



Fulford

Parish Council

The Cemetery Lodge
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Minutes of the Meeting of Fulford Parish Council held at 19:30 on Tuesday 14th March 2023 in the Old Library, Fulford Social, School Lane, York, YO10 4LS.

Present: Cllr. Juliet Koprowska (Chair); Cllr. Keith Aspden (Vice-Chair); Cllr. Vivienne Clare; Cllr. Karin de Vries; Cllr. Simon Marsh; Cllr. Mary Urmston; Cllr. Andrew Vevers; 1 member of the public and the Clerk.

22183. Chair's welcome.

The Chair welcomed all present and commenced introductions.

22184. To receive apologies and approve reasons for absence.

Apologies were received and reasons for absence approved from Cllr. Walker.

22185. To receive any declarations of interest.

Cllr. Aspden declared an interest in all items pertaining to City of York Council in his capacity as Leader of the Council with particular reference to Item 22197 on the Local Plan. Cllr. Aspden also declared a personal interest in Item 22195.a.i)22195.a.ii). Cllr. de Vries declared a personal interest in Item 22195.b.i) and Cllr. Koprowska declared a personal interest in Item 22195.a.iii)

22186. To receive and approve the Minutes of the Meeting of the Parish Council held on 10th January 2023.

The Minutes of the Meeting of the Parish Council held on 10th January 2023 were approved as a true record.

22187. To receive and consider Parishioners' Questions:

The Labour Candidate in the Local Elections introduced herself and expressed interest in how the Parish Council operates, the nature of items that are discussed and how they are managed. She also expressed interest in the Germany Beck Liaison Advisory Committee and mentioned that she had spoken with some residents at the development.

22188. To note correspondence received at Appendix 1 and decide if any action is necessary.

All correspondence was noted and the following decisions were taken:

a) Letters from Cemetery visitor re toilet provision to Parish Council and Ward Councillor;

Following consideration, it was RESOLVED to state that Fulford Parish Council welcomes the opportunity to provide an explanation behind its difficult decision to close the building used for public toilets at Fulford Cemetery. Fulford Cemetery provided public toilet facilities within its grounds until April 2018 when the Parish Council was forced to take the decision to close the facility. The building itself had significant issues: the drains beneath and connecting to the building had collapsed; the roof was badly damaged and the electricity supply to the building had to be removed which meant that hot water was no longer available.

The Parish Council is very sympathetic to concerns that have been expressed and is mindful of the needs of visitors so it reviewed the situation in January 2021 and again in March 2022. However, because the building previously used for the toilets is no longer viable, the only alternative options to provide toilets would be to construct new facilities with new drainage & sewer connections, to install an automatic booth or to lease portable units. Although Fulford Cemetery provides burial services for the whole of the City of York, it is owned and maintained by Fulford Parish Council. The Parish Council is funded by a precept charged to residents of Fulford and unfortunately neither the Parish Council nor the Cemetery currently has the financial resources to fund the construction and ongoing maintenance of any new toilet facilities at the Cemetery.

Chair's Initials

b) Civility & Respect Project CR Newsletter March 23;

Noted

c) City of York Council Email enclosing Community Infrastructure Levy Statement of Representations and Draft Charging Schedule;

During discussion, Cllr. Aspden agreed to forward a briefing note to councillors and a number of councillors considered the possibility of a Neighbourhood Plan but recognised the complexity and commitment that would be involved. It was RESOLVED to add an item to the next agenda to consider whether the development of a Neighbourhood Plan would be viable and beneficial in terms of future funding and opportunities.

d) Email from Cllr. Aspden re Update on May;

It was RESOLVED to thank Cllr. Aspden for his years of commitment and dedication in representing Fulford and Heslington Ward within City of York Council and to wish him well in his future endeavours. Councillors commented that Cllr. Aspden has brought enormous value in terms of connections, persistence, knowledge and an ability to act with diplomacy. They also expressed hope that Cllr. Aspden would stand for Fulford Parish Council again in the upcoming local elections and continue to represent residents at parish level.

e) Email from HMRC re Changes to VAT submissions and penalties;

Noted

f) Email re Battle of Fulford Memorial Stone proposed relocation;

It was RESOLVED to store the Battle of Fulford Memorial Stone pending its restoration and relocation and make representations for the restoration and relocation to be included as part of the planning decision for the flood defence scheme pumping station. It was noted that there were a number of ideas for the relocation site and discussions for this should include other interested parties before any further decision is taken.

g) Letter re Delwood Wall/Prospect Terrace Bricks & Photo

Cllr. Aspden confirmed that the wall would be the responsibility of CoYC and the Clerk agreed to forward the correspondence to him to raise with the relevant officers.

h) Email & Clerk's response re Dogs on playing fields and Parish Field project update;

It was RESOLVED that the Clerk would add a post to Facebook to improve awareness of the rules relating to dogs on the playing fields i.e. that dogs are permitted on leads provided they are cleared up after and kept away from the children's play areas.

i) Email & Clerk's response re Footpath 7 School Lane;

The correspondence and Clerk's response were noted, it was further noted that the Clerk had used the CoYC online reporting system and some of the debris had been cleared. Following discussion, it was RESOLVED to request the barriers at either end of the footpath be removed and forward the original request to Cllr. Aspden.

j) Email re Germany Beck street lighting and impact on crime;

It was noted that Cllr. Marsh had spoken with the resident and that they have been put in touch with Persimmon direct.

k) Email re Germany Beck safety concerns re parking restrictions & update from Cllr. Marsh

It was noted that Cllr. Marsh had spoken with the resident and that they have been put in touch with Persimmon direct.

l) Notification of increase rates from Smart Cleaning;

Noted

m) SYSTRA Email re Local Cycling and Walking Infrastructure Plan;

Noted

n) Transport Initiatives Email re proposed stakeholder meeting;

It was noted that Cllr. Koprowska went to the first of the meetings.

22189. To consider and confirm any decisions taken using delegated powers listed at Appendix 2.

It was RESOLVED to confirm the following decision taken using delegated powers:

- a. Decision taken 23 November 2022: It is RESOLVED to authorise payment of the invoice to Constructive Individuals in the sum of £2,898.69.

22190. To set the date and time of the Annual Parish Meeting.

It was noted that the Annual Parish Meeting must be held between 1st March and 1st June (inclusive) but this is not the Annual Parish Council Meeting which is scheduled for 9th May but the meeting for the parish. It was RESOLVED to hold the Annual Parish Meeting at 6.30pm on Tuesday 9th May 2023 and hold a separate Parish Social Event to include refreshments on 18th May at 7pm in the Social Hall.

22191. To receive and consider a report from the Ward Councillor and decide on any necessary action.

Cllr. Aspden reported all ward grants in Fulford have been spent/delivered/commissioned for this financial year.

Cllr. Aspden also reported that Fulford in Bloom wish to liaise with the Greener Cleaner Fulford community group over areas of overlap in activities to avoid duplication of volunteer efforts. Cllr. Koprowska agreed that it would be helpful to clarify the extent of any remit.

Cllr. Aspden thanked councillors for the suggestions for locations of bus stop signs. More suggestions had been received than the number of signs available so a decision would be taken by CoYC on which would be funded.

22192. To receive and consider any reports from the Police and decide on any necessary action to include consideration of Facebook posts on the Germany Beck community page about burglaries at the development.

The reports from the Police for December, January and February were noted together with a screenshot of a Facebook post from a former councillor. It was RESOLVED to use Facebook to communicate the importance of reporting crime to the Police as this provides the Police with the information they need to target resources to areas of need within the City.

22193. Financial Matters

a. To approve the payments presented for authorisation;

It was RESOLVED to approve the payments set out in the screenshot and table below and that 2 councillors would authorise the payments online with Unity Trust Bank:

- Accounts >
- Payments >
- Awaiting Authorisation ✓
- Beneficiaries >
- Standing Orders >
- Direct Debits >
- Stationery >
- Stop Cheque >
- Secure Messaging >
- My Details >
- Help / FAQs

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	From: 60-83-01 20445852 Unity Current Account T2 Morton Training Lt Ref: Inv4013RefFulfordP	-216.00 GBP	ASAP	Rachel Robinson Mrs Rachel Robinson
<input type="checkbox"/> Pay Bill	From: 60-83-01 20445852 Unity Current Account T2 YORKSHIRE INTERNAL Ref: INV4198 FULFORD PC	-395.00 GBP	15 Mar 2023	Rachel Robinson Mrs Rachel Robinson

Please note: Transactions which remain 'Unauthorised' for over 1 month will automatically be cancelled.

[Reject Transactions](#)

[Authorise Transactions](#)

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Fulford Parish Council

13 March 2023 (2022-2023)

PAYMENTS LIST

Code	Date	Description	Supplier	VAT Type	Net	VAT	Total
PC8 SH - Electricity	12/01/2023	Electricity Charges	British Gas	L	67.84	3.39	71.23
EM CEM On Cost - Cemetery	12/01/2023	Monthly HMRC Payment	HM Revenue & Customs	X	3,670.81		3,670.81
EM CEM On Cost - Cemetery	12/01/2023	Monthly NYPF Payment	North Yorkshire Pension Fund	X	3,701.53		3,701.53
PC5 Play Equipment - Inspection & Repair	12/01/2023	Playground Inspection Charges	Hags_Smp Ltd	S	136.00	27.20	163.20
CEM5 Fuel	13/01/2023	Cemetery Vehicles Fuel Charges	Fuel Genie	S	138.69	27.74	166.43
CEM3 Electricity	16/01/2023	Electricity Charges	British Gas	L	37.07	1.85	38.92
CEM5 Commercial Waste	16/01/2023	Commercial Waste Charges	City of York Council	E	474.72		474.72
PC8 SH - Commercial Waste Collection	16/01/2023	Commercial Waste Charges	City of York Council	E	63.40		63.40
CEM3 Chip & PIN Machine Fees & Charges	16/01/2023	Chip & PIN Machine Service Charges & Fees	Clover (Fiserv/First Data)	S	55.82	11.16	66.98
PC3 Legal & Professional Fees	19/01/2023	HM Land Registry copy document fee	HM Land Registry	E	6.00		6.00
PC8 SH - Cleaning/Hygiene	19/01/2023	Commercial Cleaning Charges	Smart Cleaning Group Limited	S	310.00	62.00	372.00
CEM3 Gas	23/01/2023	Gas Charges	SSE Energy Solutions	L	205.14	10.26	215.40
PC8 SH - Gas	23/01/2023	Gas Charges	SSE Energy Solutions	L	536.47	26.82	563.29
CEM3 Water Rates/Sewerage	23/01/2023	Water Rates Payment	Yorkshire Water	E	56.21		56.21
PC8 SH - Water/Sewerage	23/01/2023	Water Rates Payment	Business Stream	E	100.54		100.54
PC8 SH - Broadband	23/01/2023	Broadband and Phone Payment	Plusnet	S	26.90	5.38	32.28
PC3 IT - Equipment & Software Purchases	25/01/2023	HDMI Cable Replacement	Amazon	S	9.97	2.00	11.97
PC3 IT - Equipment & Software Purchases	25/01/2023	Monitor & Care Package	HP Inc UK Limited	S	183.32	36.66	219.98
CEM3 Electricity	31/01/2023	Electricity Charges	British Gas	L	8.90	0.45	9.35
EM CEM Gross Pay - Cemetery	31/01/2023	Net Salaries	All Employees	X	11,082.25		11,082.25
PC3 Prepaid Card Service Charges (Expend)	31/01/2023	Monthly Subscription Payment	Expend Limited	S	13.98	2.80	16.78
PC3 Stationery & Ink	31/01/2023	Monthly Subscription Payment	HP Instant Ink	S	3.74	0.75	4.49
PC3 Telephone & Broadband	31/01/2023	Mobile Phone Charges- Clerk	GiffGaff Ltd	S	5.00	1.00	6.00
PC3 IT - Support and Services	31/01/2023	Monthly Subscription Payment	Microsoft Ireland Operations Ltd	S	18.80	3.76	22.56
CEM3 Water Rates/Sewerage	03/02/2023	Water Rates Payment	Yorkshire Water	E	54.88		54.88
EM CEM On Cost - Cemetery	03/02/2023	Monthly HMRC Payment	HM Revenue & Customs	X	3,695.14		3,695.14
EM CEM On Cost - Cemetery	03/02/2023	Monthly NYPF Payment	North Yorkshire Pension Fund	X	3,715.19		3,715.19
EM PC Home Working Allowance	03/02/2023	Home Working Allowance Payment	Rachel Robinson	X	26.00		26.00
TNCY1 Tenancy - Letting Agent Management	03/02/2023	Cemetery Lodge Apartment Rent Guarantee Fee	Martin & Co	S	26.00	5.20	31.20
TNCY1 Tenancy - Letting Agent Management	03/02/2023	Property Management Fee	Martin & Co	S	63.00	12.60	75.60
TNCY1 Tenancy - Property Maintenance Contract	03/02/2023	Replacement Door Fitting - Cemetery Lodge Apartment	JR Joinery & Bespoke Carpentry	Z		415.87	415.87
CEM3 Telephone/Broadband	03/02/2023	Broadband and Phone Payment	TalkTalk Business	S	27.95	5.59	33.54
CEM3 Training/Training Resources	06/02/2023	Training - Pesticides	Morton Training Limited	S	540.00	108.00	648.00
PC3 Postage	07/02/2023	Shredder Oil, Oil Sheets, Shredder Bags and Stamps	Viking	E	13.04		13.04
PC3 Training & Training Resources - Council	07/02/2023	Webinar Training Charges	Yorkshire Local Councils Association	E		33.40	33.40
PC3 Stationery & Ink	07/02/2023	Shredder Oil, Oil Sheets, Shredder Bags and Stamps	Viking	S	84.95	16.99	101.94
CEM4 Personal Protective Equipment (PPE)	07/02/2023	PPE Clothing	Elcocks Ltd	S	33.32	6.66	39.98
CEM4 Personal Protective Equipment (PPE)	07/02/2023	PPE Clothing	Elcocks Ltd	S	16.67	3.33	20.00
PC8 SH - Electricity	14/02/2023	Electricity Charges	British Gas	L	58.38	2.92	61.30
CEM5 Fuel	14/02/2023	Cemetery Vehicles Fuel Charges	Fuel Genie	S	140.58	28.12	168.70
PC8 SH - Cleaning/Hygiene	14/02/2023	Commercial Cleaning Charges	Smart Cleaning Group Limited	S	310.00	62.00	372.00
PC3 Stationery & Ink	14/02/2023	Monthly Subscription Payment	HP Instant Ink	S	3.74	0.75	4.49
PC3 Telephone & Broadband	14/02/2023	Mobile Phone Charges- Clerk	GiffGaff Ltd	S	5.00	1.00	6.00
CEM3 Chip & PIN Machine Fees & Charges	14/02/2023	Chip & PIN Machine Service Charges & Fees	Clover (Fiserv/First Data)	S	63.91	12.78	76.69
CEM3 Gas	23/02/2023	Gas Charges	SSE Energy Solutions	L	191.70	9.59	201.29
PC8 SH - Gas	23/02/2023	Gas Charges	SSE Energy Solutions	L	385.31	19.27	404.58
PC8 SH - Broadband	23/02/2023	Broadband and Phone Payment	Plusnet	S	26.90	5.38	32.28
CEM3 Gas	28/02/2023	Gas Charges	SSE Energy Solutions	L	111.29	5.56	116.85
EM CEM Gross Pay - Cemetery	28/02/2023	Net Salaries	All Employees	X	10,994.41		10,994.41
PC8 SH - Electricity	03/03/2023	Electricity Charges	British Gas	L	26.25	1.31	27.56
TNCY1 Tenancy - Letting Agent Management	03/03/2023	Cemetery Lodge Apartment Rent Guarantee Fee	Martin & Co	S	26.00	5.20	31.20
TNCY1 Tenancy - Letting Agent Management	03/03/2023	Property Management Fee	Martin & Co	S	63.00	12.60	75.60
CEM3 Postage	07/03/2023	Stamps, Stationery & Cleaning Supplies	Viking	E	68.00		68.00
CEM3 Stationery/Ink/Registers	07/03/2023	Stamps, Stationery & Cleaning Supplies	Viking	S	7.49	1.50	8.99
CEM3 IT - Support & Services	07/03/2023	Scribe - Cemetery Annual Subscription	Starboard Systems Ltd t/a Scribe Accounts	S	705.60	141.12	846.72
CEM7 Maintenance/Repairs - Outbuildings/	07/03/2023	Boiler Repairs	Nortons Heating	S	55.00	11.00	66.00
PC8 SH - Repairs/Maintenance Contingency	07/03/2023	Boiler Repairs & System Check	Nortons Heating	S	55.00	11.00	66.00
CEM3 IT - Website & Email	07/03/2023	Email Accounts, DNS and Domain Names Hosting	Designition Ltd	S	58.50	11.70	70.20
PC3 IT - Website & Email	07/03/2023	Email Accounts, DNS and Domain Names Hosting	Designition Ltd	S	274.50	54.90	329.40
CEM3 Telephone/Broadband	07/03/2023	Broadband and Phone Payment	TalkTalk Business	S	27.95	5.59	33.54
CEM5 Machinery - New	07/03/2023	2.7 kVA Honda GX160 Petrol Generator	SGS Engineering (UK) Ltd	S	476.38	95.28	571.66
EM CEM On Cost - Cemetery	07/03/2023	Monthly HMRC Payment	HM Revenue & Customs	X	3,629.34		3,629.34
EM CEM On Cost - Cemetery	07/03/2023	Monthly NYPF Payment	North Yorkshire Pension Fund	X	3,678.77		3,678.77
CEM3 Cleaning Materials	07/03/2023	Stamps, Stationery & Cleaning Supplies	Viking	S	99.15	19.83	118.98
PC5 Fordlands Rd - Pest Treatment	07/03/2023	Rabbit Control March to August	MJ Backhouse Environmental Services	S	291.61	58.32	349.93
PC8 SH - Repairs/Maintenance Contingency	07/03/2023	Replace Gate and Posts to Side Entrance of Social Hall	The Filters Solution	Z	1,152.13		1,152.13
EM CEM On Cost - Cemetery	09/03/2023	Monthly HMRC Payment Interest accrued	HM Revenue & Customs	X	9.86		9.86
PC3 Prepaid Card Service Charges (Expend)	09/03/2023	Monthly Subscription Payment	Expend Limited	S	13.98	2.80	16.78
PC3 Telephone & Broadband	09/03/2023	Mobile Phone Charges- Clerk	GiffGaff Ltd	S	5.00	1.00	6.00
PC3 IT - Support and Services	09/03/2023	Monthly Subscription Payment	Microsoft Ireland Operations Ltd	S	18.80		18.80
EM PC Home Working Allowance	15/03/2023	Home Working Allowance Payment	Rachel Robinson	X	52.00		52.00
PC3 Audit	15/03/2023	Audit - Interim Internal Audit Visit	Yorkshire Internal Audit Services	Z	197.50		197.50
CEM3 Audit	15/03/2023	Audit - Interim Internal Audit Visit	Yorkshire Internal Audit Services	Z	197.50		197.50
				Total	52,689.77	1,415.14	54,104.91

Chair's Initials

b. To note the receipts presented;

The following receipts were noted.

CEM1 Cemetery Income

		Receipts
Title		Actual
CEM1 Cemetery Fees - Burial Rights Purchases		14,070.00
CEM1 Cemetery Fees - Interments		39,025.00
CEM1 Cemetery Fees - Grave Maintenance (Upkeeps)		490.00
CEM1 Cemetery Fees - Memorials		5,253.00
CEM1 Cemetery - PWLB Loan Repayments from CoYC		3,483.45
SUB TOTAL		62,321.45
PC1 CoYC Annual Cemetery Agreement Contribution		4,337.22
PC1 CoYC Double Taxation		15,682.57
PC1 Grants - Ward Grants		3,342.00
PC1 Rents - Social Hall		3,577.43
SUB TOTAL		26,939.22
TNCY1 Tenancy - Income Gain to Repay Reserves		1,400.00
SUB TOTAL		1,400.00

VAT Payments and Receipts

SUB TOTAL

Summary

NET TOTAL	90,660.67
V.A.T.	1,548.30
GROSS TOTAL	92,208.97

c. To approve the bank reconciliation;

The bank reconciliations to 14th March 2023 were noted.

d. To note the statement of reserves;

Deferred pending options for virement and earmarking to 2023/2024.

e. To consider any options for virement or earmarking at the financial year end;

Deferred to the final week of the financial year.

f. To consider use of Direct Debit for payment of monthly HMRC Employment Costs;

It was RESOLVED to arrange a Direct Debit for the monthly HMRC employment costs. Two councillors signed the Direct Debit authority.

g. To note the Double Taxation claim award.

The Double Taxation award was noted. Cllr. de Vries thanked the Clerk for the successful claim.

22194. To consider retrieval of land ownership deeds and documents from Hague & Dixon and digitisation of historic records.

It was RESOLVED to retrieve the land ownership deeds and documents from Hague & Dixon for digitisation.

22195. 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) **23/00283/FUL | Flood alleviation scheme comprising a pumping station and associated inlet structure, control kiosk, access track and parking area; culvert under Selby Road; outfall structure and floodwall alignment and penstock across Germany Beck; two earth flood embankments, and a temporary construction compound and tree works within the Fulford Conservation Area | Fulford Flood Alleviation Scheme Pt Fulford Ings and Pt Playing Fields Selby Road York;**

It was RESOLVED to arrange a meeting between councillors and Steve Wragg to consider the planning application, its implications to the Parish Council as landowner and potential mitigations or compensation for community gain to include matters such as landscaping, tree planting, restoration and relocation of the Battle of Fulford Memorial Stone, removal of Himalayan Balsam in the vicinity and other reasonable community improvements. It was further RESOLVED to call an Extraordinary Meeting to resolve the Parish Council response to the planning application prior to the response deadline of 29th March 2023.

- ii) **23/00312/FUL | Erection of detached dwelling to rear with associated landscaping and access - resubmission | Sandysfarm 1 School Lane Fulford York YO10 4LU;**

It was RESOLVED to object as follows with drafting the letter of objection delegated to the Planning working group:

- 1) Inaccurate red line. The red line should include the full extent of the newly created pedestrian access from the highway to serve both plots (to include any new fencing/gates).
- 2) The principle of a new dwelling in this residential garden is not supported. The proposal (albeit for a bungalow) is considered to be inappropriate development, that causes harm to the established urban grain of the area, which is characterised by housing fronting the street with medium size gardens to the front and rear.
- 3) The host dwelling is a six-bed HMO which requires sufficient amenity space to ensure activities do not result in disturbance to neighbours. The proposal would result in a cramped amenity space for an extended HMO with inadequate separation distance between the tandem dwellings. In addition, the siting of the second HMO parking space immediately adjoining the new dwelling has the potential to create disturbance to future occupiers plus privacy and security issues.
- 4) Cycle parking: The Design and Access Statement states: 'Both existing and proposed plot will be provided with secure cycle storage'. In view of the lack of space surrounding the properties, the location of the cycle storage should be illustrated on the plans – this is especially important for the HMO.
- 5) Lack of drainage details: There are no details of the drainage proposals and although a soakaway is proposed in the garden of the new dwelling, no evidence has been provided to demonstrate whether a soakaway will be effective. In addition, no details of how surface water run-off from the new dwelling will be managed.

- 6) Conflict with conditions imposed by SoS for Germany Beck
- 7) More detail required on the design of the car port and the proposed materials.

iii) 23/00313/TCA | Prune back branches of 1no. Swamp Oak and 1no. Sycamore to boundary - tree works in a Conservation Area | Gate Fulford Lodge Fenwicks Lane York YO10 4PL;

It was RESOLVED To comment as follows: The trees are prominent in the landscape. Would not support cutting all the branches down on one side only, which could lead to structural imbalance. Suggest that any pruning should be the minimum necessary to ensure public safety.

iv) 23/00286/TCA | Fell 1no. Birch tree in a Conservation Area | Halcyon 130 Main Street Fulford York YO10 4PS;

It was RESOLVED there were no objections.

v) 23/00224/TCA | Overall reduction of 0.5m in length to 2no. Apple trees; crown reduction by 1 metre to 2no. Yews - tree works in a Conservation Area | 55 Main Street Fulford York YO10 4PN;

It was RESOLVED there were no objections. It was noted that the application had been approved.

vi) 23/00191/CPD | Certificate of lawfulness for proposed development of single storey side extension following removal of existing conservatory | 9 Atcherley Close York YO10 4QF;

It was RESOLVED there were no objections.

vii) 23/00409/CLU | Certificate of lawfulness for use as House in Multiple Occupation (use class C4) | 50 Heslington Lane York YO10 4NA;

It was RESOLVED no response was necessary.

viii) 23/00410/CLU | Certificate of lawfulness for use as a House in Multiple Occupation | 58 Heslington Lane York YO10 4NA;

It was RESOLVED no response was necessary.

ix) 23/00428/TCA | Fell 1no. Sycamore and 2no. Hawthorns - tree works in a Conservation Area. | Park House 27 Fulford Park York YO10 4QE;

It was RESOLVED to comment as follows:

Concerns about the loss of trees along the boundary with the lngs which has exposed the house to views from public footpaths. The large oak tree that was felled for safety reasons has not been replaced.

x) 23/00427/FUL | Two and single storey rear extensions, single storey side extension and raised ridge height following demolition of existing garage and side/rear extensions | Kanoni 138 Heslington Lane York YO10 5ND.

It was RESOLVED to object as follows:

- 1) Green belt: The dwelling is within the green belt (green wedge), therefore green belt policy applies. NPPF 149 (c) allows 'the extension or alteration of a building provided

that it does not result in disproportionate additions over and above the size of the original building'. The glossary defines 'Original building' as: 'A building as it existed on 1 July 1948 or, if constructed after 1 July 1948, as it was built originally'.

It is evident that the proposed increase in the footprint and massing of the 'original building' is disproportionate (approx 100%) and should therefore be regarded as inappropriate development in the green belt which is harmful by definition. No very special circumstances exist to outweigh this harm to openness.

- 2) Design: The dwelling is in a visually prominent position in the landscape and has some historic value by virtue of its former use as the village police station. The recent loss of trees and boundary hedging has increased its visibility and the Parish Council considers that the major changes proposed (particularly to the roof design) will be harmful to the streetscape.

b. Ongoing applications

- i) **19/02248/FUL | Erection of 4no. detached dwellings with associated access, parking and landscaping | 40 Fordlands Road York YO19 4QG;**

Cllr. de Vries abstained. It was RESOLVED to send the letter of objection as drafted.

- ii) **22/02437/FUL | Part demolition and rebuild of Nos. 100-102 to provide 4no. dwellings with external alterations and extensions. Redevelopment of outbuildings at rear to provide an additional dwelling and parking. | 100 Main Street Fulford York YO10 4PS;**

It was noted that the case officer had recommended that the application be withdrawn due to heritage harm and parking concerns but that revised plans have since been put in.

- iii) **22/01502/FUL | Single storey rear extension and erection of 2no. rear garden outbuildings for additional living space | 151 Main Street Fulford York YO10 4PR;**

It was noted that the Case Officer had indicated a response would be given for consideration at this meeting but that the response would be further delayed due to illness. The Clerk was delegated to respond on receipt under advisement from the Planning working group.

- iv) **22/01122/FUL | Variation of condition 2 of permitted application 18/02129/FUL to omit footpath across the front of houses, alter position of fences between properties and erect sheds to side of plots 1 and 2 (retrospective). Land Adjacent To 141 Broadway York.**

It was RESOLVED to send a further reminder.

c. Appeals

- i) **22/00471/FUL | Erection of 1no. dwelling following demolition of outbuilding to rear (resubmission) | 34 Main Street Fulford York YO10 4PX.**

It was RESOLVED to approve the following decision taken using delegated powers to ensure the representations could be made within the deadline:

It is RESOLVED to send the letter of appeal statement in respect of 34 Main Street Appeal Ref: APP/C2741/W/22/3309624 as drafted and circulated.

d. To note LPA decided applications at Appendix 3.

The following LPA decided applications were noted:

22/02433/FUL | Variation of condition 17 of permitted application 21/00737/FULM to reduce the number of Electric Vehicle Recharging Point(s) down from 9no. to 4no. | Fulford School Fulfordgate York YO10 4FY – LPA Approved.

22/02559/FUL | Single storey rear extension and dormer to rear | 9 The Old Orchard York YO10 4LT – LPA Approved.

22196. To receive and consider an update on matters pertaining to the Germany Beck Liaison Advisory Committee (LAC).

It was noted that there were some delays in the plans for community services such as a shop and medical centre being provided at the development so it was agreed to query this at the next LAC meeting. Queries relating to the solar lights and recent instances of burglaries were also raised. It was noted that the police reports had recorded 3 instances at Germany Beck. Reports on social media seemed higher than those reported to the Police so it was RESOLVED to add a Facebook post to the Germany Beck and Fulford Community Groups with procedures for correctly reporting incidents and crimes.

It was noted that there had possibly been some miscommunication or misunderstanding about the transfer of extension land. The Clerk would liaise with Cllr. Aspden and Paul Forrest with CoYC and would forward the email relating to s.106 variation from Paul Forrest to councillors.

It was RESOLVED that the Clerk would contact Persimmon to request meeting dates for the year ahead to ensure that most members have enough notice to be able to attend.

22197. To receive and consider any update on the Local Plan Examination (Phase 1) and decide on any necessary action.

It was noted that City of York Council published the Main Modifications on Monday 13th February for consultation for 6 weeks and Michael Courcier had agreed to prepare short representations for submission prior to the deadline.

It was RESOLVED to request a delegated powers decision to decide on Michael's submissions when available following circulation of them upon receipt. Having declared an interest, Cllr. Aspden abstained from the vote.

22198. To receive and consider a report from the Cemetery working group and decide on any necessary action to include:

a. Consideration of a date for a Cemetery Committee meeting;

It was noted that the Cemetery Fees and Budget for 2023-2024 need to be set and it was RESOLVED the Clerk would request dates for a Cemetery Committee meeting via Doodle Poll.

b. Consideration of Coronation Bank Holiday arrangements and staffing implications;

It was RESOLVED that the Cemetery Office will be closed for the bank holiday and all staff be permitted the day off.

c. Consideration of request for plot purchase relinquishment and refund;

It was RESOLVED to relinquish the plot with the deduction of 10% administration fee.

d. Consideration of correspondence received and York Press article relating to toilet facilities

Noted as reported at Item 221881a).

e. Consideration of quotations received to remove and replace conifers bordering the allotments.

Following consideration of the 3 Quotes received for the removal of the conifers, it was RESOLVED to instruct Yorkshire Tree Surgeons to proceed as quoted and request that some of the chippings be made available to allotment holders. It was further RESOLVED to consider further tree replacement at the Cemetery on a future agenda.

22199. To receive and consider a report from the Open Spaces working group and decide on any necessary action to include:

a. School Lane Parish Field update to include:

i) A report from the meeting held on 10th February;

Considered at Item 22196.

ii) VAT on sports fees update.

It was noted that the Clerk awaits the tailored VAT advice from the Parkinson Group following the recent court decision which had been circulated by YLCA. It was further noted that there would be implications to the Parish Council's ability to reclaim VAT for the parish field if the Parish Council was not responsible for the entire plot of land, either as freeholder or as leaseholder.

b. Fordlands Road update to include:

i) Update on tree planting;

It was noted that the Environment Agency trees had been planted within less than 2 days on Fordlands Road and that additional trees would be planted at a later date. It was noted that the trees had been planted away from the area of the proposed pumping station. It was noted that photographs of the new trees had been added to the website and Facebook.

ii) To consider quotes received for basketball court markings;

Following consideration of 3 quotes received, it was RESOLVED to instruct Guideline Ltd to proceed as quoted at £475 + VAT.

iii) To consider quotes received for signage

Following consideration of quotes from 4 suppliers, it was RESOLVED to instruct Signs Express to install new signs to existing fixings at the quoted price of £248.00 + VAT.

c. Play Equipment update to include information and any quotes received in respect of the surfacing to both playgrounds.

Reports and quotes from the two recommended suppliers were deferred to the Open Spaces working group for further consideration. It was noted that Team Sports & Play had removed the cableway seat to prevent further use pending resolution of surface works and that notices had been attached to the equipment.

It was RESOLVED the Clerk would chase up news from the Viking Longboat suppliers for repairs under warranty.

d. Village Green Update.

It was noted that a purchase order had been issued for the Tansy Beetle sign and that Dan Calvert of CoYC is making the arrangements with Signs Express.

e. Allotments update to include:

i) A report from Allotments Meeting held on 7th March 2023;

It was noted that Plot 25 will be re-let from 1st April and that the hawthorn hedge along the border of the Cemetery was planted on 21st December 2022. It was RESOLVED that the Clerk would write to the former tenant of Plot 23 to give notice that if they do not remove their wood from the plot within one week, it will be made available to the other allotment holders or disposed of. It was RESOLVED that if necessary, a larger skip should be ordered.

ii) Consideration of the Push Pad and Digi-Code Lock quote

It was RESOLVED to approve the quote provided it met budgetary constraints.

f. To consider any response to the Green Corridors York Evaluation from St Nicks

It was RESOLVED to delegate the response to Cllr. Koprowska.

22200. To receive and consider a report from the Social Hall working group and decide on any necessary action to include:

a. Regular hirer's email in response to fee changes from April.

It was RESOLVED that no promises can be made at this stage.

It was noted that councillors had met with Phil Bixby (PB) and had an opportunity to view the 3D designs of ideas for the Social Hall. It was RESOLVED that the Clerk would write to PB to thank him and to ask for details of Quantity Surveyors to contact for quotes. It was also RESOLVED that Cllr. Clare would approach Gate and Bar for a quote.

It was noted that the new side gate has been installed and the invoice has been paid. Cllr. Clare agreed to approach the Ward Committee with proposals to assign the remaining grant to related Social Hall renovations.

22201. To receive and consider a report from the Fulford Climate & Ecological Emergency working group.

Cllr. Koprowska provided a report from the Greener Cleaner Fulford Group for the Parish Council's information. Cllr. de Vries proposed that the Greener Cleaner Fulford Group's Green Day event become a Parish Council event and it was RESOLVED to approve the proposal and permit use of Parish Council equipment for the event in the Social Hall.

22202. To consider the Civility and Respect Pledge

It was RESOLVED to sign up to the Civility and Respect Pledge.

22203. To consider any updates or information resulting from recent training webinars and decide on any necessary action.

It was noted that Cllr. de Vries had attended a Public Rights of Way webinar and shared the relevant information to the Parish Council.

22204. To consider any proposals for Coronation events or arrangements.

It was RESOLVED to publicise events happening within York and provide information on how to hold a street party.

22205. To consider and propose any items for inclusion on the agenda for the next meeting.

It was RESOLVED to review meeting frequency and include the items already mentioned within the minutes.

22206. To consider exclusion of the press and public from the discussion of any aspect of item 22207 by virtue of s.1(2) of the Public Bodies (Admission to Meetings) Act 1960.

It was RESOLVED to exclude the press and public from the discussion of any aspect of item 22207 by virtue of s.1(2) of the Public Bodies (Admission to Meetings) Act 1960

22207. To receive and consider reports from the HR panel and decide on any necessary action to include:

a. Cemetery staffing update.

A report of long term sickness and future retirement were noted and the value of a retirement gift was agreed. It was noted that some training had been completed by two members of staff.

22208. Confirm date and time of next meeting.

It was RESOLVED that an extraordinary meeting would be necessary to decide a response to 23/00283/FUL | Flood alleviation scheme comprising a pumping station and associated inlet structure, control kiosk, access track and parking area; culvert under Selby Road; outfall structure and floodwall alignment and penstock across Germany Beck; two earth flood embankments, and a temporary construction compound and tree works within the Fulford Conservation Area | Fulford Flood Alleviation Scheme Pt Fulford Ings and Pt Playing Fields Selby Road York. The Clerk will circulate a Doodle Poll for completion.

The Annual Parish Meeting will be held at 6.30pm on 9th May 2023;
The Annual Parish Council Meeting will be held at 7pm on 9th May 2023;
The May Ordinary Meeting of the Parish Council will be held immediately after the Annual Parish Council Meeting on 9th May.

The Chair closed the meeting at 22:13.

Signed Chair

1) Appendix 1 - Correspondence Received

- o) Letters from Cemetery visitor re toilet provision to Parish Council and Ward Councillor;
- p) Civility & Respect Project CR Newsletter March 23;
- q) City of York Council Email enclosing Community Infrastructure Levy Statement of Representations and Draft Charging Schedule;
- r) Email from Cllr. Aspden re Update on May;
- s) Email from HMRC re Changes to VAT submissions and penalties;
- t) Email re Battle of Fulford Memorial Stone proposed relocation;
- u) Letter re Delwood Wall/Prospect Terrace Bricks & Photo
- v) Email & Clerk's response re Dogs on playing fields and Parish Field project update;
- w) Email & Clerk's response re Footpath 7 School Lane;
- x) Email re Germany Beck street lighting and impact on crime;
- y) Email re Germany Beck safety concerns re parking restrictions & update from Cllr. Marsh
- z) Notification of increase rates from Smart Cleaning;
- aa) SYSTRA Email re Local Cycling and Walking Infrastructure Plan;
- bb) Transport Initiatives Email re proposed stakeholder meeting;
- cc) NALC Correspondence:
 - i) Chief Executive's Bulletins dated 20, 27 January; 10, 17, 24 February; 3 March;
 - ii) Newsletters dated 17, 18, 25 January; 1, 8, 22 February; 1, 8 March;
 - iii) Parliamentary Briefing – Levelling Up and Regeneration Bill Baroness Scott amendments at Lords;
 - iv) NALC Briefing CIL April 2019 for reference alongside Parliamentary Briefing;
- dd) YLCA Correspondence:
 - i) VAT on Sports Fees Update;
 - ii) Engagement Meeting with Yorkshire & Humber Climate Commission;
 - iii) Information requests and vacancies bulletin 13 January;
 - iv) Training Discussion Forums bulletin 17-26 January;
 - v) Bulletin 24 February & March training programme;
 - vi) White Rose Bulletins dated 20 January; 17 February & 3 March.

2) Appendix 2 - Decisions taken using delegated powers

- a. Decision taken 23 November 2022: It is RESOLVED to authorise payment of the invoice to Constructive Individuals in the sum of £2,898.69.

3) Appendix 3 - LPA Decided Planning Applications

- a. 22/02433/FUL | Variation of condition 17 of permitted application 21/00737/FULM to reduce the number of Electric Vehicle Recharging Point(s) down from 9no. to 4no. | Fulford School Fulfordgate York YO10 4FY – LPA Approved.
- b. 22/02559/FUL | Single storey rear extension and dormer to rear | 9 The Old Orchard York YO10 4LT – LPA Approved.