 27/8 and 28/8 and request a revised invoice.

10 CORRESPONDENCE

A list of correspondence received since the last meeting (items 134-146) had been circulated and the contents noted. Item 141 was from Ward Cllr. Hook regarding grant funding available in the ward committee pot for the benefit of children and teenagers and older people and there was a comment regarding a Yorkshire Local Councils Associations communication regarding apologies.

11 ACTION TRACKER

An Action Tracker had been circulated with the agenda papers listing all previously agreed actions and reports on progress.

12 DATES OF MEETINGS FOR 2021

The next PC meeting would be 21 January 2021. This meeting to be held using remote access.

The dates of PC meetings for 2021 were noted as follows; 18th February, 18th March, 15th April, 20th May, 17th June, 15th July, 19th August, 16th September, 21st October and 18th November. These meetings to be held using remote access until current restrictions are relaxed.

The meeting closed at 8:20pm.

Signed

Chairman
21 January 2021