



Rawcliffe Parish Council

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Minutes of the Annual Meeting of Rawcliffe Parish Council held on Monday 9 May 2022 at 7.00pm Rawcliffe Recreation Pavilion, St. Mark's Grove, Rawcliffe YO30 5TS

Present

Councillor N. Case (Chairman), Councillor E. Thornton, Councillor M. Waudby, Councillor S. Rawlings, Councillor J. Kolton, Councillor A. Hagon, Councillor D. Smalley and F. Vicary (Clerk)

One member of the public was present at the meeting.

1/2022. Election of Chairman

a. To elect a Chairman

It was resolved that Councillor N. Case be elected as Chairman of Rawcliffe Parish Council.

b. Chairman to sign Declaration of Acceptance of Office

Elected Chairman duly completed and signed the required Declaration of Acceptance of Office form.

c. To elect a Vice Chairman

It was resolved that Councillor S. Waudby be appointed as Vice Chairman of Rawcliffe Parish Council.

d. Vice Chairman to sign Declaration of Acceptance of Office

Elected Vice Chairman to complete and sign the required Declaration of Acceptance of Office form after the meeting as Councillor S. Waudby was not present at the meeting.

2/2022. Apologies:

a. To note apologies and reasons for absence

Councillor S. Waudby.

3/2022. To note any Declarations of Interest:

a. To approve Dispensation Requests

No dispensation requests submitted.

b. To note Declarations Interests not already declared under members Code of Conduct or members register of Disclosable Pecuniary Interests

Councillor J. Kolton declared an interest based on proximity of residential address in item 12a, Bluebeck House.

4/2022. To receive report from Ward Councillors

Councillor D. Smalley provided the following report:

- The ongoing work by the Environment Agency at Rawcliffe Country Park will conflict with the proposed date for the annual fireworks display. Other events might also be disrupted.

- To date 113 Ukrainians have been welcomed to York under the Homes for Ukraine scheme. With support from York City of Sanctuary, potentially up to 200 Ukrainians may come and live in the city.
- Thanks were given for the support shown by Skelton Parish Council and neighbouring Parish Councils with the refugee hotel in Skelton.

5/2022. Public Participation:

One member of the public were present at the meeting. The following issues were raised:

- Bowness Drive needs resurfacing due to pot holes and damage to the road made by local buses.
- A property on Bowness Drive has a driveway dressed with stones but has also used stones to replace the original grass verge. These stones have spilled over onto the footpath and the road and are becoming an issue with pedestrians and vehicles.

Councillor D. Smalley agreed to raise both of these issues with City of York Council.

6/2022. Minutes

a. To approve minutes of Rawcliffe Parish Council Meeting held 11 April 2022

It was resolved to approve said minutes as a true and accurate record of the meeting of Rawcliffe Parish Council held 11 April 2022. The minutes were signed and dated by the Chairman.

7/2022. To appoint Parish Representatives to Outside Bodies.

a. Rawcliffe Recreation Association (2 representatives)

It was resolved to appoint Councillor S. Rawlings and Councillor D. Smalley as Parish Council representatives to Rawcliffe Recreation Association.

b. Clifton Without & Rawcliffe Allotment Association (1 representative)

It was resolved to appoint Councillor M. Waudby to the Rawcliffe Allotment Association.

c. YLCA Branch Meetings (up to 2 Parish Councillors)

It was resolved to appoint Councillor N. Case and Councillor J. Kolton as Parish Council representatives at YLCA branch meetings.

8/2022. To appoint members to Employment Panel (3 members minimum)

It was resolved to appoint Councillor N. Case, Councillor S. Waudby and Councillor A. Hagon to the employment panel.

9/2022. To review Standing Orders

The Standing Orders were reviewed and approved.

10/2022. To review Financial Regulations

The Financial Regulations were reviewed and approved.

11/2022. To consider and decide whether to adopt the new code of conduct

It was resolved to adopt the Local Government Association's Model Councillor Code of Conduct 2020 with an amendment to 10.2 to read "*I register with the Monitoring Officer any gift or hospitality with an estimated value of at least £25 within 28 days of its receipt.*" Clerk to amend and send new version to all Parish Councillors.

12/2022. Planning

a. To consider planning applications received (Appendix 1)

Rawcliffe Parish Council considered the under-mentioned applications, received from City of York Council and reached the decision shown

Application at: 14 Lindley Wood Grove York YO30 4SR

For: Single storey side extension

Application Ref No: 22/00618/FUL

Rawcliffe Parish Council decision: B We have no objections
Rawcliffe Parish Council has no objections to this planning application.

Application at: 15 Vernon Road York YO30 5UY

For: Variation of condition 3 of permitted application 21/02801/FUL to render rear extension and install slate grey window/bi-fold doors

Application Ref No: 22/00624/FUL

Rawcliffe Parish Council decision: B We have no objections
Rawcliffe Parish Council has no objections to this planning application.

Application at: Argos Unit 6 Clifton Moor Retail Park Hurricane Way York

For: Change of use from car park to external display area with perimeter fence to side elevation

Application Ref No: 22/00689/FUL

Rawcliffe Parish Council decision: D We object on planning grounds
Rawcliffe Parish Council objects to this planning application due to the significant loss of car parking spaces outside the store, the impact on disabled access with respect to parking and the impact to the streetscene with the proposed high fence and planned materials.

Application at: 16 Coningham Avenue York YO30 5NH

For: Single storey side/rear extension following demolition of conservatory

Application Ref No: 22/00708/FUL

Rawcliffe Parish Council decision: B We have no objections
Rawcliffe Parish Council has no objections to this planning application.

Application at: York Wheelchair Centre Bluebeck House Bluebeck Drive York YO30 5RA

For: Erection of 72no. bedroom care home with associated landscaping following demolition of Blue Beck House and outbuildings

Application Ref No: 22/00707/FULM

Rawcliffe Parish Council decision: C – We do not object but wish to make comments or seek safeguards

Rawcliffe Parish Council has no objections to this planning application.

Rawcliffe Parish Council would like to draw the Officer's attention to the proposal to ensure that there are sufficient permanent car parking spaces on site for both staff and visitors.

ii) CYC Decision notices:

Application at: 5 Wasdale Close York YO30 5TP

For: Hip to gable roof extension to front and dormer to rear

Application Ref No: 22/00303/FUL

Application approved

Application at: Public Open Space Manor Lane York

For: Fell 1no. Horse Chestnut tree protected by Tree Preservation Order no. 124/1988

Application Ref No: 22/00518/TPO

TPO approved

Application at: York Pullman Bus Company Ltd Rawcliffe Depot Shipton Road Rawcliffe York

For: Change of use from vehicle maintenance/storage (B2) to a bus depot (Sui Generis)

Application Ref No: 22/00400/FUL

Application approved

Application at: 4 Eva Avenue York YO30 5TY

For: Single storey rear and side extensions

Application Ref No: 22/00538/FUL

Application approved

b. To consider any other planning related matters

It was noted that a decision has not yet been made on the planning application at Clifton Park Treatment Centre NHS North Yorkshire and York, Bluebeck Drive. It was noted that a photo provided by a developer in relation to the proposed car park appears to be out of date.

13/2022. Councillor Activities

a. To note reports from outside bodies, councillor activities and training

None raised.

b. To consider any action required arising from item above

None required.

14/2022. Assets and Facilities

a. To consider the purchase and installation of a new bench

A donation has been received from a parishioner to be spent on a new bench at the rec. **It was resolved** to purchase a bench. The position of the bench is to be agreed.

b. To provide an update on the play area repairs

The play area has had the entrance gate and wooden logs replaced.

c. To consider matters related to any other parish council asset

An update about the bike zone outside the play area will be made at the next meeting.

Councillor N. Case has made repairs to the beacon basket and it is now stable.

Councillor D. Smalley has recommended some examples of vinyl sticker designs for the phone box on Shipton Road.

d. To consider any action required arising from item above

None.

15/2022. Finance

a. To approve payments

INVOICES PRESENTED FOR PAYMENT 09/05/2022

CLERK	SALARY	£	957.81
COMMUNITY ENVIRONMENT OFFICER	WAGES	£	833.63
RRA CARETAKER	WAGES	£	657.24
SMART PENSIONS	EMPLOYER CONTRIBUTIONS APRIL PAY	£	23.53
SMART PENSIONS	EMPLOYEE CONTRIBUTIONS APRIL PAY	£	39.21
F. VICARY	HOME OFFICE ALLOWANCE	£	30.00
I. NICHOLSON	WORK JACKET	£	33.50
HAGS	PLAY AREA MAINTENANCE	£	3,059.73
SLEIGHTHOLM LANDSCAPES	GRASS CUTTING	£	225.60
659 CARS LTD	MONTHLY INVOICE	£	3.00
D. BROWN	INTERNAL AUDIT FEE	£	180.00
CITY OF YORK COUNCIL	WASTE COLLECTION 01/06/2021 - 31/03/2022	£	455.80
CITY OF YORK COUNCIL	WASTE TRANSFER NOTE	£	152.32

TOTAL **£ 6,651.37**

NOTE: ITEMS MARKED IN BLUE - PAID BY BACS TRANSFER

NOTE: ITEMS MARKED IN GREEN- PAID BY DIRECT DEBIT

NOTE: ITEMS MARKED IN BLACK - PAID BY CHEQUE

INCOME

CLIFTON WITHOUT PARISH COUNCIL	LITTER PICKER MARCH 22 INVOICE	£	180.00
DONATION	BENCH	£	315.00

TOTAL **£ 495.00**

Invoices checked and approved by Councillor N. Case. ***It was resolved*** to settle the above accounts.

b. To note budget situation

The budget was noted.

c. To approve Bank Reconciliation Statement to 30 April 2022

It was resolved to approve the Bank Reconciliation Statement to 30 April 2022.

d. To consider and approve Rawcliffe Parish Council Insurance Premium for 2022/2023

It was resolved to approve the annual insurance premium as proposed by BHIB Insurance, at a total cost of £2,962.36 for 2022/2023.

e. To note the Internal Auditor's report for the accounts year ending 31/03/2022 and to approve any action required

The Internal Auditor's report was noted and all action required was approved.

f. To consider and approve the Annual Governance Statement for the annual return 2021/2022

The Annual Governance Statement was considered by the members of Rawcliffe Parish Council.

It was resolved to approve Section 1 of the Annual Return 2021/2022 - Annual Governance Statement. This was signed by the Chairman and the Clerk.

g. To consider the Accounting Statements for the annual return 2021/2022

The Accounting Statements were considered by the members of Rawcliffe Parish Council.

h. To approve Accounting Statements for the annual return 2021/2022

It was resolved to approve Section 2 of the Annual Return 2021/2022 - Accounting Statements.

i. The Chairman to sign and date the Annual Governance Statements and Accounting Statements for the annual return 2021/2022

The Accounting Statements were signed and dated by the Chairman.

j. To approve dates for the Exercise of Public Rights 2022

It was resolved that the dates set for the exercise of public rights 2022 are commencing on Monday 13 June 2022 and ending on Friday 22 July 2022.

16/2022. Employment and training

a. To consider any employment related issues

Staff appraisals are to be organised. The new member of staff to cover holidays and sickness for the Community Environment Officer has been trained.

17/2022. Policing and Security Matters

a. To consider any policing and security related issues

The police report was noted.

18/2022. Correspondence Received

a. To note all correspondence received and consider any necessary action

Correspondence was noted.

19/2022. To confirm date and time of next meeting

The next Ordinary Meeting of Rawcliffe Parish Council be held on Monday 13 June 2022 commencing at 7:00pm at Rawcliffe Recreation Pavilion, St. Mark's Grove, Rawcliffe YO30 5TS.

Meeting closed at 8:12 pm