

# ASKHAM BRYAN PARISH COUNCIL

## MINUTES of the meeting of the PARISH COUNCIL

held on Thursday 16<sup>th</sup> February 2023 starting at 7:30pm in the Village Hall

**PRESENT:** Councillor Simon Peers (Chair)  
Councillors Julie Barber Jason Boakes Mark Walker

**In attendance:** Ward Cllr. Hook, one member of the public and the Clerk.

**1 APOLOGIES.** Cllrs. Dawson, Smith and Wiseman

**2 DECLARATIONS OF PECUNIARY INTEREST:** None.

### **3 PUBLIC PARTICIPATION**

The resident in attendance was interested in agenda item 8.1 (plans for celebration of the coronation of His Majesty King Charles III) and did not address the Parish Council (PC) at this point.

### **4. MINUTES OF THE MEETING OF THE PC HELD ON 19<sup>th</sup> JANUARY 2023.**

The Clerk had been made aware of a couple of matters regarding the minutes of the previous meeting, a reference to Planning Application 22/02387/FUL as an extension and an inaccuracy in the reporting of the public participation regarding greenbelt and had made the necessary changes. It was **resolved** that the minutes of the meeting of the PC held on 19<sup>th</sup> January 2023 as amended be approved and that the Chair be authorised to sign, all in favour.

### **5. PLANNING**

#### **a. Planning Applications Received**

Although not an agenda item, it was noted that revised plans had been received for redevelopment of the Pike Hills Golf Course. There were implications for Askham Bog due to material being imported. The official deadline for comments was 1<sup>st</sup> March and although it was unlikely that this would be determined before that date, it was agreed that the Clerk ask City of York Council (CYC) for an extension to allow this to be considered by the PC at it's March meeting.

#### **b. Planning Decision Notices Received**

No decision notices had been received in time for inclusion on the agenda but it was noted that decisions for two planning applications had been received following publication of the agenda regarding the Water Tower on Mill Lane and the unused land adjacent to Hazelwood House, both of which would be formally reported at the March meeting.

### **6 CRIME REPORT**

A copy of the crime report for January 2023 had been circulated showing no reported crimes.

### **7 REPORT FROM WARD COUNCILLOR HOOK**

Ward Cllr. Hook reported that she had been checking that outstanding works which were the responsibility of CYC had been carried out (most of these being in the vicinity of the College). There was a concern that Chapel Lane was being used by large vehicles which were unsuitable for this road. In many cases this was due to vehicles being incorrectly directed this way by satellite navigation technology. She would take steps to ensure better signage. On her visit, Ward Cllr. Hook had met someone using a stroller as a walking aid who complained that the footway was too narrow due to the grass verges not being maintained. The PC were happy to support the cutting back of the grass verges on the worst affected areas (i.e. near the church) on the understanding that the verges would not be cut back any further than their original position and just enough to allow wheelchair access. Ward Cllr. Hook was also addressing concerns about drains blocked by leaves and weeds growing in the mud in the gutters. There was also reports of fly tipping, e.g. a field full of tyres and a sofa on Askham Fields Lane. It was also reported that a road sign was pointing in the wrong direction. Ward Cllr. Hook made the PC

aware that the village idiot was in the area having been to Copmanthorpe (see [COPMANTHORPE: York Parish #8 of 31 - YouTube](#)).

## 8 OTHER MATTERS.

### 8.1 Plans for the celebration of the coronation of His Majesty King Charles III

Cllr. Wiseman had circulated a document with various suggestions of ways in which the Parish could celebrate the Coronation and had indicated his willingness to be involved. There was discussion about whether to have the event on the Saturday or the Sunday, whether to issue tickets, whether to set up a survey and which venues were suitable. The Recreational Area had capacity but was weather dependent, lacked toilet facilities and lacked inclusive access. The Village Hall traditionally held a spring fayre during the second May Bank Holiday weekend. It was felt that the level of interest should be established before making any firm plans and Cllr. Peers agreed to write an appropriate article for the newsletter (the deadline of which was the next day) which would also appeal for helpers. A WhatsApp group would be used for responses.

### 8.2 Redevelopment of the Recreational Area

There were no further developments to report since the last meeting.

### 8.3 Quarterly programme of reviewing Parish Council policies and documents.

#### a. Code of Conduct

Cllr. Peers had looked at the Code of Conduct previously adopted by the PC and compared it to the suggested template produced by the Local Government Association (LGA). The latter document covered everything in the previously adopted Code Of Conduct with the exception of the paragraph at the bottom regarding dispensations. These were already part of other PC policy documents or statutory requirements and it was therefore **resolved** to adopt the LGA model as the PC Code Of Conduct.

#### b. Risk Assessment Schedule

No changes were felt necessary to the existing Risk Assessment Schedule and it was therefore **resolved** to adopt the existing document without amendment. It was noted that the Clerk saved all documents onto Microsoft One-Drive (i.e. in the cloud and not on the hard drive of the laptop). The Clerk would ensure that the current Chair was in possession of a sealed envelope containing passwords for applications used and ensure that the previous Chair no longer held this information.

## 9 FINANCE

### 9.1 Report of invoices to be paid

It was **resolved** that the following invoices to be paid, all in favour.

- Clerk's Salary 01/01/2023 to 31/01/2023 plus deductions payable to HMRC.
- Natural Environment Committee (NEC) expenses - next boxes from CJ Wildlife - 1 x 28mm "Stockholm" (£10.49), 1 x "Funchal" nester (£7.99), 2 x Bird Lounge (£2.99 each), 2 x Birch Log 32mm (£8.49 each), 1 x Birch Log Open (£8.49) – total £41.60 + £8.33 VAT.

The last item was retrospectively approved as the payment had already been made to avoid the member of the Committee from being out of pocket.

## 10 CORRESPONDENCE AND SOCIAL MEDIA

A list of correspondence received since the last meeting (items 496-504) had been circulated and the contents noted.

- 499 was from CYC regarding the Local Cycling and Walking Infrastructure Plan (LCWIP). Online webinars were held on 9<sup>th</sup> and 15<sup>th</sup> February and a drop-in workshop was being held on 16<sup>th</sup> February

2023 at Friargate Meeting House from 6pm. Cllr. Cllr. Hook was disappointed that there were no plans for the Parish.

## **11 ACTION TRACKER**

An Action Tracker had been circulated with the agenda papers listing all previously agreed actions and reports on progress.

- Tree work. The contractor had been instructed to carry out the work.
- Recreational Area. One of those who had provided a quotation for the chicane access had been notified that his quotation had been accepted and had been instructed to carry out the work.
- The NEC had been made aware that's the PC wished them to develop a strategy for maintenance of the trees.

## **12 DATE OF NEXT MEETING**

The next meeting would be 16<sup>th</sup> March 2023.

The calendar of other meetings for 2023 was 20<sup>th</sup> April, 18<sup>th</sup> May (Annual meeting), 15<sup>th</sup> June, 20<sup>th</sup> July, 17<sup>th</sup> August, 21<sup>st</sup> September, 19<sup>th</sup> October and 16<sup>th</sup> November 2023. All to be held at the Village Hall at 7:30pm.

The meeting closed at 8:25pm.

Signed

Chairman  
16 March 2023