

Minutes of The Annual Meeting of
Riccall Parish Council
held on 15th May 2017
from 7.30p.m. at the
Regen Centre

(Public participation commences at 7.15pm, when members of the public can raise questions within the remit of the Council)

Three members of the public attended to voice their concerns regarding the planning application 2017/0313/OUT which included loss of light and privacy to their property, drainage problems and access issues. As the application is Outline it is not certain how many storeys high the dwelling will be but it appears they will be sited very close to the boundary and overlooking their bungalows.

Members of the public left prior to the Full Meeting commencing at 7.30p.m.

Attending: Cllrs Keen (Chairman) Adamson, Dawson, Kilmartin, Nuttall, Owens, Rimmer, Sharp, Somers-Joce and Wilkinson.
District Cllr Reynolds and County Cllr Musgrave
Sandra Botham- Clerk and Finance Officer

AGENDA

1 Election of Chairman for 2017/2018

It was resolved that Cllr Keen should continue as Parish Council Chairman for 2017/18.

2 Chairman signs declaration of acceptance of office of Chairman.

Cllr Keen signed the acceptance of office of Chairman.

3 Election of Vice Chairman for 2017/2018

It was resolved that Cllr Wilkinson should continue as Vice Chairman for 2017/18.

4 Register of Interests

It was noted that it is the responsibility of members to register any changes of circumstances and a new form to be completed and handed into the Clerk.

5 Apologies and Declarations of Interest

There were no apologies for absence.

Cllrs Dawson, Keen, Nuttall, Wilkinson and the Clerk declared interest in items 17 & 18 on the agenda.

County Cllr Musgrave entered the meeting.

6 Minutes of the meeting of Riccall Parish Council held on the 10th April 2017

The above minutes were accepted as a true record and adopted.

7 Report of progress and updates since the last meeting

County Cllr Musgrave noted he had been ten days as County Cllr and that he had met Cllrs Keen and Wilkinson on-site to discuss a planning application(see item 13b).

There were no representatives of NY police and the Clerk reported that she had looked on the NY Police website for any relevant reports and updates but the site contained very little information and none relevant to Riccall. Any information received via email is forwarded to members. It was agreed to write to Julia Mulligan regarding the lack of police presence and information.

Action: The Clerk will write to Julia Mulligan.

The Clerk gave an update on action taken and developments since the last meeting-for information only:

- HGV'S parking outside park on the footpath for the development site opposite were reported to SDC Enforcement Team & Area 7- see letter 10b.
- The CIL payment has been applied for.
- SDC are to replace The Limes road sign
- Residents in Station Road concerned about old gas tank site for Mount Park being dug. Rupert kindly popped across and spoke to work man who was removing the tank, filling the hole and tidying site. Another neighbour concerned about no signs/bollards bucket swinging – reported to NYCC Area 7 visit site.- no follow up information has been supplied.
- A House for Sale sign on land Elms Close (PC land) was a W H Brown sign for property on Saunters Way placed by the sign company- asked them to remove it as it was confusing.
- Riccall UTD were contacted regarding discussions over the container- email to Ian Johnson to confirm if in principle do they agree to vacate the existing container which will be replaced with a smaller container in a more suitable position. This has been confirmed. He asked about confirmation for them to remove the cricket wicket and Cllr Nuttall was contacted about the Method Statement he offered to prepare,- he is to contact Ian direct.
- Thanks to Bob, Duncan and Brian for distributing invitations to volunteers.
- Contacted the housing association re fencing in poor repair on Ash Grove footpath to tennis courts
- Village Green Fencing- the contractor has been contacted - he said he had sent the Method Statement but this had not been received. A new email address was used but there has been no response following several emails & phone messages. Members agreed that the clerk should write to the contractor and obtain quote from other companies to progress the project.

Cllr Reynolds entered the meeting at 8.45pm.

8 Matters from Public Participation

It was noted that after enquiries were made with NYCC Trading Standards regarding cold calling by Jehovah's Witnesses, that the NCCZ only applies to tradesmen. It does not apply to Charities either although residents should be able to ask them to leave.

An overgrown hedge on the footpath between Kelfield Road and the allotments has been reported.

Action: the Clerk will send out a letter.

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

To include:

*Member of the Village Institute Committee - *Cllr Wilkinson*

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

*Council representative for the C.E.F meetings - *Cllr Adamson*

*Council representative for Riccall Neighbourhood Watch - *Cllr Rimmer*

*To agree members of the Administration and Finance Committee for 2017/2018-(Chairman, Vice Chairman and three members)- *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 2017/2018 – *Cllrs Dawson and Owens*

*To agree one member to help co-ordinate the Community Library for 2017/2018 – *Cllr Wilkinson*

*To agree one member for the Riccall Educational Trust – *Cllr Somers-Joce*

*To agree one member for Riccall Lands Charity – *Cllr Keen*

*To agree one member for the Riccall Surgery Patients Group – *Cllr Dawson*

*To agree members of the Traffic Group- *Cllrs Adamson, Owens, Rimmer and Sharp*

To agree of re-confirm existing members:

*Lead councillor for Health & Safety and Risk Assessments – *Cllr Nuttall*

*Lead Councillor for Street Lighting – *Cllr Sharp*

*Lead councillor for Rights of Way- *Cllr Sharp*

*Lead Councillor for Environmental issues- *Cllr Keen*

*Lead Councillor for Events – *Cllr Keen*

10 Correspondence

10 (a) Correspondence requiring decisions:

Northern Powergrid re-unmetered supply Agreement document

Action: Cllr Wilkinson offered to look through the agreement

Residents email regarding alterations to property in Conservation Area. (circ)

Action: the Clerk will direct them the Selby DC consultation.

Resident's concerns regarding grounds maintenance. (circ)

Actions: The Clerk will respond and use of chemicals will be included in the grass cutting contracts in future.

Cllr Nuttall will look into the chemicals and the hazards of Roundup Bioactive.

Resident's letter regarding removing dead tree.

Action: the Clerk will respond.

The North Yorkshire Permit Scheme (NYoPS) consultation process, on-line until 7 Aug.
Please contact the Clerk for the link.

10 (b) Correspondence for information only:

Residents response to traffic issues in village.(circ)

Came & Co Insurance renewal .

It was noted that this is part of a LTC and Cllr Somers-Joce had looked at the document noting that the asset's would be re-assessed by the Admin & finance Committee.

Thank you letter from Age UK.

Email from Area 7 noting the bus stop lining is on an Order to be completed and that any damage caused by HGV's parking on the pavement will be followed up if details are supplied.

Notice of UK Parliamentary Election for Selby and Ainsty Constituency

10 (c) Late Correspondence –to note only

The phone and wifi providers for the office, Chess have offered Cyber attack protection for £2.99 per month per user. Members agreed that this should be provided to protect the office equipment.

11 Accounts

A total expenditure of £5030.49 was approved.

Payments for May 2017 were approved. Limited documents were available as the year end is not completed until 25 May and these had been circulated to members prior to the meeting.

It was confirmed that the insurance provider for 2017/18 continues to be Came & Company as part of a 3 year agreement.

The Clerk noted that payments from Selby DC for the first half of the Precept and the CIL have been paid into the account.

A short break was taken at 8.20pm for signing the cheques. Cllr Musgrave left the meeting. Visitors for Item 16 arrived and members agreed to bring the item forward.

16 Selby DC Waste Campaign

Aimi Brookes (Contracts) and Julie Walden (Marketing) from Selby DC came to discuss the Waste Campaigns. Dog Fouling is the July topic and a Road Show will be held at the Regen Centre on 12th July involving the Dogs Trust and promoting responsible dog ownership. It is also planned to hold another event at Riccall School including a poster competition. The Beacon will feature these events. New initiatives were discussed and further information will be sent to the Clerk. Litter Action is the theme for September.

Julie and Aimee were thanked for their presentation and they left the meeting.

12 Reports and Consultation

Cllr Adamson reported back from the recent CEF meeting noting it was looking at grant applications most of which were granted.

The Clerk reported that the planned meeting with Chris Haley-Norris and Andrew Claypole regarding IT was abandoned when Andrew did not arrive, however it will not be perused as Andrew does not deal with the IT issues. Karen Mann has recommended Easthill Computers in Selby.

Action: the Clerk will contact them and discuss the issues.

The Clerk also reported back from a planning training session at Selby DC which Cllr Keen also attended. It was reported that it was disappointing and did not follow up from the previous training as expected and little was gained from attending. Reference was made to Section 106 coming into use again and Cllr Reynolds explained that in some councils CIL had been taken up but was not working, which is why a return may be made to Section 106 by some authorities,

Cllrs Keen and Wilkinson had attended a site meeting with County Cllr Musgrave to discuss the application for a mini roundabout. See item 13b.

13 Planning

13 (a) Planning applications granted by Selby DC

2017/0256/TPO: Application for consent to fell and replace 1 no Leylandii(A) covered by TPO 5/1980- 1 Beckwith Gardens, Riccall.

13 (b) To consider the following planning applications:

2017/0313/OUT: Outline application for proposed 2 residential units with access (all other matters reserved) in the garden of 3 & 5 York Road, Riccall, using the existing access onto York Road – 5 York Road, Riccall. Cllr's Owens & Rimmer.

Discussion took place following the residents' comments prior to the meeting.

The Lead Cllrs recommended objecting on grounds of overcrowding in the Conservation Area, access and drainage issues. All members were in favour of the **objection**.

2016/0318/OUT: Additional information (Access option 2- mini roundabout) Outline application to include access (all other matters reserved) for residential development of up to 130 dwellings- Land off Wheatfields Walk, Riccall. Cllrs Keen & Wilkinson

Lead Cllrs and County Cllr Musgrave had held a site meeting and reported back that it was hard to see how the proposed mini-roundabout could improve the situation and recommended objecting for numerous reasons- poor information submitted, monitoring data questioned, safety for pedestrians and cyclists, issues with parking, ref. to the Design Manual will be used to back up the reasons. All members were in favour of the **objection**.

13 (c) Other planning matters

None.

14 Matters from the Annual Assembly of the Parish Meeting

Cllr Keen reported poor attendance at the meeting.

The Annual Report was circulated at the meeting but the Financial Section is yet to be completed following the year end close down. It was noted that the Beacon will be timed earlier to include the Annual Report next year. This year it will be sent out with the next Beacon, due out in July.

15 Recreational / H & S update

The Clerk will report on any matters that relate to the play equipment or sports field maintenance.

Cllr Nuttall carried out park checks for April- noting he had assessed the new bolts & washers fitted by Gavin on climbing wall and they are adequate & safe. Fresh graffiti was reported to Cllr Rimmer for reporting to school via NW. All other reports are for known & on-going maintenance.

Gavin has agreed to assess wooden structures at ground level for rot- he's been away on holiday and his priority was to replace the post, which he has completed this morning- it was a difficult job as the old post had been fixed in a large block of concrete - he will carry out the survey asap.

Steve reported lots of litter at the park over the half term but noted no other problems.

This morning Steve reported that the junior goals on Jubilee have been vandalised. A bolt has been removed which holds the side and back poles together, a replacement will be bought.

Action: Clerk to order spare part.

Cllrs Dawson, Keen, Nuttall, Wilkinson and the Clerk left the meeting at this point as they had declared an interest in items 17 & 18. Cllr Sharp agreed to act as Chairman and Cllr Adamson took the minutes.

17 Riccall & District Resilience Group

Cllrs. Keen, Wilkinson, Dawson and Nuttall and the Clerk had declared an interest in Items 17 and 18 and left the meeting. Cllr Sharp chaired these items in the absence of the Chair and Cllr Adamson took a note of the discussion in the absence of the Clerk.

Cllr Adamson reported that the papers, etc requested from the Group following the last Council meeting had been received and were in order. The Council agreed, therefore, to

release the £7,500 funding to the Group as a Section 137 grant, under cover of a letter setting out the monitoring arrangements as follows:

- 1 Spending only on the items outlined in the funding application to the CEF
- 2 Copies to be provided of invoices for all funded expenditure, with proof of payment
- 3 Three monthly written reports to the Council on progress of the Group
- 4 A note of items to be purchased with the money originally intended for the purchase of a container (£2,500)

The Council would lease the existing container to the Group at a rent of £1 per annum, payable on 1 July every year. The Council would require the use of part of the container.

Further information on the agreement with Riccall United FC on the funding of the development of the Jubilee Sports Field had come to light. This shows they agreed to pay £2,500 towards the development, plus £1,663.20 towards the container and the base. A total of £562.20 is still outstanding. The Council agreed they should pay this over the next six months and then pay a reduced monthly payment towards the upkeep of the field. The Council will ask Riccall United FC to confirm what size container they want and where they would wish it to be sited. The Council will pay for the planning application and the container and base up to the cost of £2,163.20 (the contribution Riccall United FC will have made towards the cost of the current container, plus the VAT recovered on the £2,500 contribution to the original development). If the cost exceeds this, the Council will need to discuss with Riccall United FC how to fund the excess. The money will be allocated from the recently received CIL money.

18 Section 137 Fund

The Council agreed to vire £7,500 from the Project Funding heading in the budget to the Section 137 heading in the budget. This would be used to pay the Resilience Group grant.

19 Volunteers Evening

We have not yet received replies from all of the invitations.

Action: the Clerk will discuss costs for wine and nibbles with the Regen Centre.

20 Minor Items for the next agenda

The container for Riccall UTD will be itemised for the June meeting.

The Clerk noted that Cllr Reynolds has kindly agreed to assist with the completion of forms for the Registration of the Village Green. Any progress will be reported back at the next meeting.

Several suggestions were made for contractors to contact for the fencing.

There were no staff matters.

21 Staff matters

The Chairman thanked those present and closed the meeting at 9.50p.m.