

Fulford Parish Council

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

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Minutes of the meeting of Fulford Parish Council held at 19:30 on Tuesday 10th March 2020 in the Old Library, Fulford Social Hall, School Lane, Fulford, York

Present: Cllr. Urmston (Chairman); Cllr. de Vries; Cllr. Koprowska; Cllr. Russell; one member of the public and the Clerk.

19207. Chairman's welcome

The Chairman welcomed all present to the meeting.

19208. To receive apologies and approve reasons for absence

Apologies were received and approved from Cllr. Aspden, Cllr. Clare and Cllr. Walker.

19209. To receive any declarations of interest

Cllr. de Vries declared a non-pecuniary interest in Item 19217.b. 19/02252/MAT

19210. To receive and approve the Minutes of the Parish Council meeting held on 11th February 2020.

The Minutes of the Parish Council meeting held on 11th February 2020 were approved as a true record.

19211. 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]

A parishioner had emailed a question with regard to the use of the footpath in the vicinity of the new care home being used for parking and as a turning circle for vehicles. Following consideration, it was agreed that the Parish Council shared the parishioner's concerns and would raise them with Highways at CoYC.

A parishioner queried why the pumping station(s) that had been included in the original plans for the Germany Beck development had never been installed and why City Council funds would now have to be spent on a proposed pumping station which would have been already been installed as part of the development costs had the original plans in this respect been adhered to. The Parish Council agreed that had the plans not been changed to remove the pumping station this additional expense would not need to be incurred.

A parishioner reported that the land up to the verge on footpath 7 was becoming overgrown. The parishioner was advised to report this through City of York Council online reporting system. The parishioner also commented that the farmer had done some work on the bridleway which had improved the surface.

19212. To note correspondence received and decide on any necessary action to include:

a. Email received re Broken Gym Equipment - Fordlands Road;

The email was noted and the broken piece had been removed.

b. Email copying correspondence between resident & CoYC re Persimmon Marketing Suite;

It was noted that the Clerk had thanked the correspondent for keeping the Parish Council informed and no further action was required at this time.

c. Email copying correspondence between resident & CoYC re proposed planning application St Nicholas Way;

It was noted that the Clerk had thanked the correspondent for keeping the Parish Council informed and no further action was required at this time.

d. Email from CoYC in response to Council Tax Base & Precept impact query;

The correspondence was noted.

e. Email copying FFH Society Correspondence with Persimmon re Germany Beck names;

It was noted that the Clerk had thanked the correspondent for keeping the Parish Council informed and it was agreed to bring the information to the attention of the next Liaison Advisory Committee Meeting

- f. **Email from N. Yorkshire Police re Drop-In event;**
The correspondence was noted.
 - g. **Email from N. Yorkshire Pension Fund;**
The correspondence was noted.
 - h. **Email from Tennis Club re Parish Council signs;**
It was noted that the Parish Council sign had been rescued from the skip and a replacement would be looked into. It was further noted that the other sign containing information on sports clubs did not belong to the Parish Council.
 - i. **Email from YLCA re City of York Council Plan for 2020-2023;**
The correspondence was noted.
 - j. **Email from YLCA re Training Programme April 2020 to October 2020;**
It was agreed that Cllr. de Vries would be booked on the Planning Course, Cllr. Koprowska on the Flying Start Course and the Clerk would look into availability for the All things digital roadshow in June.
 - k. **YLCA White Rose Updates 10h, 17th, 21st & 28th February;**
The updates were noted.
 - l. **Email copying correspondence between residents and CoYC re Connaught Square Planning Complaint -Complaint, request for review and FOI request to City of York Council;**
It was noted that the Clerk had thanked the correspondent for keeping the Parish Council informed and no further action was required at this time.
 - m. **Email re PWLB Legislation revision.**
It was noted that the new legislation does not affect the existing loan and future any applications will be considered by HM Treasury instead of the Public Works Loan Commissioners.
- 19213. To consider recent issues caused by flooding:**
- a. **Consideration of any further information received on future flood defence plans from CoYC;**
It was noted that a public meeting has been set for 18th March and the Chairman urged councillors to attend the public meeting if at all possible. It was noted that a pumping station was likely to be considered a good solution and this may involve use of some Parish land.
 - b. **Consideration of any action within the Parish Council's powers and resource that could be taken to assist parishioners in the event of future flooding;**
Following discussion, it was agreed that the Parish Council should consider adoption of an emergency plan in the event of future instances of flooding. It was also agreed that the Parish Council should send a formal message of thanks to the volunteers who drove the 4x4 to help keep residents connected, the City of York Council staff who manned the pumps and the farmer who gave access to residents through use of his private road.
 - c. **Consideration of recent media and social media content relating to flooding issues and decide on any necessary action to include;**
 - i) **Consideration of a flooding news and advice statement with details of pertinent help contacts to be added to the Parish Council website and for inclusion on the next newsletter;**
Following discussion, it was agreed that the Parish Council does not have sufficient members to enable distribution of a newsletter but it was agreed that a newsletter should be prepared and added to the website and noticeboards for approval at the next meeting. Councillors were asked to provide the Clerk with the relevant content.
 - ii) *To consider exclusion of the press and public from the discussion of any aspect of item 19213.c.iii) by virtue of s.1(2) of the Public Bodies (Admission to Meetings) Act 1960.*
The press and public were excluded from the discussion of any aspect of item 19213.c.iii) by virtue of s.1(2) of the Public Bodies (Admission to Meetings) Act 1960.

iii) Consideration of any formal action with the Monitoring Officer;

It was agreed to defer a decision until a response to an enquiry had been received.

iv) Consideration of Parish Council use of social media.

Following discussion, it was agreed that a Parish Council Facebook page would be set up to address concerns raised on social media and redress situations of misinformation within social media. It was agreed that it could be a good means of providing information to residents but that it must be carefully and strictly monitored by the Clerk and a minimum of 2 councillors. Cllrs. Urmston and de Vries agreed to assist with monitoring the page.

19214. To receive and consider a report from the Ward Councillor and decide on any necessary action

The Clerk had requested news on the Ward Grant application for security fencing at the allotments but a response has not yet been received. There was no report from the Ward Councillor except that the public meeting on flooding had been arranged for 18th March.

19215. To receive and consider a report from the Police and decide on any necessary action

The report was noted and no action was believed necessary at present.

19216. Financial Matters

a. To approve the payments at Appendix 1

The following payments were approved

Payee	Reason for Payment	Gross Amount
EMPLOYMENT COSTS (E)		
All Staff	Monthly Net Wages	£7,582.37
HMRC	Monthly Payment Due	£2,059.31
NYPF	Monthly Payment Due	£2,934.46
Clerk	Home Working Allowance Due	£18.00
CEMETERY COSTS (C)		
FDMS - First Data	Chip & Pin Machine Services Charges & Fees	£59.77
Plusnet	Broadband & Phone - Cemetery	£43.55
CNG	Gas - Cemetery	£143.70
Fuel Genie	Cemetery Vehicles Fuel	£96.81
British Gas	Electricity - Cemetery	£30.20
PARISH COUNCIL (P)		
HP Instant Ink	Printing	£12.99
GiffGaff	Clerk's Mobile Phone	£6.00
Sage	Monthly Subscription	£24.00
YLCA	Recruitment Advert	£15.00
Designation	Website & Email hosting + Domain Name	£501.60
SOCIAL HALL (S)		
Plusnet	Broadband & Line Rental	£8.40
CNG	Gas - Social Hall	£0.00
British Gas	Electricity - Social Hall	£86.57
Smart Cleaning	Commercial Cleaning Contract -	£271.20
CEMETERY LODGE TENANCY (T)		
Martin & Co	Management Fee at 9%	£75.60
OPEN SPACES Excl. Allotments (O)		
HAGS	Repairs to Outdoor Gym Equipment - Fordlands Rd	£714.00
HAGS	Repairs to School Lane Play Equipment	£1,059.64

b. To note the receipts at Appendix 2

The following receipts were noted

Cemetery Income				Parish Council Income		
Purchases	Interments	Memorials	Grave Upkeeps	Allotments	Social Hall Rent	Tenancy, Double Taxation & Other Income
1162.00	7714.00	1186.00			2022.87	624.40

c. To note the budget year to date figures at Appendix 3

The budget year to date figures were noted.

d. To consider options for 2019/2020 Budget Virement

Options for virement were approved and it was agreed to delegate powers of virement to the Clerk in preparation of the year end accounts together with earmarking of any unspent funds to 2020-2021 projects.

e. To approve the bank reconciliation to 29/02/2020

The bank reconciliation to 5th March 2020 was noted.

f. To note the Statement of Reserves - at appendix 4

The reserves were noted.

g. To consider transferring funds from the current account to one of the investment accounts

The Clerk had delayed transference of any funds pending the year end accounts at which point Cemetery profit would be known and transferred to the Cemetery Development Fund.

19217. To receive and consider a report of planning applications and questions considered by the Planning Working Group and decide on any further action:

a. New applications

- i) AOD/19/00403 Condition 36 (Materials for phase 3) of 01/01315/OUT Germany Beck Site East of Fordlands Road York.
Planning working group recommended objection comments were approved.
- ii) 19/02707/ADV Display of 8no. free standing pole mounted signs, 2no. fascia signs, 2no. banner signs and 3no. flags on poles (retrospective) Germany Beck Site East of Fordlands Road York;
Planning working group recommended objections were agreed and it was agreed that it should be called-in (with wording delegated to the Planning working group) on the basis of:
 - Harm to the conservation area and general amenity due to excessive scale in a prominent position;
 - The location on a busy junction has the potential to distract motorists;
 - Abuse of the planning system by submitting a further retrospective application despite a refusal of a previous retrospective planning application.
- iii) 20/00006/FUL Variation of condition 2 (approved plans) of permitted application 18/00495/FULM for alterations to balcony design at first floor level Octopus Healthcare Development Ltd Ouse View Care Home 1 Fordlands Road York YO19 4QT;
No objections.
- iv) 20/00260/FUL Erection of electrical substation and alterations to the vehicle parking layout Octopus Healthcare Development Ltd Ouse View Care Home 1 Fordlands Road York YO19 4QT
Planning working group recommended objections were agreed and it was agreed that it should be called-in (with wording delegated to the Planning working group) on the basis of:
 - harm to setting of the conservation area;

- loss of parking provision;
 - loss of landscaping and garden area for future occupants.
- v) 20/00171/FUL Single storey rear extension and 2no. dormers to rear 1 Palace View Prospect Terrace Fulford York YO10 4PU;
It was agreed to comment with no objections to ground floor extension but comment that the two dormers appear out of scale. Either a more sympathetic design or rooflights would be preferred.
- vi) 20/00275/TPO Crown reduce Horse Chestnut protected by Tree Preservation Order no. 13/1981 Castanea House 58 St Oswalds Road York YO10 4PF;
No objections
- vii) 20/00318/CPD Certificate of lawfulness for proposed development of a flat roof dormer to rear, 2no. ro20/00380/TCA oflights to front elevation and removal of chimney 55 Fordlands Road York YO19 4QR;
No objections
- viii) 20/00380/TCA Fell Cherry tree in a Conservation Area (on grass verge near No. 4) 4 John Hunt Memorial Homes Fulford Road York YO10 4PG;
No objections
- ix) 20/00399/TPO Crown lift and crown thin by 20% Ash tree protected by Tree Preservation Order no. 13/1981 54 St Oswalds Road York YO10 4PF.
No objections

b. Ongoing applications

19/02766/FUL Installation of telecoms cabinets and replacement mast Telecommunications Mast MBNL Naburn Lane Naburn York

It was noted that the application would go to Planning Committee on 12th March with the recommendation to approve. Cllr. de Vries had attended a site meeting on 10th March and confirmed that the application has been recommended for approval. It was decided that Parish Council attendance at the Planning Committee was not required on this occasion.

19/02707/ADV Display of 8no. free standing pole mounted signs, 2no. fascia signs, 2no. banner signs and 3no. flags on poles (retrospective) Germany Beck Site East of Fordlands Road York
See above

19/02395/ADV - Display of 4no. externally illuminated post-mounted signs and 1no. non-illuminated fascia sign. Octopus Healthcare Development Ltd Ouse View Care Home 1 Fordlands Road York YO19 4QT
It was noted that changes had been made by the developer including a reduction in size and removal of all illumination.

Cllr. de Vries left the meeting during discussion of 19/02252/NONMAT

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

Revised plans had been submitted and objection comments were agreed with the objection delegated to the Planning working group to draft. It was also agreed to check if the request for call-in had been accepted.

Cllr. de Vries returned to the meeting

c. To note the following decided applications

19/01341/FUL Two storey side and rear extension, single storey rear extension and extension to front 80 Heslington Lane York YO10 4NA - LPA Approved

20/00100/TCA Fell Pear tree in a Conservation Area 22 School Lane Fulford York YO10 4LS - No Objections from LPA

19/02674/FUL Single storey side extension, single storey extension and conversion of the existing garage to form a granny annexe, alterations to window and door openings with replacement windows/doors and additional rooflights Larchtrees 16 Fenwicks Lane York YO10 4PL - LPA Approved

20/00037/TPO Prune Beech, Ash and Willow trees protected by Tree Preservation Order no. CYC158 Royal Masonic Benevolent Institute Connaught Court St Oswalds Road York YO10 4QA - LPA no objections subject to conditions

20/00035/TPO Fell 5no. London Plane trees protected by Tree Preservation Order no.7/1987 Tommy Hilfiger Unit 1 York Designer Outlet St Nicholas Avenue York - LPA no objections

d. Enforcement Action

i) Germany Beck - Unauthorised marketing suite and sign at A19 junction and further breaches of conditions

A draft letter had been circulated and it was agreed to send the letter as drafted.

e. To receive and consider an update on matters pertaining to Germany Beck and decide on any necessary action to include:

i) Consideration of items for the Liaison Advisory Committee and Working Group meetings.

A note of aspirations to send the Committee Chairman was deferred to the next meeting as no date for the next LAC has yet been scheduled. There was no update on school access proposals.

19218. To receive and consider any update on the Local Plan Examination (Phase 1) and decide on any necessary action

No update

19219. To receive and consider a report from the Cemetery working group and decide on any necessary action to include:

a. Consideration of review the agreements with the City of York Council

Following discussion, it was agreed to give the required 36 month notice of intention to review the terms of the agreement at the Cemetery Committee meeting on 24th March 2020. Once the notice has been given, the terms can be considered in further detail and advice sought if necessary.

It was agreed to recommend a 2.5% increase on Cemetery fees for non-Fulford residents to the Cemetery Committee and no increase for Fulford residents.

19220. To receive and consider a report from the Open Spaces working group and decide on any necessary action to include:

a. *To consider exclusion of the press and public from the discussion of any aspect of item 19220.b by virtue of s.1(2) of the Public Bodies (Admission to Meetings) Act 1960.*

The press and public were excluded from the discussion of any aspect of item 19220.b by virtue of s.1(2) of the Public Bodies (Admission to Meetings) Act 1960.

b. The potential land purchase at Fulford Ings

Information was noted and action decided upon.

c. Naburn Lane Bus Shelter repairs update

Deferred to the next meeting.

d. Consideration of any update on the drainage plan for School Lane playing field

No new information to consider.

e. Any update for the Allotments/Cemetery perimeter fence quotes and ward fund grant application update

Awaiting news on the Ward Grant application

f. Consideration of a quotation for grass cutting/landscape maintenance;

Following consideration of a report from the Open Spaces working group, it was resolved to accept the quotation provided with the report and increase the number of cuts to 14.

g. Consideration of additional strimming/debris clearance along the boundary with Fulford School

The contractor for the grass cutting had reported that the rubbish and debris along the boundary with Fulford School caused an obstruction and prevented strimming in that area. Following consideration of a suggestion that the boundary area could remain natural, it was resolved to ask the football club to remove their debris from the boundary and to subsequently ask the Cemetery staff to clear away any remaining debris to permit the strimming to take place for now and to consider a more natural boundary at a later date following an opportunity for future consultation with the School.

h. Consideration of options for grass cuttings resulting from cuts made by the Football Club.

It was agreed that alternatives for the grass cuttings would be considered.

i. Consideration of charging arrangements for School Lane field.

It was noted that the rental charges for the use of School Lane field by the football clubs had not changed since 2013 and, following consideration, it was agreed to raise the rents to the following amounts for 2020/2021 and thereafter review them annually:

- Fulford Football Club £300 p.a.
- Fulford Veterans Football Club £150 p.a.

19221. To receive and consider a report from the Social Hall working group and decide on any necessary action.

It was noted that the boiler has been repaired which would hopefully resolve the issues with the heating at the hall. Revised terms and conditions and hall hire agreements had been circulated and it was agreed to adopt the revisions as drafted.

19222. To receive and consider an update on the declaration of a climate emergency and decide on any necessary action

It was noted that a working group meeting had been set for April 2nd to review the terms of reference and recommendations.

19223. To consider exclusion of the press and public from the discussion of any aspect of item 19224 by virtue of s.1(2) of the Public Bodies (Admission to Meetings) Act 1960.

The press and public were excluded from the discussion of any aspect of item 19224 by virtue of s.1(2) of the Public Bodies (Admission to Meetings) Act 1960.

19224. To receive and consider reports from the HR panel and Clerk and decide on any necessary action to include:

a. Any update on the recruitment of an Assistant Clerk

The closing date for applications has been set as 12th March 2020. It was resolved that if no applications were received the advert would be placed with City of York Council and Cllr. Russell offered to assist with the candidate selection process.

b. To consider the YLCA White Rose Update from 10 February relating to new HR Templates and consider incorporation of the templates into HR Policy.

It was agreed to incorporate the new HR Templates into the HR Policy for adoption at the Annual Meeting in May. It was also resolved that the Clerk would consider a policy and procedures for adoption in the event of an absent clerk.

19225. To consider content and distribution of the next newsletter

It was agreed that the newsletter should be deferred to the April meeting but that due to a lack of resources for distribution it should be a digital version for the website and Facebook page with printed copies for the noticeboards only on this occasion.

19226. Confirm date and time of next meeting.

The next meeting of the Cemetery Committee is on 24th March at 14:00;
The next Parish Council Meeting is on Tuesday 14th April at 19:30

The Chairman closed the meeting at 21:40

CHAIRMAN

DRAFT