

**Minutes of the Annual Riccall Parish Council meeting**  
**held on 19<sup>th</sup> May 2014**  
**from 7.30 p.m. at the Regen Centre**

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

Youth Advisor–Finn Northrop

District Councillor Ian Reynolds

Mrs Lindsey Ryan- Clerk and Responsible Finance Officer

Mrs Sandra Botham- Administrative Assistant

**1 Election of Chairman for 2014/2015**

It was resolved that Cllr Keen should continue as Riccall Parish Chairman for 2014/2015.

**2 Chairman signs declaration of acceptance of office of Chairman**

Cllr Keen signed the declaration of acceptance of office of Chairman.

**3 Election of Vice chairman for 2014/2015**

It was resolved that Cllr Wilkinson should continue as Riccall Parish Council Vice Chairman for 2014/2015.

**4 Register of Interests**

Members confirmed that their Register of Interests document is current and unchanged.

**5 Apologies and declarations of interest**

Apologies were accepted from Cllrs Owens and Duggan.

Apologies were accepted from Youth Advisor Calum Finn.

**6 Minutes of the Riccall Parish Council meeting held on 28<sup>th</sup> April 2014  
(circulated)**

The minutes were accepted as a true record and adopted.

**7 Report on progress and updates since the last meeting**

County Cllr Casling had sent an update email, which had been circulated and was noted.

*Cllr Reynolds entered the meeting at 7.25 p.m.*

A NY Police email update had been circulated and the Clerk noted that there has been a recent spate of cycle thefts in the Selby area.

A rucksack has been found at the skate park, which has not been claimed so far. The Police have been informed.

District Cllr Reynolds was asked for an update on work due on York Road bus stop. He confirmed that the developer had paid the money to SDC and that work is due to go ahead sometime in June.

He also noted that planning permission for the wind turbine application had been refused. It was noted that Cllr Casling had sent apologies via Cllr Reynolds.

The Clerk gave an update on action taken and developments since the last meeting:

- The second phase of the streetlight replacement scheme has been on hold whilst licences are granted by NYCC. Work is now scheduled to start on 27<sup>th</sup> May.
- Further ways of deterring dog fouling are being looked into in addition to the spray stencilling. The Student Council at the Primary School is running a competition to design posters to raise awareness.
- Cllr Sharp currently has the photo book and will pass it on to another Cllr.
- The Youth Advisors have been busy setting up a Youth Twitter page.
- Cllrs were requested to take the Beacon for distribution.
- DEFRA are to feature rural community run libraries and are using photos of the Riccall Community Library.
- Complaints have been received about the timing on the traffic lights. The cables for the detection system are faulty, possibly damaged beyond repair and we await further information.
- A Parish Survey related to the LDF has been circulated by SDC. Cllrs have the opportunity to add comments via email and the Clerk will circulate the document.

## **8 Matters from Public Participation**

Complaints have been received about the overgrown vegetation on Parsons Lane footpath. The Clerk is aware of this and has asked the contractors to trim hedges on several paths.

## **9 Nominations to Committees and other groups and to confirm roles within the Council organisational structure**

Member of the Village Institute Committee - *Cllr Duggan was not present but will be offered the post which he currently holds. Cllr Dawson offered to support Cllr Duggan if necessary.*

Membership of the local branch of Yorkshire Councils Association - *the Clerk and Cllr Keen*

Council representative for the C.E.F. meetings - *Cllr Dawson (with Cllr Keen continuing as a community representative)*

Council representative for Riccall Neighbourhood Watch - *Cllr Wilkinson*

To agree members of the Administration and Finance Committee for 2014/2015- *Cllrs Keen, Wilkinson, Dawson Kilmartin and Somers-Joce*

To agree three members of the Riccall Beacon editorial group- *Cllrs Adamson, Somers-Joce and Wilkinson*

To agree two members to help co-ordinate Riccall Snow Patrol for winter 2014/15- *Cllr Owens and Cllr Dawson.*

To agree one member to help co-ordinate the Community Library for 2014/15- *Cllr Adamson*

To agree or re-confirm exiting members:

Lead Councillor for Health and Safety and Risk Assessments- *Cllr Nuttall*

Lead Councillor for Street lighting- *Cllr Rookes*

Lead Councillor for Rights of Way- *Cllr Sharp*

Lead Councillor for Environmental issues- *Cllr Keen*

Lead Councillor for Events- *Cllr Keen*

Cllr Somers-Joce noted that he is currently Trustee of the Educational Charity which does not appear on the list. He is willing to continue in this role and it was noted that this will appear on the list in the future.

It was also noted that the Council is represented on the Parochial Church Charity.

## **10 Correspondence**

### **10a) General correspondence-requiring decisions**

A resident had emailed (circulated) about speed restrictions on the A19. The Clerk had contacted Gary Lumb, who had confirmed that NYCC would not support speed restrictions at the Riccall junctions.

A resident had emailed re parking restrictions requested two years ago for Chapel Lane. The Clerk has contacted Gary Lumb who is following this up. *Cllr Reynolds offered to raise the issue with Cllr Casling.*

### **10b) General correspondence- for information**

Update email noted from Sally Rawlings of SDC - following her presentation and confirming points made by Council members.

### **10c) Late correspondence**

SDC Parish Survey - this will be circulated via email for comments.

## **11 Accounts**

*The Clerk requested that items 11 and 12 were presented prior to the cheque signing break.*

A total expenditure of £12,046.53 for May 2014 was approved.

The Clerk gave an update on the budget position and bank reconciliation.

## **12 2013/2014 Council Accounts**

The Clerk gave a statement of the Councils end of year accounts for 2013/2014 and provided a copy for members. *These were agreed and were signed by the Clerk/RFO and the Chairman.*

A report from the Internal Auditor on the accounts for 2013/2014 was circulated. The accounts were all in order and had been successfully signed off.

*Members noted the report and thanked the Clerk for her work in keeping the financial records in excellent order.*

The appropriate sections of the external audit papers (Annual return) were circulated and agreed by members. *External audit papers were signed by the Clerk/RFO and Chairman.*

*A short break was taken at 8.15p.m. for the signing of the cheques.*

## **13 Reports and Consultation**

Cllr Wilkinson reported back for the AGM of Riccall Neighbourhood Watch. There had been interest in the Parish Council display for the Youth Advisors and the new Information Boards. The issue of car parking at Riccall Park was raised.

## **14 Planning**

### **14a) Selby DC has granted planning permission for the following applications;**

Rear two storey extension at Millfield House, 27 Selby Rd, Riccall

### **Selby DC has refused permission for the following application:**

Installation of one mid-scale wind turbine of maximum height to tip of 77m and including: upgraded and new access track, a hard-standing area, a small substation enclosure, temporary guyed meteorological mast and associated infrastructure on land to the south of Riccall Business Park, Selby Rd, Riccall

### **14b) The following planning applications were considered:**

Under delegated authority:

Ground floor front extension to create study/studio area also first floor rear extension to enlarge existing bedroom at 7a York Road, Riccall. 2014/0377/HPA.

*No objections subject to full consultation with neighbours*

### **14c) Other planning matters**

None

## 15 Matters from the Annual Assembly of the Parish Council.

Cllr Keen reported that despite holding the meeting at a different venue, public attendance was low with no issues raised.

The Annual Report had been circulated to members and a copy for residents is included with the next Riccall Beacon.

## 16 Recreational/ H & S Update

The Clerk reported:

- The skate ramps have been re-painted with the new paint that was agreed and feedback has been positive.
- Quotes for the tarmac have not yet been received.
- The gym equipment report noted a cracked weld, however on inspection this was found to be a crack in the paint. Cllr Dawson noted that the welds should be included in the H & S checks.
- The Kompan safety surface is to be repaired this week.
- A post on the park notice board was checked for rot- it is solid in the centre and no cause for concern at this time. It can be monitored.
- Maintenance work on the retaining boards and bark for the aerial slide have been carried out.
- Tru-Green have re-set the goal posts.
- Park Lane are coming to deal with a few minor issues next week.
- Prices are being sought to decide if it's more cost effective to repair the spring or replace the gate on the play area.
- Overgrown hedges are to be trimmed this week.

Cllr Nuttall gave the H & S update for May, noting that there was general wear and tear but generally everything is in good order.

## 17 Trust documents

The Clerk had copies of the Village Institute Trust documents from the safety deposit box at Yorkshire bank. It was noted the documents do not make it clear who the current trustees are. As Custodian Trustees, members agreed to invite members of the Institute Management Trustees to a meeting with Council representatives to discuss any issues and set up a system of communication.

## 18 Insurance

The Clerk and Cllr Somers-Joce reported back following further clarification and quotes from Zurich and Came & Company.

Cllrs were in favour of changing provider to Came & Company from June 2014, with a 3 year long term agreement. The policy will include named assets up to a maximum value of £40,000. The Council will self-insure remaining assets. A fund will be built up with savings made on the insurance. ***The Clerk will assess which assets should be included in the policy and circulate to the Chairman and Cllr Somers-Joce for agreement.***

*Cllr Dawson thanked the Clerk and Cllr Somers-Joce for the significant savings made from this work.*

**19 Riccall Round Walk**

The Clerk reported that the new 'Heritage Trail' lecterns are now installed and that the end of grant paperwork will soon be completed.

An official launch of the walks will be planned for a weekend day in September.

Good feedback has been received for both the walks and the information boards.

**20 Minor items and items for the next agenda.**

Finn reported that he and Calum are developing the Twitter link and are busy compiling a directory of local people who may be able to offer Duke of Edinburgh volunteer places.

**18 Staff matters**

None

*The Chairman thanked those present and closed the meeting at 9.05p.m.*