

# ASKHAM BRYAN PARISH COUNCIL

## MINUTES of a meeting of the PARISH COUNCIL (PC)

held on Thursday 18<sup>th</sup> April 2024 starting at 7:30pm in the Village Hall.

**PRESENT:** Councillor Simon Peers (Chair)  
Councillors Julie Barber Helen Dawson Mark Walker  
Jason Boakes

**In attendance:** Ward Cllr. Hook and the Clerk.

The Chair welcomed everyone to the meeting.

**1 APOLOGIES.** Cllrs. Smith and Wiseman.

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

### **3 PUBLIC PARTICIPATION**

Concern was expressed regarding Westwood Lane. City of York Council (CYC) had recently sent out workmen to address issues of flooding and disrepair. Cllr. Walker had been dealing with them. The workmen had used a tanker and heavy machinery, they had dug out the ditch and got rid of the surface water and patched up the road surface. They had been unable to find one of the two gullies. He expressed frustration regarding refuse collection with three or four bin lorries in a single day. Apart from damage to the road surface due to the weight of these, it also seemed an inefficient use of resource and he suggested a smaller vehicle would be sufficient. He suggested an alternative access via Askham Richard (a 90° turn at the church along Prince Road) but one didn't take the option. Westwood Lane was frequently used by Amazon, DPD and other delivery firms all adding to the wear and tear of the road surface and run off from the fields was also affecting the road surface. Orange painted circles had appeared indicating potholes earmarked for filling. Ward Cllr. Hook expressed disappointment at hearing this news and would escalate this and the bin collection issues to Jim Cavanagh (CYC Flood Risk Engineer) who had sent his gang down.

There was also discussion regarding Chapel Lane which was often used by pedestrians and a suggestion from a resident that this be made into a one-way street.

### **4. MINUTES OF THE MEETING OF THE PC HELD ON 21<sup>st</sup> MARCH 2024.**

It was **resolved** that the minutes of the meeting of the PC held on 21<sup>st</sup> March 2024 be approved and Cllr. Dawson (who had chaired the meeting) sign the minutes.

### **5. PLANNING**

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

One planning application had been received since the March 2024 meeting as follows;

- a. 24/00540/AGNOT - Askham Bryan College - Siting of 20ft shipping container and storage tank. This container would be well within the boundaries of the college campus and as such there would be no detrimental effect on the visual amenity of neighbouring properties and as such, it was agreed to raise **no objection** to this proposal.

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

Two planning decision notices had been received as follows;

- 23/02303/FUL - Long Acre 112 Main Street - Variation of condition 2 of permitted application 23/00339/FUL to amend colour of window frames in elevation drawings.
- 24/00183/TCA - 6 Saint Nicholas Croft - Crown reduce 1no. Silver Birch up to 2.4m and laterally reduce; trim back width of 1no. Magnolia - trees in a conservation area.

The local planning authority had agreed to raise no objections to the tree works and had conditionally approved the variation of conditions.

## 6 CRIME REPORT

The person who produces the crime report had been on annual leave until 16<sup>th</sup> April and as such, the report for the month of March was unavailable.

## 7 REPORT FROM WARD COUNCILLOR HOOK

Ward Cllr. Hook had tried to address the issues regarding Westwood Lane and was disappointed to hear the report in the public participation (above) that the work done was not satisfactory. The elections were two week's away and there were rules affecting Ward Councillors to be observed. Electric buses were starting to appear in York after First Buses had made successful applications for grant funding. Proposals to charge for green bin collections had been put on hold as new software had to be installed before charges could be introduced. She had liaised with a local resident and asked her to investigate reported issues on Chapel Lane. She reported that Ward Councillors ability to raise issues directly with appropriate CYC officers had been curtailed and they now had to raise concerns using the same channels as members of the public although they still retained the ability to escalate when necessary.

## 8 OTHER MATTERS.

### 8.1 To clarify the roles and responsibilities of the Natural Environment Committee and the Recreational Area maintenance Working Party.

At their last meeting, members of the Natural Environment Committee had queried their remit due to work being done by a volunteer group who had taken on responsibility for maintenance of the Recreational Area. This group had been cutting the grass on a volunteer basis and had also cleared undergrowth and had sent an email requesting that the Parish Council (PC) funds replanting of trees. The Committee wanted guidance from the PC as to division of responsibilities and also had health and safety concerns about methods used and were anxious that in clearing the undergrowth, enough had been left as an area for wildlife. The PC agreed to ask the NEC to define what it would like it's role to be. There needed to be a communication protocol to avoid any friction and that any plans should be agreed with them. Cllr. Peers had walked through the Recreational Area with the leader of the volunteer working party.

### 8.2 Management of the land on the corner of Saint Nichola's Croft.

This had been raised in the public participation at the March meeting and the PC had agreed that this would be an agenda item next time. There was a view that this area was looking tidy. Cllr. Barber and a resident had trimmed back the brambles and the sign had been cleaned and a green bin had been filled. The need to thank villagers was noted who would also be asked if specific support was needed.

### 8.3 Concerns raised in the public participation at the March meeting regarding Chapel Lane.

This had been discussed earlier in the meeting (see public participation above). Road users needed to be discouraged from using it and CYC officers would be approached for advice on how to do this. If a one-way system was to be implemented, then it would make sense for this to be in the direction of the village as the exit onto York Road had poor sightlines and traffic on York Road would be travelling at speed. The PC were against the idea of a full closure of the road. A "Local Access Only" sign was suggested but it was noted that a similar sign in Poppleton had not been effective and it would take time for this to be recognised by satellite navigation software. The 60mph speed limit restriction was far beyond what was needed for this road. There should also be a weight limit. A letter would go to CYC Highways to ask them when they could consider these matters. Ward Cllr. Hook agreed to talk to the person dealing with a similar issue elsewhere in the Ward (Black Dyke Lane). She would contact Dave Mercer (Principal Engineer, Transport) and his new boss and email James Gilchrist (Director of Transport, Environment and Planning) and copy to Cllr. Pete Kilbane (Executive Member for Economy and Transport). Cllr. Boakes agreed to write on behalf of the PC. There was also a suggestion of local press

involvement but that would be considered further once possible options had been better established.

#### 8.4 **Plans for the 2024 Christmas Event and to agree a date.**

Views on the success of the 2023 event varied. Those who engaged in it were positive in their feedback but others expecting an event similar to that done in earlier years were not so positive. There was believed to be no shortage of people willing to help in the village in terms of setting out as necessary but there was a need for people to organise what was required. It would be helpful for the PC if those interested in helping at such events could make themselves known. The twelve days of Christmas displays were successful and it was suggested that a walk be developed centred around such displays followed by the switching on of the Christmas Lights and then followed by a walk to the public house. It was **resolved** that the date be 7<sup>th</sup> December 2024. The event would be outside the Village Hall but the Hall would be booked with the hope that the Hall would not raise a hire charge and that they might share 50% of the cost of the tree. Councillors were asked to keep their diaries free pending further plans being made.

## 9 **FINANCE**

### 9.1 **Report of invoices to be paid**

It was **resolved** that payment of the following invoices to be approved, all in favour.

- Clerk's Salary 01/03/2024 to 31/03/2024 plus deductions payable to HMRC.
- Annual Subscription to the Yorkshire Local Councils Associations (YLCA) - £224.
- Hosting – Re-occurring charges 12 months website hosting including security features and services. £156 + VAT.
- Domain name renewal - £9.99 + VAT.
- Askham Bryan College – supply of a Sorbus Aucupania tree, £50 + VAT.

### 9.2 **Certificate of Exemption**

It was **resolved** to accept a recommendation 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 2024 as the higher of gross income or gross expenditure did not exceed £25,000 in the year of account ended 31 March 2024, all in favour.

## 10 **CORRESPONDENCE AND SOCIAL MEDIA**

A list of correspondence had been circulated and the contents noted. There was discussion regarding item 696 which was from Ward Cllr Hook regarding weed control and whether there were any areas in the Parish which the PC would like to be excluded from weed control. The PC felt that there were no such areas. 691 was from a resident regarding the poor state of Westwood Lane, this had been discussed above (see Public Participation).

## 11 **ACTION TRACKER**

An Action Tracker had been circulated with the agenda papers listing all previously agreed actions and reports on progress. Cllr. Walker agreed to deal with the issues reported with the "Deep Water" signs the next day, Cllr. Boakes had moved it into an upright position. Cllr. Walker had received formal confirmation from Askham Bryan College of acceptance of their invitation to their 75<sup>th</sup> anniversary dinner but Cllr. Dawson had not had a similar confirmation, the Clerk agreed to pursue this.

## 12 **DATE OF NEXT MEETING**

The dates of meetings in 2024 would be;

The Annual Parish meeting at 7pm followed at 7:30pm by the Annual PC meeting.

After that, PC meetings would be held on 20<sup>th</sup> June, 18<sup>th</sup> July, 15<sup>th</sup> August, 19<sup>th</sup> September, 17<sup>th</sup> October and 21<sup>st</sup> November. All to be held at the Village Hall at 7:30pm

The meeting closed at 8:51pm.

Signed

16 May 2024

DRAFT