

ASKHAM BRYAN PARISH COUNCIL

MINUTES of the ANNUAL meeting of the PARISH COUNCIL

held on Thursday 19th May 2022 starting at 7:15pm in the Village Hall

PRESENT: Councillor Simon Peers (Chair)
Councillors Julie Barber Kathryn Smith Mark Walker

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

1 ELECTION OF THE CHAIR OF THE PARISH COUNCIL: The resignation of Andy Steele was noted. It was **resolved** that Cllr. Peers be elected as Chair, all in favour. Cllr. Peers duly signed his declaration of acceptance of office.

2 ELECTION OF THE VICECHAIR OF THE PARISH COUNCIL: In the absence of any nominees, this item was deferred to the next meeting.

3 COMMITTEE STRUCTURE: It was noted that the Natural Environment Committee be Lisa Marriott (Chair), Cllrs. Barber and Smith and Jan Bennett, Jo Fell and Kathryn Nolan. There were proposals for an Environment Committee, an advertisement for those interested would go in the newsletter (the deadline being the next day).

4 APOLOGIES: Cllr. Dawson

5 DECLARATIONS OF PECUNIARY INTEREST: Cllr. Peers regarding a family relationship to the resident who wrote correspondence item 375.

3 PUBLIC PARTICIPATION

A resident, having read the draft minutes of the April Parish Council (PC) meeting expressed concerns about the decision to cut down all trees in the Recreational Area.

He did not profess to any expertise on the matter (although he once held a Royal Society for the Prevention of Accidents qualification). He had hoped to invite someone suitably qualified to address the meeting but this person had been unavailable.

He suggested that a commonsense approach to the risk management of trees was needed having taken due consideration of the appropriate safety legislation and guidelines and being guided by expertise. He referred to guidelines from the Health and Safety Executive and the National Tree Safety Group and the Arboricultural policy of City of York Council and suggested looking at tree risk management policies for other local authorities (many of which were informed by the National Tree Safety Group). This Group came together in August 2007 to discuss the need for a nationally recognised approach to tree safety management underpinned by five key principles:

- Trees provide a wide variety of benefits to society
- Trees are living organisms that naturally lose branches or fall
- The overall risk to human safety is extremely low
- Tree owners have a legal duty of care
- Tree owners should take a balanced and proportionate approach to tree safety management

He quoted static information, the number of Accident and Emergency (A&E) cases attributable to being struck by trees is about fifty-five a year compared to roughly 2.9 million leisure-related A&E cases each year including 262,000 cases for football alone, children's swings accounting for about 11,000. The Health and Safety Executive estimates the risk of an individual being killed by a falling tree or part of a tree as 1 in 10 million

He suggested a plan that covers three essential aspects:

- a. Identifying the frequency of checks or inspections needed according to the risk to the public.
- b. Tree inspections by competent and qualified persons
- c. Prioritising and undertaking any safety work needed according to the level of risk. In other words an action plan

He advised that the tree owner is not expected to guarantee that the tree is safe but to take reasonable care such as could be expected.

He concluded by saying that sensible landowners can be reasonably confident that there is no need for any radical change driven by a fear of the law. No tree can be guaranteed to be safe and as long as trees are retained, zero risk cannot be achieved. A disproportionate response to the risks posed by trees would lead to unnecessary intervention and disproportionately responding to risk itself runs the risk of diminishing the landscape and depriving the whole community of the enjoyment of trees and their wider benefits.

7. MINUTES OF THE MEETING OF THE PC HELD ON 21st APRIL 2022.

It was **resolved** that the minutes of the meeting of the PC held on 21st April 2022 having been circulated, be approved and that the Chair be authorised to sign, subject to the following change to item 8.1 “*Suggestion of having an area for boules and a litter tray*” being changed to “*Concern that having an area for boules would result in it becoming a litter tray*” all in favour.

8. PLANNING

a. Planning Applications Received

- i. 22/00799/TCA - 109 Main Street - Prune 1no. Acer in a conservation area.
The Clerk had replied using delegated authority, there were no objections.

b. Planning Decision Notices Received

- i. 21/02531/FUL - 14 Church Close - Single storey rear extension. There had been no objection from the Local Planning Authority (subject to conditions).

9 TO RECEIVE THE NORTH YORKSHIRE POLICE CRIME REPORT

There were three reported crimes in April, two involving theft of motor bikes/mopeds from the college. There was also a report of theft of logs from a field on Westwood Lane but this may have been reported in error.

10 REPORT FROM WARD COUNCILLOR HOOK

Last month, Ward Cllr. Hook had reported that core sampling was being done, possibly as a preliminary to resurfacing works. She now was able to confirm that roads in the Parish would be pitched or resurfaced. She also reported on her speech for the public right of way hearing. In the absence of any Platinum Jubilee events in Askham Bryan, she invited Councillors to events taking place in Poppleton and in Askham Richard (who were doing something in the afternoon).

11 ANNUAL REVIEW OF DOCUMENTS.

There were seven documents to be reviewed. Rather than review all the documents at a single meeting, it was agreed that these documents could be reviewed over the course of the eleven monthly meetings (avoiding the budget review meeting and the annual PC meeting) starting with the Terms of Reference of the Natural Environment Committee.

12 OTHER MATTERS.

12.1 Redevelopment of the Recreational Area

Cllr. Walker reported concerns about getting a trailer and excavator into the area to level the mound due to low hanging branches. He would take a look the following week. When the work commenced, a suitable warning sign would be put up and information communicated via WhatsApp.

12.2 Annual Playground Inspection.

The quotation was still awaited. The Clerk would chase this up and this would be an agenda item for the June meeting.

12.3 **Triannual tree inspection**

A quotation of £120 + VAT for the triannual inspection of trees in the Recreational Area had been received. It was **resolved** to set a budget of up to £200 + VAT for triannual inspection of all trees on Parish Council land, all in favour. A map showing the locations would be needed.

12.4 **Quotations for the removal of the trees in the Recreational Area**

The Clerk had contacted two tree surgeons regarding the felling of the trees in the Recreational Area and one had replied asking for an on-site meeting. There would be an agenda item at the June meeting to review this decision and in the meantime, no further action would be taken in contacting the tree surgeons.

12.5 **Entrance to the Recreation Area**

The quotation was still awaited for installation of a chicane access to the Recreation Area and changes to the entrance and installation of gate and the bollards. The Clerk would chase this up and this would be an agenda item for the June meeting. It was also noted that the grass still hadn't been cut, the Clerk would chase this up too.

12.6 **Programme of works**

The triannual tree inspection would be done in 2022. The Clerk would produce a programme of works for consideration at a future meeting.

13 **FINANCE**

13.1 **Report of invoices to be paid**

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

- Clerk's Salary 01/04/2022 to 30/04/2022 plus deductions payable to HMRC
- Tree Work - Alastair Downie - cutting up the fallen tree in the Recreational Area - £55

13.2 **Review of automated payments.** There was just one automated payment being a direct debit to the Information Commissioner's Office. It was **resolved** that payment by this means continue.

13.3 It was noted that the Internal Auditor had been on 12th May 2022. A formal written report was awaited. She had signed the Annual Internal Audit Report 2021/22 section of the Annual Governance and Accountability Return (AGAR)

13.4 **Certificate of Exemption**

It was noted that the higher of gross income or gross expenditure did not exceed £25,000 in the year of account ended 31 March 2022 and it was therefore **resolved** that the Chair and the Responsible Financial Officer (RFO) sign the Certificate of Exemption noting that information required by Regulation 15 (2), Accounts and Audit Regulations 2015 be published on the authority website before 1 July 2022.

13.5 **2021/22 Annual Governance Statement (AGAR 2021/22 Part 3).** It was **resolved** that the Annual Governance Statement (AGAR 2021/22 Part 3) be approved, all in favour.

13.6 **Accounting Statements 2021/22.** It was **resolved** that the Accounting Statements 2021/22 be approved, all in favour.

Following the resignation of Andy Steele, there would be an agenda item at the June meeting to consider getting Cllr. Barber added to the mandate.

14 **CORRESPONDENCE AND SOCIAL MEDIA**

A list of correspondence received since the last meeting (items 368-375) had been circulated and the contents noted.

- 368 was from Ward Cllr. Hook regarding fundraising events for Saint Leonard's Hospice (Jubilee Walk on 18th June, Children's Fun Run 7th August).
- 371 was from The Conservation Volunteers - a national charitable organisation that connects people to green spaces. This would be forwarded to the Natural Environment Committee.

- 375 was from a resident asking if grass clippings could be removed in time for their planned picnic on 18th June. It was **resolved** that a budget of up to £100 be set for the grass cutting contractor to pick up the clippings at the next couple of cuts.
- 382 (to be officially reported at the June meeting) was from a resident to Ward Cllr. Hook and copied to the Clerk and former Chair regarding a survey of villagers regarding public right of way 9. Ward Cllr. Hook reported that there had been forty replies to the survey. The college had put out a thirty-eight page statement. City of York Council advice regarding the hearing was to have it divided.

15 ACTION TRACKER

An Action Tracker had been circulated with the agenda papers listing all previously agreed actions and reports on progress. One action assigned to former Councillor Steele regarding a laminated sign was noted with a view to ensuring someone else took ownership. Cllr. Peers would use computer software to create an image of playground proposals.

16 DATES OF NEXT MEETINGS

16th June 2022 at 7pm in the Village Hall.

Other PC meetings in 2022 would be on 21st July, 18th August, 15th September, 20th October and 17th November, all at 7pm in the Village Hall.

The meeting closed at 8:18pm.

Signed

Chairman
16 June 2022