

Draft – Subject to approval

EARSWICK PARISH COUNCIL

A public participation session took place with Parish Councillors immediately prior to the following Parish Council meeting.

Minutes of the meeting of Earswick Parish Council, held in Earswick Village Hall on Monday 7th December 2020.

Councillors present: D Jones
G Offler
B O'Connor
BS Wiseman
P Leveson
A Bell

Parish Clerk: Not present

Members of public present: None

1. Apologies for absence

Joanne Fisher, Ward Cllr Fisher.

2. Declarations of Interest and Any Other Declarations

Cllrs Wiseman and Offler declared a non-prejudicial interest in item 15.

3. Minutes of Previous Meetings

The minutes for the Parish Council (PC) meeting held on the 14th September 2020, were approved as accurate records by the Councillors and signed.

4. Ward Councillors' Reports

Cllr Doughty reported that the council is still working under covid 19 restrictions. He reported that as of today York's covid figures are 65/100,000 of the population and the over 60's are 60.5/100,000 and hospital admissions are falling. York is currently in Tier 2 but this will be reviewed 16 December. Cllr Doughty and Cllr Fisher have some highways element of ward funding to spend and have ascertained that the following areas need improvement or repair. Strensall and Stockton on Forest – footpaths, and in Earswick Shilton Garth Close needs repair. Cllr Offler told Cllr Doughty that the junction of Stablers Walk and The Village also needs repair.

5. Clerk's Report

The following pre-authorised payments (incl VAT where appropriate) have been made since the Parish Council (PC) meeting on 14th September 2020:-

- J Fisher's salary for September, October and November 2020;
- £270 for Village Hall cleaning (last week in Aug, all of Sept & Oct);
- £1,476 for grass cutting/strimming in August;
- £1,152 for grass cutting/strimming in September;
- £1,056 for grass cutting/strimming in October;
- £1,320 for hedge & shrub cutting;
- £42 to Signs Express York for new tennis sign;
- £1,195 to Steel & Maw Tree Experts;
- £42.93 to Business Stream for Village Hall water;
- £37.94, £41.21 & £41.46 to NPower;
- £1,050 50 to The Parish Noticeboard Co being the balance for the Garden Village noticeboard;
- £172.80 to Playsafety Ltd for play area inspection;
- £40, £100, £30 and £160 refunds for Village Hall cancellations;
- £15 to Yorkshire Local Council Assns for training;
- £25.58 & £64.30 to British Gas;
- £78.74 to Inc Dot Com Ltd for Newsletter printing;
- £30 to LazenbyBrown Digital Ltd for web hosting package upgrade;
- £250 to A Jones for Accessibility work on the PC website;
- £29.94 to G Offler for Earswick Planter plants;
- £44.70 to Advance Fire Services;
- £9.99 to BS Wiseman for cable ties;
- £312 for hedge/shrub cutting in July;
- £36 to GeoXphere Ltd for Parish Online;
- £688.80 to Earth Anchors Ltd for a bench (monies to be refunded by resident);

The following amounts have been received by the PC since reported at the meeting on 14th September 2020:

- £1,470 in tennis membership fees;
- £0.26 RBS interest to 28.8.20
- £0.35 RBS tennis a/c interest to 15.9.20;
- £10,976 precept from City of York Council;
- £0.24 RBS interest to 30.9.20;
- £0.30 RBS interest to 30.10.20

6. Approval of the 2021-22 budget and authorisation of the annual precept

The PC approved the draft 2021-22 budget and agreed no increase to the 2021-22 annual precept of £21,952.00 **Action: JF**

It was agreed to ask Andrew Jones to investigate the possibility of transferring the hosting of the Earswick website from LazenbyBrown. This would provide the PC with savings of £200 per annum. Additionally, advice should be sought on the possibility of the PC purchasing the domain name. **Action DJ**

7. Planning Applications

The Clerk used delegated powers to record no objections from the Parish Council on the following planning applications:

- 20/01837/FUL 10A Willow Grove, Earswick, YO32 9SN (Single storey side extension)
- 20/02171/FUL 120 Strensall Rd, Earswick YO32 (Erection of outbuildings to rear to form two storey annexe accommodation and attached single storey garage following demolition of existing garage. New boundary wall to front with brick piers, railings and stone copings);

City of York Council (CYC) has approved the following planning application:

- 20/00838/FUL Hall Farm Strensall Rd, YO32 9SW (External alterations and change of use of pig shed to cattery).

8. Monthly Equipment Check

Check carried out by Cllr Offler and circulated prior to the meeting. The areas around the equipment that do not have protective surface are now very muddy and the councillors agreed unanimously to obtain a quote for a matching surface under this equipment. **Action:SW**

9. Sports Field Exercise Equipment

Cllr Leveson reported that the outdoor exercise equipment had now been removed to the charity "The Island". The area has been levelled and will need seeding in the spring. There was no cost to the Parish Council.

10. Open space near the Village Hall and on the Sports Field

Cllr Offler reported that the area where the chippings had been placed prior to removal of trees/shrubs near the Village Hall will need seeding in the spring. The areas cleared during October and November on the Sports Field will also need seeding. The contractor agreed to seed after clearance of the shrubs but this would be better done in the Spring. **Action: GO/SW/DJ**

11. Repairs to the Lock House Lane Car Park

The PC has received a quote of £460.00 per day + £100 materials + vat for repairs to the LHL car park. The Council approved £920.00 for labour plus £100 materials (plus any VAT) to LJD Construction Ltd for the grasscrete to be re-laid. **Action: DJ/JF**

12. PC Laptop Knowhow Protection

The PC approved £154 to J Fisher for purchase of Knowhow protection for the PC laptop. **Action: JF**

13. Tennis Court Membership Fees

It was announced in the Autumn Newsletter that there was a reduction of £10 per household for anyone applying for membership between 1st December and the renewal of membership in April and this should stand. **Action: JF**

14. Internal Audit Report

Cllrs Jones and Leveson carried out an internal audit of the PC's 'cash' book, invoices and minutes. Please see annex A.

15. A1237 Developments

Cllr Wiseman reported that CYC have appointed a company called Dragonfly to monitor the acoustic levels in Earswick in relation to the A1237. They had chosen Stablers Walk to install equipment but after Cllr Wiseman's intervention they will be placing additional equipment at the end of Shilton Garth Close and at the cottages closest to the roundabout. The noise levels are required for the planning application which will be submitted before any work can be undertaken at the Earswick roundabout.

Cllrs Wiseman and Leveson met with an Ecologist to assess the impact of the widening of the A1237 on the wildlife in the immediate vicinity. There were badger sets although these may / may not be active and there was evidence of foxes and rabbits.

In October the PC met with CYC and Pell Frischmann, structural engineers involved in the A1237 upgrade, and were shown the draft plans and video, the draft plans being subsequently sent to all residents.

The PC unanimously agreed that no decisions could be made regarding the sale of the Diamond Jubilee Wood to CYC until the final plans were submitted. Stephensons need informing. **Action: JF.**

16. Parish Council Meeting Dates 2021

The PC agreed the proposed meeting dates given at annex B – subject to any Covid 19 developments.

17. Cutting the hedge and clearing the ditch from Strensall Rd to Centenary Wood.

The PC ratified the authorisation of £300 plus VAT, payable to A Hill, for this work.

18. Removal of a maple tree near the Village Hall

The PC ratified the payment of £185 to Steel and Maw Tree Experts, for this work.

19. To ratify the payment of £40 to J Cook, being a refund for cancelled Village Hall hire

Ratified.

20. To ratify the payment of £15 to Yorkshire Local Council Assns for training J Fisher

Ratified.

21. Newsletter Printing

The PC ratified the payment of £78.74 to Inc Dot Com Ltd, for Newsletter printing.

22. Web Hosting Package Upgrade

The PC ratified the payment of £30 to LazenbyBrown Digital Ltd for a Web Hosting Package Upgrade. Cllr Jones explained why the extra payment was necessary and A Jones is now able to host the website and this would reduce costs in the future.

23. Compliance with Web Content Accessibility Guidelines 2.1AA

The PC ratified the payment of £250 to A Jones for updates to the Parish Council website, to comply with these guidelines.

24. To ratify the payment of £100 to M Taylor, being a refund for cancelled Village Hall hire

Ratified.

25. To ratify the payment of £30 to R Goodhall, being a refund for cancelled Village Hall hire

Ratified.

26. To ratify the payment of £160 to E Moore, being a refund for cancelled Village Hall hire

Ratified.

27. To ratify the payment of £29.94 to G Offler, being a refund for the purchase of plants for the Earswick Planters

Ratified

28. Cable Ties

The PC ratified the payment of £9.99 to BS Wiseman, being a refund for the purchase of cable ties.

29. Parish Online

The PC ratified the payment of £36 to GeoXphere Ltd for the purchase of Parish Online.

30. Bench Purchase

The PC ratified the payment of £688.80 to Earth Anchors Ltd for the purchase of a bench, the cost of which to be refunded by a resident.

31. Items for information

None.

The meeting closed at 8.15 pm

P Leveson

Earswick Parish Council Internal Audit

Due to pandemic restrictions the Audit was performed by Councillors Jones and Leveson on 2nd November 2020 in their own homes.

Six payments were chosen at random covering a variety of amounts and payees.

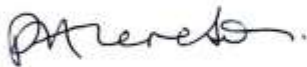
Checks consisted of reference to the original approval in the Minutes, the invoice and the cheque stub.

In all cases we were satisfied that the correct financial procedures have been followed.

Councillor D J Jones



Councillor P A Leveson



2 November 2020

**EARSWICK PARISH COUNCIL MEETING DATES 2021
(7.30PM IN EARSWICK VILLAGE HALL unless otherwise stated)**

January 11 th	July 12 th
February 8 th	September 13 th
March 22 nd	October 18 th
May 17 th *	November 22 nd
June 14 th	

NB The Parish Council will hold an informal session at 7.15pm prior to each Parish Council meeting.

*The Parish Council meeting will follow the Annual Meeting of the Parish Council, starting at 7.30pm.

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