

## Minutes of the Naburn Parish Council Meeting July 6th 2020 (by videoconference)

**Attendees:** Mrs J E Balding

Councillors K. Atkinson, A. Bean, J Britton, Mrs A. Clark, Mrs S Gray, L. Gunson, A Holmes, J. Jefferson, J. Lewis, V Phillips..

The 2 new Councillors, Andy Holmes and John Britton were welcomed by the Chairman.

**1. Apologies.** None Absent: Councillor P Ashworth

**2. Identify confidential items**

**3. Interests.** Cllr V Phillips is a member and trustee of the Yorkshire Ouse Sailing Club.

**4. Minutes. RESOLVED.** That the minutes of the Parish Council meeting of 15 June 2020 be confirmed and signed by the Chairman as a correct record.

**5. Finance.**

**5.12 RESOLVED.** The following was approved by a unanimous vote as a true and accurate record of Naburn Parish Council's current financial position.

### Finances

	<b>Balance Brought Forward</b>		<b>£12,707.64</b>
27.04.20	1 <sup>st</sup> Precept payment	£2,405.50	
01.04.20	YLCA Annual Subscription		£208.00
01.04.20	Cllr Gunson Expenses (light bulbs, light etc)		£ 33.80*
17.04.20	OPUS Energy D.D. Electricity to R.R.		£ 16.85
18.04.20	Business Stream – Water supply to R.R.		£ 22.60
18.04.20	Community Heartbeat (new adult pads)		£ 54.00
17.05.20	OPUS Energy D.D. Electricity to R.R.		£ 11.81
15.05.20	YLCA Cllr Phillips attended Risk Assessment Webinar 11.05.20		£ 15.00
01.06.20	Clerks Expenses: Ink Cartridges, Metal Filing Box		£ 99.66
01.06.20	Vision ICT – Annual Hosting charge for Chairman's e mail		£ 21.60
17.06.20	OPUS Energy D.D. Electricity to R.R.		£ 11.10
24.06.20	Town Parish Audit – Internal Audit		£ 75.00*
			<b>£ 14,543.72</b>

**Bank Statement as at 19<sup>th</sup> June 2020 = £ 14,662.52**

(\*indicates cheques not presented to the bank; note unpresented cheque dated 21.01.20 (annual subscription to York Bus Forum for £10.00)).

**5.13 RESOLVED.** The Accounting Statements 2019/2020, the Annual Governance Statement 2019/2020 and the Certificate of Exemption – AGAR 2019/2020 were all approved by a unanimous vote.

**.6. Planning.**

**6.1 RESOLVED.** Planning application **20/01047/FUL** – Millbridge Camping and Caravan Park. Change of use of land to extend from 20 to 38 pitches – was discussed. The consultation had been

carried out by Cllrs Jefferson and Gunson on 6/7/20 and 1/7/20. The discussion was wide ranging covering Green Belt, open spaces, the Local Plan, economic impact, flooding, power and sewerage requirements, broadband, traffic and the existing predominant use of the site for the travelling community.

The unanimous decision was to object and for supporting arguments to be documented by Cllrs Jefferson and Gunson and then forwarded to all Councillors for their comments and approval. It was felt that City Cllr Vassie and MP Sturdy should be informed of the response and consulted.

**6.2 RESOLVED.** The change in classification of Ferry Lane (from Front Street to the river's edge), more commonly known as the slipway, from Restricted Byway to Bridleway was discussed. This was required to allow the Yorkshire Sailing Club to erect a removable bollard part way down the slipway. Cllr Phillips had initially triggered this request from the Sailing Club as he was concerned that members of the public from outside the village were using the slipway as a free launching point and then parking their vehicle and trailer in the village, causing parking problems. Cllrs Gray and Jefferson confirmed that they had seen boat launching during the recent several months. Cllr Clark asked if there had been any complaints from the public. The Chairman said that there had been none recently. It was also discussed that the slipway opposite, on the Acaster side of the river was also owned by the Sailing Club but access to that was more difficult. It would, however, be monitored to see whether a bollard or similar would be required there as well. A vote was taken and by a majority of 9 to 1, it was agreed that it would support the Sailing Club's request to change the classification to a Bridleway and support the erection of a removable bollard.

**Subsequent to the meeting,** Cllr Clark raised the issue of access for Emergency Services. The Chairman wrote to the River Ouse Safety Advisory Group (ROSAG) requesting advice. Cllr Holmes received advice from the Station Manager, York Fire and Rescue Service (members of ROSAG) that a removable bollard with a coded padlock, for which the Emergency Services would have the code, would be a satisfactory solution. The Chairman will wait for a response from ROSAG before writing to the Yorkshire Ouse Sailing Club. Also, further investigation after the meeting discovered that the slipway was originally designated a bridleway in 1824 and kept that classification until very recently. It is unclear who and why it was changed to Restricted Byway.

## **7. Flooding.**

## **8. Highways.**

## **9. Community areas and buildings**

## **10. Communication**

## **11. Miscellaneous.**

**11.6 RESOLVED.** The adoption of the revised Code of Conduct and Planning Process was approved by a unanimous vote.

**11.7 RESOLVED.** Cllr Lewis volunteered to replace Cllr. Lamb in carrying out regular play area inspections and emptying the bins around the play area. The Clerk to send Cllr Lewis the form to record the inspections and any potential issues.

**11.8 RESOLVED.** It was agreed by a unanimous vote to continue meeting every 2 months for the financial year 2020/21. Exact dates will be confirmed with the new Clerk.

## **12. Outstanding action items**

## **13. For Information items**

**13.2** The Annual Internal Audit was successfully completed on 23<sup>rd</sup> June 2020 by Naomi Goddard. Recommendations from the auditor for next year's accounts have been sent to the Finance committee.

**13.3** Planning application **19/01845/FUL** Lilac Cottage, Front Street – garage to side – APPROVED.

**13.4** Planning application **20/00418/FUL** Enthorpe, Main Street – external staircase and dormer to front of outbuilding – APPROVED.

**14. Public participation**

**15. Confidential items**

**16. Items for consideration at the next meeting**

**16.2** To consider any lessons learned during the February 2020 floods.

The Chairman informed the meeting that as the finances for 2019/20 were now nearing final completion, Jenny Balding would soon be handing over the role of Clerk to Suzie Mercer and consequently, this may be Jenny's last meeting as our Clerk. He paid tribute to her 21 years of sterling service to the village and the Parish Council. A lunch to properly pass on our thanks and best wishes to her will be arranged in due course when COVID guidelines allow.

**17. Closure of meeting and date of next meeting.**

**RESOLVED.** The meeting closed at 8:40pm and the next meeting will be at **7:30pm on Monday 6<sup>th</sup> September** via Zoom videoconference.

Signed as a true and accurate record

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Dated .....

Chairman