

Minutes of the Ordinary Meeting of Skelton Parish Council held on Thursday 27<sup>th</sup> February 2020 at Skelton Village Hall at 19.30

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Present:

Councillors: Cllrs Watt (Chairman), Gossow, Kitson, Lawn, C Linfoot, J Linfoot, Mansell, Stead  
Ward Councillor: Apologies were received from Cllr Hook

Public: 4

Clerk: K de Vries

- 20013 The Chairman welcomed everyone to the meeting.
- 20014 Apologies for absence  
Apologies were received from and approved for Councillor Watson.
- 20015 To receive declarations of interest and dispensation requests  
None
- 20016 It was RESOLVED to approve and sign the minutes of the meeting of the Council held on 23<sup>rd</sup> January 2020 as a true record.
- 20017 It was RESOLVED to adjourn the meeting to hold the Open Forum
- 1 Police Report  
A van in the pub car park had been broken into. Concerns were raised with regard to speeding along Moor Lane, causing unsafe situations for visitors of the cemetery and the Moorlands Nature Reserve.
  - 2 Report of ward councillor  
The chairman will ask for an update with regard to mud spilling onto The Green.
  - 3 The Litter Picker's Report  
The litter picker reported that the skip on Burtree Avenue has now been on the verge for two to three months. Moreover, a bucket-load of concrete had been emptied and left on the grass. The Chairman will write to the City of York copying in Councillor Hook.
  - 4 Village Matters and parishioners' questions.  
A resident and former councillor drew the council's attention to past practice with regard to the enforcement of Cemetery Regulations. They asked that the council take action again to limit items on graves. The chairman, Cllr Watt responded that he could not respond in a public meeting and reiterated that he felt that the Regulations are too strict. Cllr C Linfoot said that the Cemetery Advisory Panel will look at the Cemetery Regulations.  
The Open Forum was closed and the meeting resumed.
- 20018 To receive and decide necessary action on the following village and playground matters
- 1 To consider the additional ROSPA Playsafety inspection report and to consider quotations for additional repairs. The clerk had sought three quotations for an inspection of the gyroplay and the replacement of a damaged panel of the toddler multiplay. Two quotations had been received. It was RESOLVED to accept the quotation from Park Lane Playgrounds for £300 ex VAT.
  - 2 To receive an update on the consultation process for new play equipment.  
Cllr C Linfoot explained that a consultation would be carried out within the school. A discussion took place about the cost of a piece of equipment as well as carrying out a consultation in the newsletter.
  - 3 To consider a quotation for removing a lower lateral limb of an oak in the playground.  
It was RESOLVED to accept a quotation from Tony Castle for £180 plus VAT and for the works to be carried out at the same time as the tree survey in Spring.
  - 4 To note removal of tree damaged by storm Ciara in the playground.

The chairman thanked Mr M Watkins, Cllr C Linfoot and Mr C Holland, who helped move the tree.

- 5 To consider quotation to repair damage to the green on Sycamore Close.  
It was RESOLVED to accept a quotation of £200 plus VAT to repair the ruts and to write to the owner of the van to invite them to cover the costs.
- 6 To consider quotation for clearing the ditch to provide access to the newly installed pedestrian gate and to consider quotation to repair damage caused to playing field grass.  
After some discussion, it was felt that during the grass cutting season the ruts will disappear and that the repairs were not needed. It was RESOLVED not to carry out the repairs.
- 7 To consider request from the Friends of Skelton school for permission to hold a summer festival on the Pasture on 4 July.  
It was RESOLVED to give consent for the use of the pasture but to ask that the Friends prepare a back-up plan in case the weather is wet.
- 8 To note the installation of the refurbished village sign on Moorlands Road.  
The chairman thanked Mr M Watkins for refurbishing and delivering the sign to Mr L Dunn who kindly volunteered to install the sign. The Chairman had already thanked Mr Dunn in person.
- 9 To consider mitigation against mud spilling onto The Green.  
No news had been received yet and the Chairman will chase it up.
- 10 To note correspondence regarding the closed footbridge off cycle route 65.  
Correspondence had been received from the City of York but it was clear that the footbridge will remain locked for the time being.
- 11 To note concerns raised by a local resident about speeding on Moor Lane.  
Cllr Mansell felt that the Parish Council had not done enough to reduce speeding. The Chairman asked Cllr Mansell to draft a letter for approval by the council to the police to request action by means of speed cameras or monitoring. The letter could also request that a police representative attends a future parish council meeting to address the Council's concerns.

20019 To receive and consider a report from the Cemetery Advisory Panel and decide on any necessary action

- 1 To set a date for a meeting of the Cemetery Advisory Panel in order to review the Cemetery fees and the Cemetery Regulations. The clerk will circulate some possible dates for a meeting to review the regulations and to propose draft fees for approval at the next parish council meeting.
- 2 To consider quotations for landscaping of the compound area.  
The clerk had requested five estimates. Two quotations had been received in time for the meeting. It was RESOLVED to accept a quotation from LJD Construction Services for £770 plus VAT allowing for the cost of additional skips and topsoil up to £1400.

20020 Planning

- 1 New Applications
  - a. 20/00115/FUL. 4 The Beeches. Single storey rear extension and conversion of existing attached garage. No objections but to request that a condition is added to enforce reasonable working times and limits to noise pollution.
- 2 Planning applications decided by City of York Council
  - a. 20/00165/TPO 13 The Vale Fell Sycamore protected by Tree Preservation Order no 1973/107. Withdrawn.
  - b. 19/02625/FUL 12 Moorlands Road. Single storey side and rear extensions and porch to front. Approved.
  - c. 19/02620/FUL Bankside St Giles Road. Two storey extension to front, side and rear, dormer roof extensions to front and rear roof slopes and alterations to existing window openings (change of materials) (resubmission). Approved.
- 3 Other matters related to planning
  - a. City of York Local Plan. No news.

## 20021 Financial Matters and Governance

- 1 It was RESOLVED to approve the bank reconciliation and the budget monitoring report to 30 January 2020.
- 2 Council noted the following receipts:
  - a. None.
- 3 It was RESOLVED to approve the following payments: -
 

a. Salaries, office costs and expenses February [BACS]	£ 816.45
b. HMRC [DD]	£ 55.60
c. YLCA webinar [BACS]	£ 15
d. YLCA Spring Conference [BACS]	£ 120
e. ICCM Memorial Management course [BACS]	£ 324
Incl VAT £54	
f. Skelton Village Hall contribution [BACS]	£ 500
g. Parish and Community Newsletter contribution [BACS]	£ 80

Cllr Mansell suggested that the Council raises the Skelton Village Hall contribution.
- 4 To note that the bank mandate has now been updated and to consider further changes to the bank mandate. It was RESOLVED to add Cllr Mansell to the mandate.
- 5 To consider report on website provision. The clerk had produced a report and councillors were asked to study the report in order to reach a decision in due time.
- 6 To note progress on the Spring newsletter.  
Cllr Lawn and Watson had made good progress. The draft is to be circulated to the chairman and all Members.
- 7 To consider response from the City of York with respect to the council tax base.  
The head of finance of the City of York had written with a comprehensive explanation. The City of York had submitted the tax base in October 2019 without taking into account any new houses being occupied. It was agreed that the Council would not pursue the matter further.
- 8 To consider the registration of title deeds held by Skelton Parish Council.  
The chairman reported that he had found most of the Council's title deeds. Cllr Watson volunteered to assist with the registration of the Council's title deeds with the Land Registry.
- 9 To consider the purchase of a fire-resistant cupboard for the parish files.  
It was RESOLVED to seek quotations for a half hour fire-resistant cabinet.

## 20022 To consider the following items and correspondence received and decide action:

- 1 To receive report YLCA York branch meeting to be held on 6 February 2020.  
The chairman thanked Cllr Gossow for attending the meeting.
- 2 To note email from YLCA with regard to a survey about the Governance and Accountability-Joint Practitioner's Guide. The clerk was tasked with responding.
- 3 To note email from the YLCA regarding two planning seminars to be held in April 2020.  
It was RESOLVED to approve funding for up to three councillors to attend.
- 4 To note correspondence from YLCA regarding the Yorkshire Day on 1 August 2020.  
Cllr Stead offered to install the flag post for the VE day on 8 May and the Yorkshire Day in August.
- 5 To note email from Keep Britain Tidy regarding the Great British Spring Clean 2020.  
Signs for the event had been displayed on the village notice boards.

20023 It was noted that the next meeting will be held at Skelton Village Hall on Thursday 26<sup>th</sup> March 2020 at 19:30.

The meeting closed at 21:30.

Chairman's signature:

Date of approval: