

Minutes of the meeting of Riccall Parish Council
held on 21st October 2013 from 7.30p.m.
at the Regen Centre

Attending: Cllr Keen (Chairman), Cllrs Adamson, Duggan, Dawson, Kilmartin, Owen, Rookes, Sharp, Somers-Joce and Wilkinson.

Youth Advisors - Calum Finn and Finn Northrop

District Cllr Ian Reynolds

Lindsey Ryan- Clerk and Responsible Finance Officer

Sandra Botham- Administrative Assistant

Terry Heselton – item 10

2 members of the public (1 wishing to take part in Public Participation)

Public Participation commenced at 7.15 with a member of the public speaking about his concerns on road signage. He noted that originally the development where he lives was known as ‘The Hawthornes’ and later signage erected by Selby DC stated ‘Hawthorns’. Recently there have been two replacement signs erected by Selby DC, including an additional one outside the residents dwelling, about which he was not consulted by Selby DC, although the sign is on the public footpath. The new signs state ‘Hawthorns’ and below that ‘Ash Grove Hall Farm Close.’ He feels that the new signs are unclear, with the lack of punctuation, alongside in his opinion the wrong name for the estate. He feels that the workmanship in erecting the signs is poor quality and feels that the Parish Council should not accept it. Selby DC has told the resident that it will not be replacing the signs. The Chairman noted that as the Clerk has background information and the Council is already aware of the situation, it can be discussed during item 4.

1 Apologies and declarations of interest

Apologies were received and accepted from Cllr Nuttall (holiday) and County Cllr Casling (attending another meeting).

Declarations of personal interest:

Cllr Wilkinson (items 5a & 5b) and Cllr Adamson (item 5a).

The Chairman welcomed the two new Youth Advisors to Riccall Parish Council and to their first meeting.

2 Minutes of the Riccall Parish Council meeting held on 16th September 2013 and the Administration & Finance Committee meeting held on 23rd September 2013

Both sets of minutes had been circulated and were accepted as a true record and adopted.

3 Report on progress and updates since the last meeting

County Cllr Casling had asked if District Cllr Reynolds could give an update relating to the resurfacing of Station Road. Cllr Reynolds had contacted the Managing Director of Linden Homes whilst, Cllr Casling had contacted NYCC to confirm that agreement had now been reached over the contribution that is to be made towards the re-instatement works (£9,000). The work will hopefully take place in November.

The Clerk reported that she has contacted North Yorkshire Police regarding the possibility of a regular emailed report for Council meetings; however this is difficult at the moment. Cllr Dawson is to follow up the request via the CEF meeting. PCSO Adam Wood visits the office on a reasonably regular basis to update the Clerk on any issues for Riccall.

The Clerk reported that the storage container is now in place on the sports field and equipment has been moved into it. *The Clerk will ask Roger White if it is possible to store the goal posts in the container to deter vandalism.*

Cllr Sharp has carried out further stencilling to deter dog fouling, following further complaints from residents. SDC Environmental Health has issued a works order to clean dog fouling on the footpath between Landing Lane and Ash Grove.

Barlby High School is hopefully going ahead with creating a design for a crest for Riccall Parish Council.

Incidents of camping and rubbish on Checker Lane have been reported to Selby DC.

A new resident of Coppergate has asked for assistance in clearing rubbish left in an alleyway behind her property. *The Clerk has referred this to Selby DC.*

The Clerk has contacted Jonathan Lund asking him to facilitate a meeting to discuss consultation times on community focused planning applications.

The Clerk advised members that she is taking annual leave W/C 28th October for one week.

The deadline for The Beacon articles is Friday 25 October.

4 Matters from Public Participation

Matters raised during Public Participation relating to the road signage were discussed.

The Clerk advised members that the resident had first contacted the Parish Council during a public surgery session and following that she had requested that the Selby DC Community Officer should meet the resident to discuss the matter further. Selby DC confirmed that their reference maps state 'Hawthorns' and as such the signage will

remain. Cllr Reynolds had also been contacted by the resident about the signs and had offered the same response, having consulted with Selby DC.

It was agreed that Cllr Rookes will inspect the workmanship and report back to the Clerk. *Selby DC will be contacted again, if necessary.*

A resident has enquired about maintenance of a large tree between Coppergate and Elms Close, as this is within the garden of a Selby DC property. The Clerk has contacted the Community Officer about assessing the tree.

The hedge around a property on Main Street is again causing an obstruction to pedestrians. *The Clerk will check what action NYCC took following the previous report.*

5 Correspondence

5a) General correspondence - requiring decisions:

Voices for People – funding request. *It was agreed that no funding can be made available at this time as there appears to be no real link to Riccall.*

Healthwatch – North Yorkshire a request for joint working. *Members can contact the Clerk for further information.*

Riccall Regen Centre - a request has been made for funding. Cllr Keen reported that a meeting had taken place between the Centre manager, the Clerk and himself. *It had been agreed that the Centre manager is to be invited to make a presentation to all Cllrs at the November meeting in order to try and support the funding request and answer any questions.*

Riccall Carnival committee has invited the Council to enter the Christmas tree competition. *Sandra Botham volunteered to decorate the tree on behalf of the Council.*

5b) General correspondence - for information:

NYCC have given notice of planned works on the A19 for French drain refurbishment, which will redirect south-bound traffic via Selby Road.

NYCC are looking into introducing charges for the disposal of some types of waste at Household Waste Recycling Centres. *The Clerk will circulate the documents to Cllrs and this will be taken as an agenda item to the November meeting.*

A resident has emailed regarding the possibility of additional parking on Viking Drive. The Clerk has forwarded this to the Selby DC Community Officer.

A resident has emailed regarding the possibility of better broadband provision for Riccall. *Cllr Dawson noted that he previously enquired with the CEF regarding this and there*

were no plans to currently improve the service in Riccall as it is regarded as being faster than some other local villages and areas.

Riccall FC has emailed about three instances of vandalism at the Riccall Mine site and they are to contact Howarth Estates regarding CCTV. *The Police have been made aware.*

5c) Late correspondence – to note only.

None

6 Accounts

A total expenditure of £28,028.83 was approved for October 2013.

The Clerk gave an update on the budget position and bank reconciliation and these were noted by members.

7 Planning

7a) Selby DC has granted planning permission for the following application:

Alterations to the house and demolition of outbuildings at Meltonby Lodge, 12 Kelfield Rd, Riccall

7b) The following planning application had been considered under delegated authority:

2013/1002/OUT Outline application with some matters reserved to include access, layout and scale for the development of 5 no detached houses at 12 Main Street, Riccall.

The Council objected to the outline application on the following grounds;

This area of Main Street already suffers from parking problems due to the busy public area opposite - 'Riccall Park'. The Council plans to try and alleviate some of the parking problems in the future with a car park but expects that parking along Main Street will continue for the foreseeable future, with vehicles exiting the A19 at speed, adding to the issue in this part of Main Street and prompting the Council to allow a Vehicle Activated Sign in this area.

The Council is aware that the NPPF allows the development of gardens, however this outline application would appear to be overdevelopment of the site and would be in close proximity to properties to the side and rear of the garden being used, causing a negative impact on residential amenity.

7c) Other planning matters

Additional information has been provided by Mr Owen of 'Bradford Owen Ltd' to attempt agreement of an easement of approximately 18 metres length of a water pipe on the east of the Village Green. This was considered by members.

It was proposed that the easement be allowed

*Vote: 3 in favour
6 against*

At 8.25p.m. Terry Heselton entered the meeting.

8 Reports and Consultation

The Clerk reported back from a Zurich event that both she and Cllr Nuttall had attended. Topics covered included risk assessments, claims reviews, H & S myths and contractors.

Cllr Wilkinson reported back from the most recent Cllr surgery noting that 5 issues were raised;

- Provision of a path across the park specifically to the skate park- *cost implications were explained*
- Enquiry as to whether cars could park on Checker Lane instead of Main Street when using the park- *it was explained that there is no permission to do so and access to A19 is considered too close.*
- Could parking restrictions be used on Church Street as vehicles are parking close to the junction at school drop off times. *This can be monitored.*
- Reporting overhanging shrubs onto York Road- *this has now been addressed.*
- A suggestion that the litter picker should remove sign attached to the lampposts- *the Clerk will ask the litter picker to remove out of date or tatty notices*

Cllrs Keen reported back from the most recent CEF meeting, noting that incidents affecting the elderly with hospital transport issues can be reported via a Selby group and can also be passed through Cllrs Dawson and Keen.

Cllr Dawson noted the concerns regarding UPVC window locks and that the police advise residents to leave a light on when absent from property as a deterrent. He also noted that a number of grants to the CEF have been successful.

Leaflets about the CEF Scheme for helping the elderly in winter months has been distributed through the local area.

The Clerk reported back from the Selby Area Committee meeting where Neighbourhood Planning had been discussed with Andy McMillan (Selby DC). There should be a meeting at Selby DC shortly to discuss the Local Council precepting grant for the coming financial year.

Cllr Adamson reported back from the meeting with library volunteers and the Clerk, confirming that there are plans to promote the library with a meet and greet session and also a new feature in the Beacon. The volunteers are keen to attract further members of

the library. Cllr Adamson is to contact Selby Library to ask for feedback from similar local schemes to compare the success of the scheme. A review will take place in February 2014.

Cllrs Dawson and Owen reported that the Snow Patrol Welcome meeting is to be held on Weds 23rd October. There are plans to extend some of the routes, providing there are enough volunteers. With the CEF group now organising a scheme to help the elderly and vulnerable throughout winter, it seems unnecessary to pursue the Parish Council scheme. *Cllr Keen suggested contacting the CEF for an update on the number of volunteers that have come forward for their scheme, prior to the November meeting in order to review the situation.*

8.40p.m. The Chairman proposed bringing forward item 10 and welcomed Terry Heselton to the meeting, inviting him to speak to members. It was agreed that item 10 should be brought forward.

10 Neighbourhood Planning

Terry Heselton spoke to members about the process of developing a Neighbourhood Plan. He explained the benefits of it being a locally lead plan with the opportunity to focus on local issues and develop local policies. Other advantages are being involved with stakeholders, such as Highways, allocating land and promoting community projects. The process is reasonably complicated and takes approximately 18-24 months, requiring a Project Planner and a Steering Group to progress the plan. He also explained the options available for employing a consultant to prepare the plan, manage the process or act as an advisor at key stages. Funding may be available through the National Lottery or Locality grants.

Cllrs then took the opportunity to ask questions:

Question: The main interest will be in planning issues and currently it is felt by some that PC comments on planning applications are not always given weight by SDC - would this be improved with a Neighbourhood Plan?

Answer: An adopted plan should make a difference if the local level of detail is included in policies. (SDC can identify strategic and non-strategic policies.)

Question: The current Local Plans/LDF's which took years to produce are already out of date, how will Neighbourhood plans be effective?

Answer: Once adopted the plan should become effective and although it cannot be used to control or affect the number of dwellings allocated to a settlement, it may be able to influence the location or size of developments within different areas of the community.

The Chairman thanked Mr Heselton for his presentation and he left the meeting at 9.20 p.m.

9 Recreational / H&S update

The Clerk reported on behalf of Steve Golton for the September health and safety checks completed on Riccall Park play equipment noting that he had suggested a notice be placed at the Jubilee Sportsfield to advise no kite flying as there are overhead power cables. *The Clerk is to check and see if this is the responsibility of the local Electricity board.*

The Clerk reported that she has asked for some advice about painting the skate ramps using different methods or materials to keep the grip on the surface.

The annual ROSPA inspection has been carried out. The vast majority of equipment and surface checks were good. RoSPA suggested that the bark chippings underneath the aerial slide be rotivated and that the junior play area hexagrip boards need some attention. The Clerk has had an estimate to replace the boards or they can be sanded and sealed as a temporary measure. *Cllr Dawson offered to inspect the boards and report back to the Clerk on whether they need to be replaced.*

The Basket Swing cover was also noted as a potential finger trapping possibility but advice has previously been sought from the manufacturer of the piece of equipment and it was assessed as being a low risk.

Repairs have had to be carried out on the Jubilee Sportsfield, following a small section of the pitch having been damaged to create a campfire. Repairs have to be made to the perimeter fencing, as it has been lifted for access underneath.

Drainage and re-seeding work is being completed by Tru-Green to improve the pitch.

Steve Golton has spent time with Cllr Dawson, learning how to complete H&S checks on the play equipment to the satisfaction of the Council, before he takes part in the rota system.

Cllrs considered the offer of some goals for casual football on the Jubilee Sportsfield being donated by Riccall Utd. *It was agreed to accept the kind offer and Cllr Adamson and the Clerk will make the decision where the goals should be placed.*

Sandra Botham reported back on possible 'green flag' status for the Park, explaining the criteria needed to achieve the standard, the process, benefits and costs. *Cllrs decided that the status was probably not relevant for the park, at this time.*

11 Riccall Round Walk

The Clerk gave an update on the project. The Riccall Round Walk leaflet is now on display in local shops, pubs and in the Regen Centre and there will be a feature in the forthcoming Beacon. The Heritage Lottery Grant has now been received and will primarily be used to fund six information boards along the walk, alongside other expenses for the project. The Clerk is currently working with the Archive Group to try and put together historical and other interesting information to be placed on the boards.

12 Community Festival of events

The Clerk reported back from the Skate Ambassador scheme, noting that the first training session had taken place successfully and another one is scheduled during half term week.

Cllrs were asked to consider how the new skate and scooter kit can be used in the future and to bring ideas to future meetings.

13 Outdoor Gym

The Clerk gave a progress report on the 'Outdoor Gym' project saying that the bases will be installed for the equipment within the next few weeks. The Clerk is meeting with Streetscape shortly to discuss the information panel details and positions.

Mark Tipping of Bodyfix has shown an interest in running some mobility sessions for older adults, in partnership with the Council, using the new equipment. This is something that can be considered, once the equipment is in place.

14 Further projects

The Clerk presented costs for the two projects that are being considered to use the remaining Section 106 funding. The projects were the provision of a path across Riccall Park to the skate park or alternatively a cricket wicket for the Jubilee Sportsfield.

It was agreed that the money should be spent on providing an all-weather cricket wicket on the Jubilee Sportsfield, however it was decided that the Clerk should investigate alternative surfaces, as the quotes shown were for more professional wickets.

A path across the park will be considered again in the future, when the car park is developed.

The Clerk showed a basic design for a car-park for Riccall Park and members were happy with it as a starting point. The design will now be used as a starting point for getting quotes.

15 Streetlight replacement project

The Clerk gave a progress report on phase 1 of the project. Cllr Keen and the Clerk had checked all of the new lights and were pleased with the work - *the Clerk is dealing with any outstanding snagging issues.*

A resident has complained about a streetlight on Coppergate not working and the area being particularly dark. The Clerk has explained that this is one of the lamps that are scheduled to be replaced as part of phase 2 of the streetlight replacement programme in April/May 2014 but the resident was not satisfied with that timescale.

Cllrs are to assess the situation and report back to the Clerk.

16 Administration & Finance Committee

Recommendations of the Committee were considered and it was agreed that an Asset Replacement fund of £12,500 should be made per annum starting in financial year 2015/2016.

The ownership of land at the junction of Saunters Way and Northfield is currently being searched on Land Registry records.

A Cllr referred to item 5 of the Administration and Finance Committee minutes, disputing that meetings are carried out following 'The Good Councillors Guide' due to the fact that some Council members are not clearly raising their hands to speak.

It was noted that guidance is followed and that Riccall Parish Council meetings are carried out in line with Standing Orders. Other members present felt that the meetings are fair, with everyone getting an equal chance to speak. *The Chairman requested that any further concerns over meeting procedures are emailed to the Clerk in future.*

17 Minor items and items for the next agenda

None

18 Staff matters

None

The Chairman thanked those present and closed the meeting at 10.00pm.