

Fulford Parish Council

The Cemetery Lodge, Fordlands Road, Fulford, York, YO19 4QG

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Notice is given that a Meeting of the Parish Council will be held online via Zoom at 19:30 on Tuesday 1st September 2020

Members of the public and press are invited to attend the meeting using the following Zoom code and information: <https://us02web.zoom.us/j/89326534650?pwd=MGk0ZXI6VDR4aTRkbk8rem0vUjV3QT09> Meeting ID: 893 2653 4650. Please contact the Clerk for the passcode up to one hour before the meeting. One tap mobile +441314601196,,89326534650#,,,,,0#,,243111# United Kingdom +442030512874,,89326534650#,,,,,0#,,243111# United Kingdom Dial by your location +44 131 460 1196 United Kingdom +44 203 051 2874 United Kingdom +44 203 481 5237 United Kingdom +44 203 481 5240 United Kingdom +44 203 901 7895 United Kingdom. Find your local number: <https://us02web.zoom.us/j/89326534650?pwd=MGk0ZXI6VDR4aTRkbk8rem0vUjV3QT09>

Members of the public and press in attendance may address members of the Council during the Parishioners' Questions Item of the Meeting in accordance with the procedural requirements set out in the Meeting Agenda.

Agenda for the said meeting is shown below.



Rachel Robinson
Clerk and RFO, Fulford Parish Council

AGENDA

- 20119.** Chairman's welcome
- 20120.** To receive apologies and approve reasons for absence
- 20121.** To receive any declarations of interest
- 20122.** To receive and approve the Minutes of the Parish Council meeting held on 14th July 2020 and the Extra-Ordinary meeting of the 28th July 2020.
- 20123.** To receive and consider Parishioners' Questions:
[Public Participation – Members of the public who wish to speak regarding an item within the remit of the Parish Council may do so. Each speaker is limited to 3 minutes and the maximum time for this item is 15 minutes]
- 20124.** To note correspondence received and decide on any necessary action to include:
 - a. Email dated 10th July relating to potential future fundraising for battlefield sites;
 - b. Email dated 10th July from YLCA relating to Template Business Continuity Plan;
 - c. Email dated 15th July relating to a potential designated right of way;
 - d. Email dated 20th July 2020 relating to removal of a tree at Cherrywood Crescent;
 - e. Email dated 3rd August from PCSO Claudia Bishop
 - f. Email dated 6th August of relating to access to Fulford School meeting with residents
 - g. Email dated 12th August from YLCA enclosing NALC Briefing L01-20 (Revised) The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020;
 - h. Email dated 17th August from residents relating to Connaught Gardens 13/3481/FULM & 18/00175/FULM
 - i. YLCA White Rose Updates dated 17th July, 31st July and 14th August 2020
 - j. Email dated 23rd August from an allotment tenant relating to bee virus
 - k. NALC Update dated 10th August PC10-20 Changes to the Current Planning System
 - l. NALC Update dated 10th August PC12-20 Transparency and Competition: Data and Land Control
 - m. NALC Update dated 10th August 2020 White Paper: Planning for the Future
- 20125.** To consider and confirm the following decisions made under the powers authorised under Item 19234 of the Extra-Ordinary Parish Council meeting on 21st March 2020:
 - a. Decision of the 8th July 2020 as follows:
 - b. Following consideration, it was resolved grant consent to Mark Edger to film at the site of the Battle of Fulford for a documentary with Dan Snow
 - c. Decision of the 19th August 2020 to send a response to the request from the Sports Club agreed as drafted;

- 20126.** To receive and consider a report from the Ward Councillor and decide on any necessary action
- 20127.** To receive and consider a report from the Police and decide on any necessary action
- 20128.** Financial Matters
- a. To approve the payments at Appendix 1
 - b. To note the receipts at Appendix 2
 - c. To note the budget year to date figures
 - d. To approve the bank reconciliation to 10th August 2020
 - e. To note the Statement of Reserves
 - f. To approve an update to the Financial Regulations to delegate authority to the Clerk to transfer funds to the Expend Pre-Paid Debit Card to maintain a minimum float on the card of £250
- 20129.** To consider and decide on the claim for double taxation for 2020/2021
- 20130.** To consider the insurance renewal quote for 2020/2021 and decide on any necessary action
- 20131.** To note the report from the Internal Auditor enclosing certified AGAR for 2019-2020 and decide on any necessary action
- 20132.** To consider the draft Business Continuity Plan
- 20133.** To consider when to order new business management system
- 20134.** To consider a report of planning applications and questions considered by the Planning Working Group and decide on any further action:
- a. New applications
 - i) 20/01412/FUL - Single storey and two storey rear extension, two storey side extension and single storey front extension (resubmission, revised scheme). 11 Fulfordgate York YO10 4LY
 - ii) 20/01287/FUL - Erection of replacement outbuilding to rear. 75 Main Street Fulford York YO10 4PN
 - iii) 20/01323/FUL - Single storey rear extension. 78 Fordlands Road York YO19 4QW
 - iv) 20/01011/ADV - Display of 1 main V-stack sign, 11 leader boards, 2 fascia signs, 8 flags, cut lettering and a temporary banner (retrospective, resubmission) (amended description). Germany Beck Site East of Fordlands Road York
 - v) 20/01471/FUL - Change of use of existing bungalows (Use Class C2) to residential accommodation where care is provided (Use Class C3(b)) with construction of associated parking court and access driveway from Fulford Park (resubmission). Royal Masonic Benevolent Institute Connaught Court St Oswalds Road York YO10 4QA
 - vi) 20/01514/TPO - Crown reduce 3no. Lime trees by approximately 1/3 (1.5m) - protected by Tree Preservation Order no.3/1977. Surgery 2 Fulford Park York YO10 4QE
 - b. Ongoing applications

Germany Beck

19/02252/NONMAT - Non-material amendment to permitted application 12/00384/REMM (Erection of 655 dwellings) to alter approved house types on plots 158-203 (phase 3) Germany Beck Site East of Fordlands Road York

AOD/19/00403 - Condition 36 (Materials for phase 3) of 01/01315/OUT. Germany Beck Site East of Fordlands Road York
 - c. Enforcement Action

Germany Beck - Breaches of conditions
 - d. To note the following LPA decided applications

20/01146/TCA - Fell Pine tree in a Conservation Area. 3 Palace View Prospect Terrace Fulford York YO10 4PU

Approved

20/01030/FUL - Single storey side and rear extension 14 Eastward Avenue York YO10 4LZ

Approved

20/00933/FUL - Two storey and single storey side extensions following demolition of existing extension, dormer to rear and 1no. rooflight to front and side. 42 Anson Drive York YO10 4LH

Approved

20/00769/NONMAT - Non material amendment to permitted application 12/00384/REMM for variation of approved house type on plot 235 and re-orientation of dwelling on plot 236. Germany Beck Site East of Fordlands Road York

Approved

20/00411/FUL - Single storey side and rear extension and dormer to rear. 60 Naburn Lane Fulford York YO19 4RL

Approved

- e. To receive and consider an update on matters pertaining to Germany Beck and decide on any necessary action to include
 - i) Consideration of outcomes of LAC meeting on 26th August
 - ii) S.106 matters
 - iii) Fulford school access options
- 20135.** To receive and consider any update on the Local Plan Examination (Phase 1) and decide on any necessary action.
- 20136.** To receive and consider a report from the Cemetery working group and decide on any necessary action to include:
 - a. Consideration of any changes to the Covid19 revised regulations (add vehicle appointment to afternoons as well)
 - b. Consideration of the Virtual Property Visit of the flat
 - c. Consideration of the Tenancy Renewal
 - d. Consideration of installation of a TV aerial for the flat
- 20137.** To receive and consider a report from the Open Spaces working group and decide on any necessary action to include:
 - a. To note the re-opening of the playgrounds on 15 July 2020
 - b. To consider any playground inspection reports received and any repairs to playground equipment at School Lane and Fordlands Road
 - c. To receive quotations for replacing the multiplay toddler equipment on the Fordlands Road field
 - d. To receive a report of the joint meeting on vandalism at the School Lane field held on 10 August and to decide on any necessary action.
 - e. To note an update for the Allotments/Cemetery perimeter fence
 - f. To receive a report of an allotment tenants meeting on 23 July and a site visit on 11 August and to consider any update with regard to the allotments
 - g. To consider any update on the Village Green
 - h. To receive quotations for fencing works on the Village Green
 - i. To consider recommendations for signage to specify restrictions on dogs on the Open Spaces
 - j. To note a meeting held about the battle of Fulford stone and to consider options for re-siting the stone
 - k. To consider a request to remove the padlock on the children's play area at Fordlands Road
 - l. To consider any update on the drainage plan for School Lane playing field
 - m. Any update on the School Lane Shelter art project.
- 20138.** To receive and consider a report from the Social Hall working group and decide on any necessary to include
 - a. To consider the feedback from regular social hall hirers and the contract cleaners in conjunction with the risk assessment with a view to re-opening the social hall to regular hirers from 7th September 2020
- 20139.** To receive and consider an update on the declaration of a climate emergency and decide on any necessary action.
- 20140.** Any update on the Mary Key charity
- 20141.** To consider the draft accessibility statement page for the website in accordance with the Website Accessibility Requirements and decide on any necessary action.
- 20142.** *To consider exclusion of the press and public from the discussion of any aspect of item 20143 by virtue of s.1(2) of the Public Bodies (Admission to Meetings) Act 1960.*
- 20143.** To receive and consider reports from the HR panel and Clerk and decide on any necessary action to include:
 - a. To consider the report of the interviews for the position of Assistant Clerk
 - b. To appoint an Assistant Clerk
 - c. To consider and confirm the draft contract for the Assistant Clerk
 - d. To consider the mobile phone options for the Assistant Clerk
 - e. To consider the Clerk's overtime claim
- 20144.** To propose any items for inclusion on the agenda for the next meeting
- 20145.** Confirm date and time of next meeting.

Appendix 1 - Payments

Payee	Reason for Payment	Gross Amount
EMPLOYMENT COSTS		
All Staff	Monthly Net Wages July	£8,487.58
HMRC	Monthly Payment Due July	£2,345.67
NYPF	Monthly Payment Due July	£3,042.73
Clerk	Home Working Allowance Due July	£26.00
Centralised Attachment of Earnings Order System (CAPS)	Staff Member Attachment of Earnings Order	£200.00
All Staff	Monthly Net Wages August	£8,262.23
HMRC	Monthly Payment Due August	tbc
NYPF	Monthly Payment Due August	tbc
Clerk	Home Working Allowance Due August	£26.00
CEMETERY COSTS		
CoYC	Business Rates	£754.00
FDMS - First Data	Chip & Pin Machine Services Charges & Fees	£55.93
Plusnet	Broadband & Phone - Cemetery	£43.46
CNG	Gas - Cemetery	£0.00
British Gas	Electricity	£22.76
Viking	Cleaning Materials	£197.95
Amazon	Antibacterial Cleaning Materials	£9.18
Microsoft	Office365 Subscription	£94.80
Viking	Cleaning Materials	£12.42
Yorkshire Internal Audit Services	Final Audit 2019/20 50%	£162.50
JW Myers Stonemasons	Refund re Receipt 4403	£167.00
Cockey Hill Lawnmowers	Oil, Air, Fuel & Hydro Filters - 2 of each	£353.04
City of York Council	Commercial Waste	£445.62
ATOS Fuel Genie	Cemetery Vehicles Fuel	£223.51
PARISH COUNCIL		
HP Instant Ink	Printing	£12.99
GiffGaff	Clerk's Mobile Phone	£6.00
Expend	Subscription	£8.39
Expend	Account Top-Up	£240.51
Sage	Monthly Subscription	£24.00
Avast	VPN Secureline (Multidevice)	£19.90
Avast	PC Cleanup (Multidevice)	£24.90
Yorkshire Internal Audit Services	Final Audit 2019/20 50%	£162.50
City of York Council	Recruitment Advert - Assistant Clerk	£75.00
SLCC	Annual Membership	£227.00
Various Donors	Fundraising Donation Refunds	6040.00

SOCIAL HALL		
Business Stream	Water & Sewerage Charges	£91.42
Plusnet	Broadband & Line Rental	£21.60
British Gas	Electricity	£0.00
CNG	Gas - Social Hall	£0.00
Social Hall Hirer	Refund Hall Hire	£126.00
Lock Fix Security	Attend & Adjust Social Hall Lock	£54.00
PPS Ltd	Sanitiser Dispenser x 2 and Refills	£113.76
CEMETERY LODGE TENANCY		
Martin & Co	Management Fee (deducted from rent)	£75.60
OPEN SPACES		
Safelocks	Replacement Padlock for Landing Lane Barrier	£32.28
HAGS	Play Equipment Repairs	£264.00

Appendix 2 – Receipts

Cemetery Income July + August				Parish Council Income July + August		
Purchases	Interments	Memorials	Grave Upkeeps	Allotments & Rents	Social Hall	Precept, Tenancy, Double Taxation & Other Income
5538.00	16283.00	4614.00	0.00	0.00	560.00	4083.45