

Fulford Parish Council

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

www.fulfordparishcouncil.org.uk

Tel: 01904 633151

Mobile: 07719 211979

Email: clerk@fulfordpc.org.uk

**Notice is given that a Meeting of Fulford Parish Council
will be held at 19:30 on Tuesday 9th November 2021
in the Old Library, Fulford Social Hall, School Lane, York, YO10 4LS and**

****Livestreamed Online via Zoom for public access and parishioners' questions****

As a Covid-19 precautionary measure, members of the press and public wishing to address members of the Council in accordance with the procedural requirements set out in the Meeting Agenda, are encouraged to **use the Zoom Meeting link** below to attend the meeting remotely rather than in person at the Social Hall and to **submit any questions in advance by email** for consideration during the Parishioners' Questions Item to clerk@fulfordpc.org.uk wherever possible:

Fulford Parish Council Meeting - Public Online Access

<https://us02web.zoom.us/j/88381401295>

Meeting ID: 883 8140 1295

One tap mobile:

+442034815240,88381401295# United Kingdom 442039017895,88381401295# +United Kingdom

Dial by your location:

+44 203 481 5240 United Kingdom +44 203 901 7895 United Kingdom +44 208 080 6591 United Kingdom
+44 208 080 6592 United Kingdom +44 330 088 5830 United Kingdom +44 131 460 1196 United Kingdom
+44 203 481 5237 United Kingdom

Agenda for the said meeting is shown below.



Rachel Robinson
Clerk and RFO, Fulford Parish Council

AGENDA

- 21075.** Chairman's welcome
- 21076.** To receive apologies and approve reasons for absence
- 21077.** To receive any declarations of interest
- 21078.** To receive and approve the Minutes of the Parish Council Meeting held on 12th October 2021
- 21079.** 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]
- 21080.** To note correspondence listed at Appendix 1 and decide on any necessary action
- 21081.** To consider and confirm any decisions listed at Appendix 2 made under the delegated powers
- 21082.** To receive and consider a report from the Ward Councillor and decide on any necessary action to include:
 - a. Consideration of email re e-scooter provision


- b. Any Ward Grant Application update relating to remaining funds for the Fordlands Road defibrillator.
- 21083.** To receive and consider any report from the Police and decide on any necessary action
- 21084.** Financial Matters
 - a. To approve the payments presented for authorisation
 - b. To note the receipts presented
 - c. To approve the bank reconciliation
 - d. To note the Statement of Reserves
 - e. To note the Net Position to date
- 21085.** To consider appointment of the Internal Auditor for 2021/2022
- 21086.** To consider the report on the following planning applications and questions considered by the Planning Working Group and decide on any further action:
 - a. New applications
 - i) 21/02232/FUL | Erection of pumping station | Germany Beck Site East Of Fordlands Road York
 - ii) 21/02271/TCA | Fell 1no. Beech tree in a Conservation Area. | Half Acre 135 Main Street Fulford York YO10 4PP
 - iii) 21/02340/TPO | Crown reduce Sycamore by 30% - protected by Tree Preservation Order no. 3/1977 | 3 Fulford Park York YO10 4QE
 - iv) 21/02303/FUL | Single storey side and rear extensions with rear pergola, demolition of existing chimney stack, replacement of existing dormer window with 4no. rooflights and increase in height to part of rear garden wall | 1 Connaught Square St Oswalds Road York YO10 4FQ
 - b. Consultations
 - i) City of York Traffic Regulation Orders proposed amendments consultation
 - ii) City of York Traffic Signal Asset Renewal (TSAR) programme consultation
 - c. Ongoing applications
 - i) 21/01024/FUL - Change of use of part of car park to car wash/valet facility with associated office/reception building, canopies and wash bay screens. The Designer Retail Outlet Centres York Ltd Partnership Security Control York Designer Outlet St Nicholas Avenue York YO19 4TA
 - ii) 21/02212/FUL - Variation of condition 2 of permitted application 14/00613/FUL to alter the design of the proposed house and garages. Site of Raddon House 4 Fenwicks Lane York
 - iii) 21/02153/FUL - Single storey rear extension, 2m high front and side boundary fence to include a vehicular gate. Coppergate House 132 Main Street Fulford York YO10 4PS
 - iv) 20/01471/FULM - 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
 - d. To note the following Local Planning Authority decided applications since the last meeting
 - 21/01850/FUL | Glazed garden room to rear and detached store to side (part retrospective) | 4 Connaught Square St Oswalds Road York YO10 4FQ – LPA Approved
 - 21/01677/FUL | Two storey side and single storey side and rear extensions, dormer to rear and porch to front | 43 Crossfield Crescent York YO19 4QJ – LPA Approved
 - 21/01992/FUL | Dormer to side and rooflights to rear | 7 Selby Road York YO19 4RD – LPA Approved
 - 21/02045/FUL | Erection of garage/home office following removal of garage | 42 Naburn Lane Fulford York YO19 4RL – LPA Approved
 - 20/02123/FULM | Erection of 14no. dwellings with associated garages and infrastructure (revised scheme) | Germany Beck Site East of Fordlands Road York – Application Withdrawn
- 21087.** To note the Local Plan Inspectors' Letter to City of York Council stating indicative hearing dates of February 2022, April 2022 and May/June 2022
- 21088.** To receive and consider any update pertaining to the Germany Beck Liaison Advisory Committee (LAC)
- 21089.** To receive and consider a report from the Cemetery working group and decide on any necessary action
- 21090.** To receive and consider a report from the Open Spaces working group and decide on any necessary action on open space matters to include:
 - a. Outstanding issues
 - b. Parish Field matters to include:
 - i) Drainage update
 - ii) Pavilion Area Developments
 - iii) Vehicular Gate locking


- iv) Boundary vegetation cut back
 - v) Playground area bench proposals
 - vi) Replacement tree near School Lane boundary proposal
 - c. Play equipment
 - i) Repairs to equipment and surfaces
 - ii) Replacement/new equipment budget
 - d. Consideration of Allotments:
 - i) Vehicular Gate replacement
 - ii) Grass cutting
 - iii) Woodchips
 - iv) Driveway repairs
 - v) Overhanging trees
 - vi) Regular meeting dates
 - vii) Beehive email request
 - viii) Beehive Regulations
 - ix) Request for Greenhouse
 - e. Fordlands Road tree planting
 - f. Village Green
 - i) Hay removal/grass cutting arrangements for next year
 - ii) Restoration and replanting for tansy beetles
 - iii) Metal gate query
 - iv) Moorings Meeting
 - g. New signs for Village Green and Parish Field update
 - h. To consider options to replace removed benches
- 21091.** To receive and consider a report from the Social Hall working group and decide on any necessary action to include:
- a. Consideration of quotes for roof repairs
 - b. To note report on heating issues and consider recompense to hirers affected
- 21092.** To receive and consider any update from the Fulford Climate and Ecological Emergency Working Group
- 21093.** To consider any update on the ward grant application for the community defibrillator
- 21094.** To consider any update on the Mary Keys charity wind up
- 21095.** To consider a Christmas newsletter edition
- 21096.** To consider an update on the new website to include
- a. Consideration of a quotation for a logo design
 - b. Consideration of authorisation to Clerk to sign the WCAG engagement letter
 - c. Consideration of photo submissions from residents for use on website
 - d. Consider inclusion of a link to CoYC Planning applications in the planning section in place of uploading every application
- 21097.** To consider a temporary amendment to the Parish Council meeting dates for the remainder of the financial year from monthly to bi-monthly.
- 21098.** To consider a report from the Parish Council Strategy/Visioning meeting
- 21099.** To consider any updates or information resulting from recent training webinars and decide on any necessary action
- 21100.** *To consider exclusion of the press and public from the discussion of any aspect of item 21101 by virtue of s.1(2) of the Public Bodies (Admission to Meetings) Act 1960.*
- 21101.** To receive and consider reports from the HR panel and Clerk and decide on any necessary action to include:
- a. Cemetery Superintendent performance review
 - b. Contracts of employment updates
 - c. Pay reviews
 - d. Update on recruitment of the Trainee Cemetery Administrator & Groundsperson
- 21102.** To consider and propose any items for inclusion on the agenda for the next meeting
- 21103.** Confirm date and time of next meeting.


Appendix 1


21080. Correspondence List:

- a. Copied original and supplementary correspondence on Battle of Fulford Archaeology from Chas Jones to CoYC
- b. Environment Agency - Butcher Terrace Consultation Information Pack
- c. NALC

 20211109 NALC - Information on new guide to website accessibility.pdf

 20211109 NALC Chief Executive Bulletin 20211008.pdf

 20211109 NALC Chief Executive Bulletin 20211022.pdf

 20211109 NALC Chief Executive Bulletin 20211029.pdf


 20211109 NALC Newsletter 20211015.pdf


 20211109 NALC Newsletter 20211020.pdf

 20211109 NALC Newsletter 20211026.pdf


 20211109 NALC Publication - Report on Climate Change.pdf


- d. YLCA

 20211109 YLCA - WR Bulletin 29 October 2021.pdf

 YLCA Electronic Training Programme November 2021.pdf

- e. Consultation Responses

 20211109 CoYC Traffic Regulations Orders Proposed Amendments Consultation - Resident Response 1.pdf

 20211109 CoYC Traffic Regulations Orders Proposed Amendments Consultation - Resident Response 2.pdf

Appendix 2

21081. Delegated Powers Decisions:

- a. Decision dated 26th October 2021 to facilitate the Sports Club's instructions to the contractors to commence the works for the redesign and planting of the Pavilion Area of the Parish Field, it is resolved to transfer the Ward Grant Funding in the sum of £3,800 to the Sports Club.
- b. Decision dated 2nd November to contact Persimmon Homes in connection with the recent works that have begun at the Germany Beck site allocated to the 12 bungalows, to seek assurance that the ground is being thoroughly inspected for hedgehogs or other mammals before an excavator moves in for the groundworks and if not, that work will cease until appropriate safeguards are in place.

Appendix 3 - Financials

21084.a Payments including those awaiting online authorisation with Unity Trust Bank:

Fulford Parish Council										2 November 2021 (2021-2022)	
Checklist - PAYMENTS LIST between 20211012 & 20211109											
Vch	Vchr. date	Cde.	Name	Description	Amount						
366	08/10/2021	8,017	Ryman Stationery	Till Rolls for Cemetery Chip & PIN Machine	10.99						
367	05/10/2021	3,703	Martin & Co	Cemetery Lodge Apartment Rent Guarantee Fee	31.20						
368	05/10/2021	3,703	Martin & Co	Property Management Fee	75.60						
369	10/11/2021	3,230	Sleightholm Landscapes	Grass & Hedge Cutting - Fordlands Rd	588.60						
370	10/11/2021	3,243	Sleightholm Landscapes	Grass & Hedge Cutting - School Lane	441.60						
371	10/11/2021	3,260	Sleightholm Landscapes	Grass & Hedge Cutting - Village Green	196.20						
372	14/10/2021	8,003	Fiserv (First Data)	Chip & PIN Machine Service Charges & Fees	52.76						
373	15/10/2021	8,402	City of York Council	Commercial Waste Charges - Cemetery	445.62						
374	15/10/2021	3,503	City of York Council	Commercial Waste Charges - Social Hall	55.75						
375	11/10/2021	8,022	Yorkshire Water	Water Rates Payment - Cemetery	73.29						
376	25/10/2021	8,019	Plusnet	Broadband and Phone Payment - Cemetery	74.21						
377	25/10/2021	3,501	Plusnet	Broadband and Phone Payment - Social Hall	29.54						
378	12/10/2021	8,202	Fuel Genie	Cemetery Vehicles Fuel Charges	231.31						
379	20/10/2021	3,506	CNG Energy Ltd	Gas Charges - Social Hall	53.94						
380	13/10/2021	3,015	HP Instant Ink	Monthly Subscription Payment	9.99						
381	08/10/2021	3,018	GiffGaff Ltd	Monthly Subscription Payment	6.00						
382	10/11/2021	3,511	Advance Fire Services	Bi-Annual Inspection of Fire Precautions - Social Hall	104.70						
383	27/10/2021	3,201	Rawlins Trade Paint & Coatings Superstore	Graffiti Cleaning Chemicals & Play Equipment Paint - Open Spaces	196.52						
384	27/10/2021	3,221	Rawlins Trade Paint & Coatings Superstore	Graffiti Cleaning Chemicals & Play Equipment Paint - Open Spaces	99.81						
385	22/10/2021	8,006	British Gas	Electricity Charges - Cemetery	30.38						
386	22/10/2021	3,504	British Gas	Electricity Charges - Social Hall (3 months - DD had to be reset following bank sw itch)	87.24						
387	26/10/2021	1,009	Fulford Community Sports Club	Ward Grant - Redesign and planting of the Parish Field near to the pavilion	3,800.00						
388	26/10/2021	3,007	Microsoft Ireland Operations Ltd	Monthly Subscription Payment	22.56						
389	22/10/2021	3,012	Expend Limited	Monthly Subscription Payment	16.78						
390	10/11/2021	3,502	Smart Cleaning Group Limited	Commercial Cleaning Charges	360.00						
391	12/11/2021	8,202	Fuel Genie	Cemetery Vehicles Fuel Charges	181.88						
392	10/11/2021	3,008	Aubergine 262 Ltd	WCAG New Website Set Up & Associated Costs	1,016.64						
393	10/11/2021	8,011	Aubergine 262 Ltd	WCAG New Website Set Up & Associated Costs	254.16						
394	10/11/2021	9,014	Clerk	Home Working Allowance Payment	26.00						
395	31/10/2021	8,521	Employees	Net Salaries	9,207.08						
401	10/11/2021	9,012	HM Revenue & Customs	Monthly HMRC Payment	2,759.98						
402	10/11/2021	9,013	North Yorkshire Pension Fund	Monthly NYPF Payment	3,175.31						
403	10/11/2021	3,020	Yorkshire Local Councils Association	Webinar Training - 2 Part new councillor w ebinars x 2	120.00						
					Created by	TOTAL	23,715.64				
KEY	Cemetery	Social Hall	Employment	Admin - Cemetery							
	Open Spaces	Admin - IT	Admin - PC	Cemetery Lodge Tenancy							

Awaiting Authorisation

Customer: Fulford Parish Council

Select the transactions/instructions you wish to authorise or reject


[Email Reminder](#)

Type	Payment Details	Amount	Post Date	User
<input type="checkbox"/> Pay Bill	YUCA Ref: INV857-2022FULFORD	-120.00 GBP	10 Nov 2021	Rachel Robinson Mrs Rachel Robinson
<input type="checkbox"/> Pay New B/P	Aubergine 262 Ltd Ref: InvAUB9524 Fulford	-1,270.80 GBP	10 Nov 2021	Rachel Robinson Mrs Rachel Robinson
<input type="checkbox"/> Pay Bill	SMART CLEANING Ref: FULFPC INV5534	-360.00 GBP	10 Nov 2021	Rachel Robinson Mrs Rachel Robinson
<input type="checkbox"/> Pay Bill	ADVANCE FIRE SERV. Ref: INV10658 CUST.2234	-104.70 GBP	10 Nov 2021	Rachel Robinson Mrs Rachel Robinson
<input type="checkbox"/> Pay Bill	SLEIGHTHOLM LANDSC Ref: INV.489 FULFORD PC	-1,226.40 GBP	10 Nov 2021	Rachel Robinson Mrs Rachel Robinson
<input type="checkbox"/> Pay Bill	RACHEL ROBINSON Ref: HomeWorkAllowance	-26.00 GBP	10 Nov 2021	Rachel Robinson Mrs Rachel Robinson
<input type="checkbox"/> Pay Bill	NYPF Ref: FULFORD PC OCT	-3,175.31 GBP	10 Nov 2021	Rachel Robinson Mrs Rachel Robinson
<input type="checkbox"/> Pay Bill	HMRC PAYE/NIC CUMB Ref:	-2,759.98 GBP	10 Nov 2021	Rachel Robinson Mrs Rachel Robinson

21084.b Receipts

CEM1 Cemetery Income			
6,001	CEM1 Cemetery Fees - Burial Rights Purchases	£	733.00
6,002	CEM1 Cemetery Fees - Interments	£	13,554.00
6,006	CEM1 Cemetery Fees - Memorials	£	1,723.00
Subtotal for Cost Centre:			£ 16,010.00
PC1 Parish Council Income			
1,016	PC1 Rents - Social Hall	£	567.00
9,006	VAT Payments and Receipts	£	2,142.17
Created by 			

21084.e Net Position to date Summary by Cost Centre

3 November 2021 (2021-2022)							
Fulford Parish Council							
Summary of Receipts and Payments							
Summary - Cost Centres Only							
Cost Centre	Receipts			Payments			Net Position +/- Under/over spend
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	
CEM1 Cemetery Income	219,897.40	118,832.97	-101,064.43				-101,064.43
CEM2 Cemetery Capital Income							
CEM3 Cemetery Admin & Office Expenditure				19,054.00	12,739.82	6,314.18	6,314.18
CEM4 Cemetery Health & Safety				2,950.00	189.56	2,760.44	2,760.44
CEM5 Cemetery Maintenance & Overheads				13,100.00	5,941.90	7,158.10	7,158.10
CEM6 Cemetery Miscellaneous Expenditure				7,713.05	3,483.45	4,229.60	4,229.60
CEM7 Cemetery Property Maintenance & Repairs				3,300.00	90.49	3,209.51	3,209.51
CEM8 Cemetery Staff Expenditure				168,566.97	90,776.70	77,790.27	77,790.27
CEM9 Cemetery Capital Expenditure							
	219,897.40	118,832.97	-101,064.43	214,684.02	113,221.92	101,462.10	397.67
PC1 Parish Council Income	63,527.00	67,541.88	4,014.88		10,496.14	-10,496.14	-6,481.26
PC10 Parish Council Tenancy Account	7,118.40	4,900.00	-2,218.40	1,281.60	617.00	664.60	-1,553.80
PC11 Parish Council Capital Expenditure							
PC2 Parish Council Capital Income							
PC3 Parish Council Admin & Office Expenditure		825.56	825.56	7,294.00	5,507.80	1,786.20	2,611.76
PC4 Parish Council Grants				400.00	250.00	150.00	150.00
PC5 Parish Council Open Spaces		3,050.00	3,050.00	17,030.00	18,893.25	-1,863.25	1,186.75
PC6 Parish Council Planning				6,000.00		6,000.00	6,000.00
PC7 Parish Council Projects		834.00	834.00				834.00
PC8 Parish Council Social Hall		1,402.45	1,402.45	10,530.00	4,823.08	5,706.92	7,109.37
PC9 Parish Council Staff Expenditure				22,000.00	11,522.19	10,477.81	10,477.81
VAT		1,071.08	1,071.08				1,071.08
	70645.40	79624.97	8979.57	64535.60	52109.46	12426.14	21405.71
NET TOTAL	290,542.80	198,457.94	-92,084.86	279,219.62	165,331.38	113,888.24	21,803.38
Total for ALL Cost Centres		198,457.94			165,631.38		
V.A.T.		5,179.06			6,336.12		
GROSS TOTAL		203,637.00			171,967.50		
Created by 							
							Page No. 1