

# ASKHAM BRYAN PARISH COUNCIL

## MINUTES of the meeting of the PARISH COUNCIL

held on Thursday 16<sup>th</sup> March 2023 starting at 7:30pm in the Village Hall

**PRESENT:**

Councillor	Simon Peers (Chair)		
Councillors	Julie Barber	Helen Dawson	Mark Walker
	Jason Boakes	Kathryn Smith	David Wiseman

**In attendance:** Ward Cllr. Hook, two members of the public and the Clerk.

**1 APOLOGIES.** None.

**2 DECLARATIONS OF PECUNIARY INTEREST:** Cllr. Dawson regarding planning application 23/00339/FUL being her next door neighbour.

### **3 PUBLIC PARTICIPATION**

One of the residents in attendance had concerns about the new entrance to the Recreational Area which affected the bottom of his drive which was ten to fifteen feet wide. He was concerned that this funnelled people down his drive The original plans went the other way. He stated that when reversing his car, he was past the entrance before he could see anything. This was causing problems for delivery vehicles and Post Office vans. The Clerk would ask the contractor to move the rails.

### **4. MINUTES OF THE MEETING OF THE PARISH COUNCIL (PC) HELD ON 16<sup>th</sup> FEBRUARY 2023.**

It was **resolved** that the minutes of the meeting of the PC held on 16<sup>th</sup> February 2023 be approved and that the Chair be authorised to sign, all in favour.

## **5. PLANNING**

### **a. Planning Applications Received**

- 22/01074/FULM - Pikehills Golf Club, Tadcaster Road - Redevelopment of the Pike Hills Golf Course involving importation and grading of soils. Notification of revised plans received 30<sup>th</sup> January 2023. The PC considered the revised plans and were fine with the made surface (Councillors struggled to see what changes had been made to the original application). The revised plans sought to address environmental concerns and there were additional comments about the environmental impact and changes to drainage around the bog (it was unclear whether this would make the bog wetter or drier). Consideration was given to the pH level. Yorkshire Wildlife had withdrawn their objection. It was **resolved** that the PC raise **no objection** to this revised application
- 23/00339/FUL - Long Acre, 112 Main Street - Two storey side extension, single storey link extension from garage to house with partial conversion of existing garage and store to habitable area, single storey rear extension after demolition of existing conservatory, replacement windows and external doors throughout with reconfiguration of some openings, new widened vehicle access and installation of front gates.  
It was **resolved** that the PC raise **no objection** to this application. The proposed extension would give the property a more modern appearance. The existing layout prevented cars being turned round.
- 23/00105/FUL - Field House, 2 Main Street - Construction of field access with gate.  
The Applicant had bought a corner of the field and needed access to it. The 30mph restriction was being moved. It was **resolved** that the PC raise **no objection** to this application.

### **b. Planning Decision Notices Received**

- 22/02595/TCNOT - Water Tower, Askham Bryan College, Mill Lane - Upgrade of telecommunications equipment under Reg 5 The Electronic Communications Code (Conditions and Restrictions) Regulations 2003.

- 22/02446/FUL - Unused Land Adjacent To Hazelwood House, Askham Bryan Lane - Creation of vehicular access to site.

It was noted that all of the above had been determined by City of York Council (CYC) planning authority and both had been approved.

## **6 CRIME REPORT**

A copy of the crime report for February 2023 had been circulated showing no reported crimes.

## **7 REPORT FROM WARD COUNCILLOR HOOK**

Ward Cllr. Hook reported that there were no updates to anything she had previously reported. Cllr Smith expressed concerns about vehicles parking on the grass verge and causing damage. Ward Cllr. Hook reported that CYC had increased the rates by 2%. this was to pay for the increased costs of adult social care. She also reported that there was additional money available from central government for filling potholes.

## **8 OTHER MATTERS.**

### **8.1 Plans for the celebration of the coronation of His Majesty King Charles III**

Cllr. Wiseman had approached between ten and twelve people to seek their views about plans for the celebration of the coronation of His Majesty King Charles III. All were supportive of marking this occasion with an event. He proposed that whatever the event, there should be a sale of tickets which would indicate likely numbers. He advocated keeping the costs low, e.g. a maximum of £5. Given the limited time scales, he suggested keeping the event simple. He and Cllr. Boakes had spoken to the landlord of the local public house (who was back from holiday) who was keen to do something. A barbecue was suggested (bread, sausages and salad) to be done at the public house. A local disc jockey could provide musical entertainment. He suggested that the event should be no more than two hours. Plenty of templates were available which the PC could use. The budget was £500. Costs would be recouped from ticket sales and any surplus would go into the Charity funds (VAT rules needed to be checked). Cllr. Wiseman agreed to sell tickets. There was discussion about whether to offer family tickets, for example at £15. Cllr. Wiseman would speak to the landlord of the public house about this. The car park might need to be closed. Folding chairs were available from the church if needed and tables could be provided by the Village Hall, Cllr. Walker could provide a trailer to transport these. The event could be promoted by the use of a flyer and it was suggested that this could be double sided with the garden party on 17<sup>th</sup> June being promoted on the other side. However, as the garden party was still some time off it was suggested that the reverse side of the flyer be used to promote a litter pick. The flyer would be paid for out of the budget. Cllr. Wiseman agreed to put a suggested flyer together.

### **8.2 Redevelopment of the Recreational Area**

Cllr. Wiseman had met with Cllr. Dawson and been brought up to speed regarding progress in redeveloping the playground and had seen the September 2022 plans. Three quotations were needed to complete phase one and therefore two more quotations (and lead times) would be needed in addition to the one already obtained. He had been made aware of the discussions regarding whether to have a floor underneath the equipment and the view that the cost of this would disproportionately affect the amount of funding needed to proceed. The equipment therefore would just sit on the grass surface, flooring could be retrofitted later if this was found necessary. There was £10,859.37 already specifically set aside for this project and further £1,000 in the budget. There was a suggestion that the college might help in rolling a football field. There had been concerns expressed to the PC that there were foxes in the mound as dead animals had been found across the entrance. The PC would monitor the situation.

### **8.3 Quarterly programme of reviewing PC policies and documents - Disciplinary and Grievance Policies**

Both policies were generic documents using templates. It was **resolved** to adopt both without any amendment.

## 8.4 Financial Regulations

In recent years the PC had operated on the basis that it did not have any financial regulations. However, in going through some old paperwork handed to him by the previous Clerk, the Clerk had found a set of Financial Regulations dated 2012 for Askham Bryan. There was no evidence that they had ever been rescinded and as such, still applied. The Chair had looked at these and considered whether these Financial Regulations added any value. The processes described in the 2012 regulations did not align with current practise (e.g. the PAYE was not compliant and insurance and annual audit were covered by Standing Orders). It was **resolved** to rescind the Financial Regulations as they stood, all in favour. It was felt that there were sufficient controls in Standing Orders and nothing needed to be added to the Standing Orders.

## 9 FINANCE

### 9.1 Report of invoices to be paid

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

- Clerk's Salary 01/02/2023 to 28/02/2023 plus deductions payable to HMRC
- Tree work done 2<sup>nd</sup> March 2023 (invoice awaited)
- Grass Cutting of Recreational Area (6 cuts @ £52.50 done 12/5, 9/6, 22/7, 25/8, 28/9 and 7/11) - £315 + VAT = £378
- Play Equipment Inspections (2 @ £30 done 3/5 and 15/7) - £60 + VAT = £72
- Cut up a fallen tree - 30th April 2022- £55 + VAT = £66
- Cut up and remove branches - 19th July 2022 - £70 + VAT = £84
- Climb and remove hanging timber - £45 + VAT = £54
- Reconstruction of the gateway access to the Recreational Area - £615 + VAT = £738
- Installation of three bollards - £105 + VAT = £126
- Play repairs - £100 + VAT = £120
- Supply of combination locks - £38 + VAT = £45.60

## 10 CORRESPONDENCE AND SOCIAL MEDIA

A list of correspondence received since the last meeting (items 505-526) had been circulated and the contents noted.

- 524 was from a resident with concerns about the new entrance to the Recreational Area – see public participation above

## 11 ACTION TRACKER

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

- Tree work. The contractor had advised that the work would be carried out on 2<sup>nd</sup> March 2023. One tree had been felled but the pine tree was still there. Councillors were asked to look at this and to consider whether the warning sign was still necessary. The Clerk would contact him to confirm whether the work was fully completed and would chase CYC for a better plan showing the location of the trees.

## **12 DATE OF NEXT MEETING**

The next meeting would be 20<sup>th</sup> April 2023.

The calendar of other meetings for 2023 was 18<sup>th</sup> May (Annual meeting), 15<sup>th</sup> June, 20<sup>th</sup> July, 17<sup>th</sup> August, 21<sup>st</sup> September, 19<sup>th</sup> October and 16<sup>th</sup> November 2023. All to be held at the Village Hall at 7:30pm.

The meeting closed at 8:50pm.

Signed

Chairman  
20 April 2023