

# Fulford Parish Council

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

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## Minutes of the Meeting of the Parish Council held online by Zoom at 19:30 on 13<sup>th</sup> October 2020

**Present:** Cllr. Urmston (Chairman), Cllr. Aspden (Vice-Chairman), Cllr. Clare, Cllr. de Vries, Cllr. Koprowska, Cllr. Walker, 2 members of the public and the Clerk.

### **20146. Chairman's welcome**

The Chairman welcomed all present to the meeting.

### **20147. To receive apologies and approve reasons for absence**

There were no apologies received.

### **20148. To receive any declarations of interest**

Cllr. de Vries declared an interest in Item 20156.b for which she has a dispensation. Cllr. Urmston declared a personal interest in Item 20151.d.

### **20149. To receive and approve the Minutes of the Parish Council meeting held on 1<sup>st</sup> September 2020**

Following consideration, the minutes of the meeting of the 1<sup>st</sup> September were approved as a true record.

### **20150. 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]*

One member of the public joined the meeting to observe the meeting with a view to applying for co-option to the Parish Council.

A resident spoke with regard to a pre-application consultation for changes to phase 1 of the Germany Beck Development received from Persimmon Homes. The resident expressed concerns that the proposed application does not respect the agreed 30 metre distance restriction and that the height of the properties is to change from bungalows to two or three storey properties. The resident also expressed concerns about increase in traffic, the impacts on roads, congestion and pollution not only in terms of the increase in numbers of houses but the impact those houses may have in terms of the construction process and resulting structural damage to nearby properties. The resident queried the need for more two or three storey properties in place of the previously approved bungalows. Councillors mentioned that other residents in neighbouring properties had been shocked by the plans as they do not respect the conditions that had been imposed. Further discussion was deferred to Item 20156.b.

### **20151. To note correspondence received and decide on any necessary action to include:**

#### **a. Environment Agency September 2020 Newsletter**

Noted

#### **b. Email from FibreNation relating to community engagement suggestions**

Cllr. Koprowska reported that she had liaised with the FibreNation representative and suggested some ideas for community project funding in line with suggestions made at the meeting with the Designing Out Crime Officer and was awaiting further response.

#### **c. Email from a resident relating to clearance of land at Fulford Ings**

The Clerk had written to thank the resident for keeping the PC informed and no further action was deemed necessary.

#### **d. Email from a resident with an update on an application for a road sign at Fulford Park**

The Clerk had thanked the resident for keeping the Parish Council informed and Cllr. Aspden reported that the resident had received guidance on the procedure and was in the process of contacting wildlife groups with a view to putting forward a special case to highways.

#### **e. Email consultation on Reforming Local Government Exit Pay**

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Chairman's Initials

Noted.

**f. Email from NALC - Advice on remote meetings continuance**

Noted

**g. Email from NALC - QR Codes and Posters advice**

Noted

**h. Email from NALC - Chief Executive's Bulletin 20200925**

Noted

**i. Email from NALC - Chief Executive's Bulletin 20201002**

Noted

**j. Email of introduction from local PCSO**

Noted

**k. Email from YLCA relating to Fields in Trust Webinar 20200909**

Noted

**l. Email from YLCA relating to York Branch Meeting 20201008**

Noted

**m. Email from YLCA enclosing Training E-Bulletin**

Noted. It was further noted that councillors should book all training through the Clerk to ensure that spending is kept within budget.

**n. Email from YLCA relating to Councillors Discussion Forums**

It was noted that the forums are free to attend and councillors may find them useful.

**o. Email from YLCA enclosing White Rose Update 20200925**

Noted

**p. Emails from resident about Cross Lane access**

The Clerk had sent an initial reply to the resident which had received a further response for consideration. It was agreed that the Clerk would respond to let the resident know that the Parish Council had noted their concerns, would bear them in mind in future and the Clerk would express the Parish Council's hope that the new security fencing will help to reduce the unauthorised use of Cross Lane caused by those attempting to trespass into the Cemetery.

**q. Email and letter advertising internal audit services**

Noted.

**r. Email and request from Vanaheim Vikings**

It was noted that a similar request had been considered in 2017. Councillors were supportive of the idea of enactment but would need more information on the detail of the event. It was resolved that the Clerk would contact the group for more information.

**s. Email from Persimmon Homes to be considered at Item 20156.b20156.b**

Discussion was deferred to Item 20156.b

**t. Email from resident relating to the slide at School Lane playing area**

A resident had requested the slide at School Lane be modified to make it more accessible for a 2 year old. It was noted that the slide specification recommends that the slide is suitable for 3-12 year olds and it is intended for use by older children as there is other equipment at the site for younger children. It was noted that at a recent Playground inspection training course, it had been stated that if the equipment would generally need an adult to assist access the steps, it was not designed for a child that age. It was noted that any modification to the slide would invalidate its warranty and health and safety standards. It was noted that the Clerk had responded to this effect and it was agreed that the Clerk would confirm that following consideration of the request and the implications of it, no modifications would be made to the slide.

**20152. To consider and confirm the following decisions made under the powers authorised under Item 19234 of the Extra-Ordinary Parish Council meeting on 21<sup>st</sup> March 2020:**

**a. Decision of the 21<sup>st</sup> September to approve the draft Website Accessibility Statement for immediate publication on the website**

It was resolved to confirm the decision of 21<sup>st</sup> September made under the delegated powers.

**b. Decision of the 7<sup>th</sup> October to permit the resumption of the pre-purchase of allocated plots at Fulford Cemetery**

It was resolved to confirm the decision of 7<sup>th</sup> October made under the delegated powers.

Councillors thanked the Clerk for the work on the website accessibility statement.

**20153. To receive and consider a report from the Ward Councillor and decide on any necessary action**

Cllr. Aspden reported that a sum of ward funding had been agreed to support York Theatre Royal's proposed travelling pantomime. It had been hoped that Fulford Social Hall could be one of the host sites but the capacity under Covid-19 restrictions was insufficient. Other locations were being considered.

Cllr. Aspden reported that the Ward Community Directory published in 2018 would need to be updated for 2021 and the Ward was considering whether to print and distribute copies or have an electronic version available that could be updated when necessary.

The footway on Fordlands Road is due for resurface, Anson Drive has been resurfaced and the Prospect Terrace resurfacing is due to take place over 4 days from 20<sup>th</sup> October.

Cllr. Aspden reported that funding for play equipment is likely to become available in the near future both for projects based on need and those where 20% match funding could be provided.

The PSCO is meeting with Cllr. Aspden to have a walkabout around the Parish to highlight areas of concern and discuss options.

**20154. To receive and consider a report from the Police and decide on any necessary action**

The PCSOs will be meeting with Cllr. Aspden for a walkabout around the parish and will coordinate between them and the DOCO. There has been no further report from the Police.

**20155. Financial Matters**

**a. To approve the payments presented for authorisation**

It was resolved to approve the following payments, except the payment to Norex Fencing which will be withheld pending rectification of snagging issues:

Payee	Reason for Payment	Gross Amount
<b>EMPLOYMENT COSTS (E)</b>		
All Staff	Monthly Net Wages	£9,580.20
HMRC	Monthly Payment Due	£3,116.66
NYPF	Monthly Payment Due	£3,534.21
Clerk	Home Working Allowance Due	£26.00
Centralised Attachment of Earnings Order System (CAPS)	Staff Member Attachment of Earnings Order	£100.00
<b>CEMETERY COSTS (C)</b>		
CoYC	Business Rates	£754.00
FDMS - First Data	Chip & Pin Machine Services Charges & Fees	£31.07
Plusnet	Broadband & Phone - Cemetery	£71.88
CNG	Gas - Cemetery	£29.74
Hutchinsons	Azural 20lt	£63.84

Viking	Stamps and Toilet Rolls for Cemetery	£97.23
Amazon	Antibacterial Cleaning Materials	£9.18
Tech Tyres	Implement Repair - Loose Wheel	£14.40
JG Exton	JCB - dismantle machine to attend to replacement parts	£381.60
JG Exton	JCB Full service	£565.00
Came & Co	Annual Insurance renewal - Pick-up truck	£517.87
Elcocks Ltd	Strimmer line and grease cartridge	£40.50
Elcocks Ltd	Cable ties, grease cartridge and protective gloves	£39.16
Fuel Genie	Cemetery Vehicles Fuel	£104.82
Fuel Genie	Cemetery Vehicles Fuel	£163.97
British Gas	Electricity 02.08.2020-01.09.2020	£26.48
British Gas	Electricity 02.09.2020-29.09.2020	£24.72
Green Magic	Cemetery Office Covid-19 Floor Standing Protection Screen	£168.00
Amazon	Hand Sanitiser for Cemetery Office Dispenser (5ltr)	£23.99
Amazon	Hand Sanitiser Dispenser for Cemetery Office	£20.48
Amazon	Covid-19 Face Covering stickers	£4.45
<b>PARISH COUNCIL (P)</b>		
HP Instant Ink	Printing	£12.99
GiffGaff	Clerk's Mobile Phone	£6.00
Expend	Subscription	£8.39
Viking	Stationery supplies for Assistant Clerk (PC & Allotments)	£92.27
YLCA	Planning System Webinar - Cllr. Urmston	£22.50
YLCA	Allotments Webinar - Cllr. Koprowska	£15.00
YLCA	Protecting the Parks Fields in Trust Webinar - Cllr. Koprowska	£5.00
GiffGaff	Assistant Clerk's Mobile Phone	£6.00
Sage	Monthly Subscription	£24.00
<b>SOCIAL HALL (S)</b>		
Smart Cleaning	Deep Clean - 07.09.2020 Regular Commercial Cleaning 07.09.2020-25.09.2020	£360.00
Smart Cleaning	Regular Commercial Cleaning 28.09.2020-25.10.2020	£360.00
Social Hall Hirer	Refund of booking fee	£192.00
Staples	Hand Wash Dispensers & Soap	£133.73
British Gas	Electricity 27.08.2020-28.09.2020	£44.79
Screwfix	Step Ladder for Social Hall	£73.00
British Gas	Electricity 28.06.2020-26.08.2020	£67.59
Amazon	Social Distancing stickers, window pole, window hook	£43.90
<b>CEMETERY LODGE TENANCY (T)</b>		
Martin & Co	Management Fee (deducted from rent)	£75.60
<b>OPEN SPACES Excl. Allotments (O)</b>		
Sleightholm Landscapes	Grass & Hedge Cutting x 5 + additional hedge at St Oswalds	£1,827.60
MJ Backhouse	Rabbit Control 01.09.2020-28.02.21 - Fordlands Road	£308.15
Amazon	Sharps Bin for safe disposal of hypodermic needles	£11.48
<b>ALLOTMENTS (A)</b>		

Norex Fencing	Security Fencing & Gates at Allotments and Cemetery	£22,755.48
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**b. To note the receipts presented**

The following receipts were noted.

Cemetery Income July + August				Parish Council Income July + August		
Purchases	Interments	Memorials	Grave Upkeeps	Allotments & Rents	Social Hall	Precept, Tenancy, Double Taxation & Other Income
712.00	2361.00	1877.00	0	0	tbc	600.40

c. To note the budget year to date figures - deferred

d. To approve the bank reconciliation - deferred

e. To note the Statement of Reserves - deferred

**20156. 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) AOD/20/00236 Condition 4 of 20/00733/FUL Fulford School Fulfordgate York YO10 4FY**

The application was noted.

**ii) 20/ 01738/TCA Fell 1no. Pine and 1no. other conifer in a Conservation Area Elmfields 142 Main Street Fulford York YO10 4PS**

Following consideration of the report from the planning working group it was resolved to comment as follows:

The loss of the trees is regrettable, especially the pine tree. If this tree is considered to be so close to the house that its removal is justified, it is requested that the owners be encouraged to plant a suitable replacement at the earliest opportunity.

**iii) 20/01730/TCA Removal of Hawthorn hedging and selective removal of Ash tree stems in a Conservation Area 3 Connaught Gardens St Oswalds Road York YO10 4FR**

Following consideration of the report from the planning working group it was resolved to object as follows:

i) The landscaping along this boundary is of value to wildlife and contributes to the visual amenity of the adjacent public footpath. It also screens views of the new properties from various viewpoints on the lngs and assists with absorption of floodwater;

ii) The information provided is insufficient to understand the extent of the tree loss or to justify why any trees or hedging need to be removed;

iii) The boundaries of these gardens with the lngs (taken together) are wild in character and thus contribute to the rural character of this part of the conservation area. If these proposals were to be permitted, it would set a precedent for occupiers of the adjacent new properties to remove their boundary vegetation, to the detriment of the rural character.

**iv) 20/01752/TCA Crown thin by 15%, crown lift by up to 4m Sycamore tree in a Conservation Area Flat 2 Fulford Park House Main Street Fulford York YO10 4PQ**

No objections

**v) 20/01657/TCA Crown reduce by 30% Sycamore; crown lift 2no. Spruce trees in a Conservation Area Plough Inn 48 Main Street Fulford York YO10 4PX**

Following consideration of the report from the planning working group it was resolved to comment as follows:

The Sycamore is a fine tree that is visible from many areas due to its height. It is therefore requested that the height reduction be kept to a minimum, with emphasis on lateral reduction.

**vi) AOD/20/00219 Condition 10 (Large scale details) of 12/00384/REMM Germany Beck Site East of Fordlands Road York**

The application was noted.

**vii) 20/01563/FUL Dormer to front 108 Cherry Wood Crescent York YO19 4QN**

Following consideration of the report from the planning working group it was resolved to object as follows:

- i) The front dormer will appear out of character with the other dwellings in the cul-de-sac, where there are no other dormer windows of such a scale.
- ii) Of more concern is the over-development of a semi-detached bungalow to provide five bedrooms, three of which would be within the roof space (plus two en-suites).
- iii) No history of planning permission being sought to change the use of this house to a HMO?

**viii) 20/01505/NONMAT Non-material amendment to permitted application 19/02674/FUL to resize and reposition windows and clad extension in stone Larchtrees 16 Fenwicks Lane York YO10 4PL**

No response was deemed necessary as the amendments appear to be non-material.

**ix) 20/01853/TPO Fell 4no. Cherry trees and Prune 2no. Apple trees protected by Tree Preservation Order no. 3/1977 18 Fulford Park York YO10 4QE**

No objections.

*Cllr. de Vries left the meeting for discussion of the next item*

**b. Non-LPA Consultations**

**Consultation Letter and Leaflet from Persimmon Homes outlining proposed application for an additional 2 properties in Phase One in the Germany Beck Development.**

Following lengthy discussion and consideration of the points raised in parishioners' questions together with the report from the planning working group, it was resolved to add the letter and leaflet of consultation to the Parish Council website, to request detailed elevation plans (with heights) for all eight housetypes plus indications of distances between the new buildings and the boundaries of adjacent properties from Persimmon Homes and to delegate drafting of a response to the planning working group along the following agreed lines:

A robust response to include these points:

- i) Express serious disappointment that Persimmon is bringing these proposals forward and thereby failing to respect the conditions placed on the outline and reserved matters consents;
- ii) The impact on the privacy and amenity of the occupiers of the adjacent School Lane properties will be intolerable;
- iii) No explanation is provided to justify why such radical changes to the plans are proposed;
- iv) The proposal to submit a planning application for these plans is not supported and is likely to be strongly resisted.

*Cllr. de Vries returned to the meeting*

**c. Ongoing applications  
Germany Beck**

**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**

Now approved

**AOD/19/00403 - Condition 36 (Materials for phase 3) of 01/01315/OUT. Germany Beck Site East of Fordlands Road York**

**d. Enforcement Action**

**Germany Beck - Breaches of advertisement control**

It was agreed to report the breaches to enforcement, as the retrospective application has been refused three times.

**Fulford Reach Moorings**

No update.

**e. To note the following LPA decided applications**

20/01514/TPO Crown reduce 3no. Lime trees by approximately 1/3 (1.5m) - protected by Tree Preservation Order no.3/1977 Surgery 2 Fulford Park York YO10 4QE - REFUSED

20/01323/FUL Single storey rear extension 78 Fordlands Road York YO19 4QW - APPROVED

20/01287/FUL Erection of replacement outbuilding to rear 75 Main Street Fulford York YO10 4PN - APPROVED

20/00847/FUL Single storey rear extension 46 Naburn Lane Fulford York YO19 4RL - APPROVED

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 - APPROVED

20/01011/ADV Continued display of 1 main V-stack sign, 11 leader boards, 2 fascia signs, 8 flags, cut lettering and a temporary banner (retrospective, resubmission)(amended description) Germany Beck Site East Of Fordlands Road York - REFUSED

**20157. To receive and consider an update on matters pertaining to the Germany Beck Liaison Advisory Committee (LAC)**

**a. Construction of footpath/cycleway on Parish Land extension**

Following discussion and consideration of photographs of the site, it was resolved to delegate drafting of a letter to Persimmon to the planning working group (along agreed lines to be confirmed by email) to express concerns that the excavations and ground clearance may be affecting the health of trees and hedging in the area together with archaeological concerns.

**b. LAC/working group.**

It was reported that the next meeting is due sometime in November but nothing had been scheduled yet

**20158. To receive and consider any update on the Local Plan Examination (Phase 1) and decide on any necessary action.**

No further update.

**20159. To receive and consider a report from the Cemetery working group and decide on any necessary action to include:**

**a. Consideration of any changes to the Covid19 revised regulations to include:**

**i) Review of works carried out by employees outside of the Cemetery**

Following consideration, it was agreed that because of recent rises in cases locally, any decision to resume duties outside of the Cemetery should be deferred.

**b. Consideration of the quotation from the property letting management contractors for the repairs to the understairs and bath seal in conjunction with emailed information from David Horsley**

It was agreed to ask JMark to remedy the bath seal. Subject to confirmation of the amount of the quote from the property letting management contractors, it was agreed to instruct them to carry out the damp proofing and repairs to the understairs cupboard.

**c. To consider the request for payment of the retention sum to JMark**

It was agreed to retain the retention figure until the bath seal and repairs to fix a leak in the roof have been satisfactorily carried out.

**20160. To receive and consider a report from the Open Spaces working group and decide on any necessary action to include:**

It was noted that Cllr. de Vries had stepped down as Chairman of the Open Spaces working group and that Cllr. Koprowska had agreed to be the Chairman in her stead. It was further noted that the re-siting of the Battle of Fulford stone and the shelter project would be deferred to another meeting and that a brief update had been received with regard to the School Lane drainage project which would be followed up further by the next meeting.

**a. Consideration of a report from the Designing Out Crime Officer and decide on any necessary action**

A report by the Designing Out Crime Officer had been circulated and it was noted that Cllr. Aspden had offered to schedule another between the sports clubs and the Parish Council to discuss how to progress the ideas and divide the works and grant applications.

**b. Consideration of an update on the request to remove the padlock on the children's play area at Fordlands Road**

Following consideration of a query about the locked second entrance to the gated toddler play area, it was agreed that the lock would remain in place as access to the main entrance is not very far to walk around and it was likely that it had been installed originally because its position clashes with the slide inside the playground.

**c. Consideration of any update on the allotments fencing installation**

Cllrs. Koprowska and de Vries had attended a site visit with the contractor's representative and a further visit had been scheduled to resolve the issues identified with variations in height of the fencing, gaps underneath the fencing and condition of the new gate. It was resolved to withhold payment of the invoice until all works had been carried out satisfactorily. Cllrs. Koprowska and de Vries particularly mentioned how helpful the Cemetery Superintendent had been in assisting with removal of vegetation in the area and with helping to identify solutions for some of the problems.

**d. Consideration of the results of the survey of allotment holders**

The survey results had been circulated and were noted.

**e. Consideration of the Annual RoSPA Inspection Reports for both playgrounds**

Following consideration of the reports and recently instructed maintenance works/repairs, it was resolved that the Open Spaces working group would consider the list of further maintenance works to be carried out and to query with RosPA and HAGS to clarify the matter of the centre pole of the climbing frame.

**f. Consideration of a review of Sports Clubs' rents**

Following consideration, it was agreed that because of Covid-19, the rents would remain the same this year as the last few years. It was noted that no members could recall fees having been raised in recent years and in light of the welcome recent increases in use of the field and recent additional administrative demands on the Parish Council for the field, rents would be reviewed alongside budget setting and in consultation with YLCA.

**g. Consideration of any quotations received for replacement play equipment**

One quotation had been received and others were awaited for the replacement toddler multiplay equipment and for the replacement of junior swings and trim trail on the Fordlands Road field.

**h. Consideration of any quotations received for fencing at the Village Green**

One further quotation is awaited.

**i. Consideration of any update on the wording and placement of dog walker signs for the open spaces at Fordlands Road and School Lane**

Following consideration, the following wording of signs for the open spaces at Fordlands Road and School Lane were agreed:

*'Are dogs allowed?*

*Yes! For everyone's health and safety, dogs must be kept on a lead at all times. No dogs are allowed in or near the children's play area except for assistance dogs. Please avoid the marked out sports areas and pick up after your dog."*

**20161. To receive and consider a report from the Social Hall working group and decide on any necessary to include**

**a. An update on repairs to the central heating**

The engineers attended to repair a leak in the heating pipes on Thursday 8<sup>th</sup> October and returned to remedy a repair to one of the boilers on Monday 12<sup>th</sup> October.

**b. An update on the numbers of regular hirers**

There are some new customers for the social hall and it is booked as follows:

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
Cleaners 08:00-09:00	Cleaners 08:00-09:00	Cleaners 08:00-09:00	Cleaners 08:00-09:00	Cleaners 08:00-09:00		
		MAIN HALL - 10:00 - 13:00				
	MAIN HALL - 15:15-17:30		MAIN HALL - 15:15-17:30		MAIN HALL - 9.45-2.45	MAIN HALL - 10:00 - 12:00)
		MAIN HALL - 15:45 - 21:15		MAIN HALL - 15:45 to 19:30		
	MAIN HALL - 19:00 - 20:30		MAIN HALL - 19:00 - 21:00			

**20162. To receive and consider an update on the declaration of a climate emergency and decide on any necessary action.**

Deferred to next meeting.

**20163. To consider any updates or information resulting from recent training webinars and decide on any necessary action**

It was noted that Cllrs. Urmston, de Vries and Koprowska had recently attended courses and would report on each of them to all councillors.

**20164. To consider any update on the winding up of the Mary Key charity**

Following consideration of a response from the Churchwarden at St Oswald's Church, it was resolved to donate funds held in the Mary Key charity to the City of York Council Hostel in Ordnance Lane which falls within the PCC area for St Oswalds. The Clerk will purchase a trophy to donate to Fulford Show for a prize in the name of the Mary Key Charity.

**20165. To consider any quotes received for accounts and cemetery management software and decide on which to instruct for installation.**

The Clerk reported that it had become apparent that to make the previously agreed RBS Software work in three separate locations, a solution for hosting and/or VPN would have to be set up alongside the software and that quotes had been received indicating that this would incur additional cost in the region of £80 per month. The Clerk had researched a number of alternative options and circulated information on the various options. On the basis of the research a demonstration had been arranged for Scribe, a cloud based solution which would not need to be hosted. Following discussion, it was agreed that provided the Clerk found the demonstration successful, Scribe would be

purchased for both the accounts and the cemetery packages. The accounts package would be installed first and once set up and running, the cemetery package would be added.

**20166. To further consider Items 20124.l, 20124.m and 20126 deferred from the meeting of 1<sup>st</sup> September as follows and decide on any necessary action:**

**a. Consideration of any response to NALC Update dated 10<sup>th</sup> August PC12-20 Transparency and Competition: Data and Land Control for response by 16 October**

No further response was agreed.

**b. Consideration of any response to NALC Update dated 10<sup>th</sup> August 2020 White Paper: Planning for the Future for response by 15 October**

Following consideration, it was agreed that Cllr. Koprowska would circulate a draft response by email on agreed lines for approval to submit direct to the Government.

**c. Consideration of a response to the letter relating to the potential Devolution and Unitarisation of Local Authorities received from Ian Floyd of City of York Council**

It was agreed that further time was needed to fully consider a response and an agreed response should be sent using the deferred powers to the Clerk if necessary, in advance of the next meeting. It was noted that individuals could respond should they wish.

**20167. To consider exclusion of the press and public from the discussion of any aspect of item 20168 by virtue of s.1(2) of the Public Bodies (Admission to Meetings) Act 1960.**

Following consideration, it was resolved to exclude the press and public from the discussion of any aspect of item 20168 by virtue of s.1(2) of the Public Bodies (Admission to Meetings) Act 1960.

**20168. To receive and consider reports from the HR panel and Clerk and decide on any necessary action to include:**

**a. To welcome the Assistant Clerk**

The Chairman and councillors welcomed Jan Dodd, the new Assistant Clerk.

**b. Consideration of the Clerk's overtime claim**

The Clerk's claim for overtime of 27.5 hours was approved.

**20169. To consider and propose any items for inclusion on the agenda for the next meeting**

It was agreed to add consideration of any update on public rights of way and signage at Public Footpath Fulford 23 to the November agenda.

**20170. Confirm date and time of next meeting.**

The next meeting of the Parish Council is at 19:30 on Tuesday 10<sup>th</sup> November 2020.

The Chairman closed the meeting at 21:37

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Chairman