

# *Skelton Parish Council*

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Dear Councillors

19 September 2020

You are summoned to attend the next meeting of Skelton Parish Council, to be held on **Thursday 24<sup>th</sup> September 2020 using zoom starting at 19:30**. Please find the agenda for the meeting below.

Members of the public and press are welcome to attend the meeting and may address the Council during the Open Forum session. Zoom link:

<https://us02web.zoom.us/j/84889792008?pwd=TXA0WEI4dGpXWjBOckszYmIZcTRZUT09>



Karin de Vries (Clerk)

## **Agenda**

20-21/43 Chairman's welcome.

20-21/44 To receive apologies and approve reasons for absence.

20-21/45 To receive any declarations of interests and any requests for dispensation.

20-21/46 To confirm and sign the minutes of the meeting of the Council held on 30<sup>th</sup> July 2020 as a true and correct record.

20-21/47 To resolve to adjourn the meeting in order to hold the Open Forum to include: (Please note this will be limited to 30 minutes)

1. To receive a police report
2. To receive a report from the Ward Councillors
3. To receive the litter picker's report
4. To receive parishioners' questions

20-21/48 To consider candidates for co-option

20-21/49 To ratify delegated decisions made between meetings:-

1. To confirm attendance of Cllr Mansell of the YLCA Introduction to the Planning Process webinar.
2. To confirm the clerk's attendance of the YLCA Risk Assessment Webinar.
3. To confirm the clerk's attendance of the YLCA Social Media/Communications webinar.
4. To confirm the clerk's attendance of the SLCC Virtual Conference from 12-16 October.
5. To confirm the hiring of a skip to remove reeds from the pond for up to £200.

20-21/50 To receive information and decide necessary action on village and playground matters to include:-

1. To receive an update with regard to the repair works to the playground
2. To receive an update on the provision of new play equipment
3. To consider options to protect the verges of the Green.
4. To receive an update regarding a request for safety inspections of trees along Moor lane.
5. To note the raising of the flag for Yorkshire day.

6. To consider a request for a suitable central village location for a food van.
7. To note works to the pond and to consider the need for a Skelton pond working group.
8. To consider lobbying the City of York and Julian Sturdy MP to receive funding to clear a section of land between the Fairfields layby and the A19.

20-21/51 To receive and consider a report from the Cemetery Advisory Panel and decide on any necessary action:-

1. To note that the cemetery path works in the old cemetery are now complete.
2. To note a report of damage to a headstone and works to improve the appearance of the cemetery.

20-21/52 Financial Matters and Governance

1. To approve the bank reconciliation and to consider the budget monitoring report as at 28 August 2020.

2. To note the following receipts:-

a. Interest	£ 5.43
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3. To confirm the following payments:-

a. Salaries, office costs and expenses August	[BACS]	£ 823.06
b. HMRC Income tax August	[DD]	£ 55.60
c. YLCA. Webinar. Committees	[BACS]	£ 15
d. Business Stream-Cemetery water supply	[DD]	£ 7.24

4. To approve the following payments:-

a. Salaries, office costs and expenses September	[BACS]	tbc
b. HMRC Income tax and NI Sep	[DD]	tbc
c. LJD Construction Services Ltd. Cemetery Footpath Including VAT £624	[BACS]	£ 3744
d. Hags. Playground repairs Including VAT £292.83	[BACS]	£ 1757.02
e. Sleightholm landscaping. Grass and hedge cutting Including VAT £ 390	[BACS]	£ 2340
f. YLCA. Webinar. Introduction to the planning system	[BACS]	£ 22.50
g. YLCA. Webinar. Risk assessments	[BACS]	£ 5
h. YLCA. Webinar. Social media policy	[BACS]	£ 15
i. SLCC Virtual conference	[BACS]	£ 25
j. Skip to clear pond		tbc

5. To approve the double taxation claim for 2020/21.
6. To consider a report and quotations for a new website.
7. To adopt a Business Continuity Plan.
8. To consider a social media/communications policy.

20-21/54 Planning

1. To consider a response to the following planning applications:-

- a. 20/01691/FUL Holly House Church Lane. Single storey rear extension following demolition of conservatory and new ground floor window to side.
- b. Street trading application for York Foot Golf, Skelton.

2. To note details of planning applications decided by City of York Council and decide upon any necessary action:-

- a. 20/01109/TPO Blue Bell Wood 15 The Vale. T1 Ash reduce crown and overhanging branches and T2 Sycamore crown lift and reduce canopy. Approved.

- b. 20/01312/FUL 7 Arthur Place. Single storey rear extension following the demolition of existing conservatory and retiling of roof. Approved.
- c. 20/01213/TCA Skelton Hall. Remove one stem from Sweet Chestnut tree in a Conservation Area. Approved.

3. To consider other matters related to planning and decide upon any necessary action to include:-

- a. City of York Local Plan.
- b. Proposals to dual the outer ring road.

20-21/55 To consider exclusion of the press and public from the discussion of any aspect of item 20-21/56 by virtue of s.1(2) of the Public Bodies (Admission to Meetings) Act 1960.

20-21/56 To consider staff matters and decide action where necessary to include:

- 1. To consider the 2020-2021 National Salary Award.
- 2. To consider the clerk's overtime claim.

20-21/57 To consider correspondence received and decide action where necessary to include:-

1. To receive emails from YLCA:-

- a. White Rose Updates dated 31 July to 11 September 2020 and E-training bulletins dated 7 August to 18 September 2020.
- b. YLCA email regarding LO1-20 (Revised) The Local Authorities and Police Crime Panels (Coronavirus)(Flexibility of Local Authority and Police and Crime Panel Meetings)(England and Wales) Regulations 2020.
- c. NALC Guidance -Compliance with the Public Sector Bodies (Websites and Mobile Applications)(no 2) Accessibility Regulations, 2018.
- d. YLCA NALC Statement – Town and Parish Councils and Parish Meetings and the 'rule of six'.
- e. YLCA Data Breach.

2. To receive emails from NALC:-

- a. Coronavirus-Information for Parish and Town Councils, dated 30 July 2020 and 14 September 2020
- b. Rebuilding Communities dated 4 August to 9 September 2020.

3. To receive emails from City of York

- a. Devolution and Unitarisation of Local Authorities.
- b. Covid-19 updates dated 27 July to 16 September 2020.

20-21/58 To notify the clerk of matters for inclusion on the agenda of the next meeting.

20-21/59 To note that the next meeting is to be held on 22 October 2020 at 19:30.