

Fulford Parish Council

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

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**Minutes of the Meeting of Fulford Parish Council held at 19:30 on
Tuesday 5th June 2018 in the Old Library,
Fulford Social Hall, School Lane, Fulford.
Clerk/RFO: Rachel Robinson**

18037. Chair's welcome

The Chair welcomed all present to the meeting.

18038. To receive apologies and approve reasons for absence

- a. Present: Cllr. de Vries (Chair); Cllrs. Clare (arrived at 20:09); Francis, Frusher, Urmston; Vevers; G Walker; J Walker (left at 22:00), the Chairman of York Mosque, one member of the public and the Clerk.
- b. Apologies were received and approved from Cllrs. Aspden and Gardiner. Apologies for lateness were received and approved from Cllr. Clare

18039. To receive any declarations of interest

Cllr. Urmston declared an interest in Items 18053 17/01969/FULM and 18/00495/FULM

18040. To receive and approve the Minutes of the Parish Council meeting held on 8th May 2018

The Minutes of the 8th May 2018 were approved as a true record.

18041. To accept nominations and elect the Vice-Chair for the forthcoming year

Cllr. Aspden had indicated his willingness of acceptance of any nomination prior to the meeting, having sent his apologies for the meeting. Cllr. Aspden was nominated, seconded and elected as Vice-Chair for the forthcoming year.

18042. To appoint the second representative to the Sports Club

Following discussion, it was resolved that Cllr. Frusher would be the second representative to the Sports Club for the forthcoming year.

18043. To appoint the second representative to YLCA

Following discussion, it was agreed that Cllr. de Vries would be second representative for the forthcoming year.

18044. To receive and consider Parishioners' Questions and comments and decide on any necessary action to include:

- a. **Consideration of A-Boards and advertising materials along Main Street and the corner of Naburn Lane.**

Concerns about the number of A-Boards and other advertising materials along Main Street, Selby Road and Naburn Lane had been raised by parishioners at the Annual Parish Meeting where it was agreed that the Parish Council would give consideration to the issue at its next meeting. Following discussion, including concerns about ensuring support for local businesses, it was resolved that Cllrs. Vevers and G Walker would investigate and gather photographic evidence of the materials. It was further resolved that where appropriate the evidence would be sent to CoYC informing them that complaints had been raised by residents and requesting enforcement of infringements, with particular reference to the conservation area.

- b. **Consideration of river traffic speed**

Cllr. Vevers reported that a parishioner had asked him to raise the issue that a number of boats have been travelling along the river at speeds in the region of 10-15 knots, causing wake and wash which is eroding the river banks. There is a speed limit of 6 knots in this area. Cllr. Vevers reported that advice had been sought from the Canal and River Trust in order that the boats can be identified and the owners informed.

Councillors expressed their support for the situation to be monitored and a letter being sent to local boating organisations notifying them of the concerns.

The Chairman of York Mosque spoke in support of the request at Item 18058.b. with regard to provision of burials at Fulford Cemetery at weekends and bank holidays for the Muslim community. He explained that in the Muslim faith, burials should take place at the earliest opportunity. He also requested that there be provision of a pre-dug grave at all times to assist in facilitating this. There have been two instances over the past two years where a member of the community has died during a weekend and arrangements for burial had not been able to take place until after the weekend (one of these instances was over the most recent bank holiday). The Chairman agreed to make investigations as to how these services are facilitated by other cemeteries. Item 18058.b. was brought forward to the end of Parishioners' questions to enable discussion during the visitor's attendance at the meeting.

A parishioner had copied the Parish Council in on email correspondence with the Ward Councillor with regard to the pace of works on Fordlands Road and Selby Road with particular reference to the implications on buses. Councillors noted the email.

The Chair closed Parishioners' questions

18045. To approve and sign the Parish Council's Annual Governance and Accountability Return and Governance Statement for the year ended 31 March 2018

It was resolved that the Annual Governance and Accountability Return and Governance Statement for the year ended 31 March 2018 was approved and it was duly signed by the Chair and witnessed by the Clerk.

18046. To approve and sign the Parish Council's Accounting Statement for the year ended 31 March 2018

Duly approved signed and witnessed.

It was resolved that the Parish Council's Accounting Statement for the year ended 31 March 2018 was approved and it was duly signed by the Chair and witnessed by the Clerk.

18047. Consideration of matters relating to parked vehicles in the vicinity of Fulford School

Reports had been received of a number of instances of vehicles being parked by students of the school within residential roads near the school, sometimes resulting in problems of access to the school and Fulfordgate by larger vehicles making deliveries. It was further reported that a resident had contacted York Press about the situation and that York Press were making further investigations. Following discussion, it was resolved that Cllr. Urmston would investigate whether the travel plan included in the school extension plans was being adhered to but any further action would be postponed pending the result of the investigations made by York Press.

18048. To receive and consider a report from the Ward Councillor and decide on any necessary action to include:

- a. **Consideration of Parish Council attendance and involvement in the ward committee public meeting on flooding on Monday 11th June.**

Following discussion, it was resolved that the Parish Council would have a table at the public meeting, attended by Cllr. de Vries and if possible by Cllr. Urmston.

18049. To receive and consider a report from the Police and decide on any necessary action

No report had been received but it was noted that a burglary had taken place in Atcherley Close in the week prior to the meeting.

18050. To consider correspondence received and decide on any necessary action.

Cllr. Vevers reported that he had contacted the travel advisor for The City of York Council to request that reference to the tansy beetles be included in the Fulford Ings Map being prepared for Natural England.

18051. Financial Matters

- a. **To approve the following payments:**

Cemetery

Yorkshire Water – Water Rates

£

44.56

First Data – Chip & Pin Machine	12.00
BT – Telephone	43.08
MJ Backhouse – Rabbit Control Service Agreement	302.82
Viking – Stationery & Cleaning Supplies	95.33
Cropwise – Azural	66.72
Staff Loans (Transfer from Weekly to Monthly Pay)	3389.85
<u>Admin</u>	
Designation – New Email Accounts	216.00
<u>Open Spaces</u>	
Yorkshire Water – Allotments Water Rates	8.37
Kompan – Playground Renovation Project	41968.83
<u>Social Hall</u>	
Yorkshire Water – Water Rates	74.18
Nortons Heating – Boiler Repairs	344.24
<u>Staff Costs</u>	
Wages & Salaries	7326.75
HMRC	1474.45
NYPF	2619.22
City of York Trading - Temporary Street Cleaner/Social Hall Cleaner	100.38

Following discussion, it was resolved to withhold the payment to Kompan until the surface issues are resolved. All other payments were approved.

b. To note the bank reconciliation to 31/05//2018

This item was deferred until next meeting.

18052. To consider any candidates for co-option and decide on any necessary action.

No candidates had come forward.

18053. Planning:

a. To receive and consider a report of planning applications and questions considered by the Planning Working Group and decide on any further action:

New applications

18/00997/FUL - Single storey rear extension - 20 Atcherley Close York YO10 4QF - no objections.

On-going applications

17/02687/NONMAT - Non-material amendment to permitted application 12/00384/REMM to alter approved plans, amend approved bat mitigation strategy and to allow installation of drainage outfall - Germany Beck Site East of Fordlands Road York. – a second letter was on the website but revised plans have yet to be received. Following discussion, it was resolved that no action be taken at present.

18/00175/FULM - Variation of condition 2 of permitted application 13/03481/FULM (erection of 14no. dwellings following demolition of bowling clubhouse and garage block) to alter elevational treatment and increase height of dwellings to facilitate formation of additional floorspace in roofspace (plots 1 to 6 only) - Royal Masonic Benevolent Institute Connaught Court St Oswalds Road York YO10 4QA – nothing new to report although building has commenced.

Cllr. Urmston left the meeting for discussion of the next two items.

17/01969/FULM - Erection of 64 bedroom care home, car parking and landscaping following the demolition of existing care home - Site Of Former Fordlands House 1 Fordlands Road York – Cllr. de Vries reported that she had attended a meeting with a number of residents and representatives from Octopus and the Architect at which a number of issues were raised including concerns about the pedestrian crossing and the impact of piling, particularly if this were to be carried out concurrently with the Germany Beck piling. It was resolved that no decisions were necessary at present.

18/00495/FULM - Erection of 64 bedroom care home, car parking and landscaping following the demolition of existing care home (revised scheme) - Site Of Former Fordlands House 1 Fordlands Road York – nothing further to report.

Cllr. Urmston returned to the meeting.

i) *Enforcement Action*

Connaught Court temporary car-park – a response had been received from the Enforcement Officer saying that in his view it was permitted development during the construction works and the case had been closed. It was resolved that no further action be taken at present but if the temporary car park remained beyond the duration of the constructions works, the matter would be considered further.

34 Eastward Avenue – this matter is still under investigation by the Enforcement Officer.

b. To note details of planning applications decided by City of York Council and decide on any necessary action

18/00449/FUL - Two storey side and single storey rear extensions - 22 Fulford Park - Approved.

18/00583/FUL - Erection of detached double garage. - 11 Fordlands Crescent – Approved

18/00983/TCA - Fell Beech tree in a Conservation Area - Elmfields 142 Main Street Fulford York YO10 4PS – Approved

18054. To consider the invitation from Persimmon Homes to the meeting of the Germany Beck Liaison Advisory Committee (LAC) and decide upon any necessary action.

Following lengthy discussion and consideration of a draft statement raising comments regarding LAC membership under the terms the s.106 Agreement, the terms of reference for the Committee and the Ward Councillor's inability to attend the date set by Persimmon Homes for the first meeting, it was resolved that a slightly amended version of the statement be sent as a letter to Mike Slater at CoYC, copying in The Chair of the LAC and Robin McGinn in advance of the proposed meeting date of 12th June. A list of objectives for the Parish Council had also been drafted and circulated and following discussion, it was resolved to approve the list of objectives subject to the addition of consideration of vehicular and pedestrian access from Germany Beck to the Sports hall of Fulford School. It was further resolved that the Parish Council be represented at the first meeting of the LAC by Cllr. de Vries and Cllr. Vevers.

Cllr. J Walker left the meeting.

18055. To consider a letter received from Steve Wragg in connection with an update on Flood Risk Management Schemes and an offer of a meeting and decide on any necessary action.

Following discussion, it was resolved to invite Steve Wragg to the next meeting on 10th July and bring the start time forward to 7pm.

18056. To receive and consider an update on matters pertaining to Germany Beck and decide on any necessary action to include:

a. **Any update on the proposed A19 Flood Alleviation Works Fordlands Road Playing Field Bund**
Nothing to report.

b. **Any correspondence with Persimmon and decide upon any necessary action**

Nothing to report save as outlined at Item 18054.

c. **To note Liaison Advisory Committee on 12 June and to decide upon any necessary action**

Nothing to report save as outlined at Item 18054.

To consider exclusion of the press and public from the discussion of any aspect of item 18056.d by virtue of s.1(2) of the Public Bodies (Admission to Meetings) Act 1960

Press and public were not excluded from the discussion of any aspect of item 18056.d by virtue of s.1(2) of the Public Bodies (Admission to Meetings) Act 1960.

d. **Any update on the boundary dispute and decide upon any necessary action.**

Nothing to report.

18057. To receive and consider an update from the Neighbourhood Plan working group and decide on any necessary action

Nothing to report.

18058. To receive and consider a report from the Cemetery working group and decide on any necessary action to include:

a. **Options for automated barrier/bollard installation at the entrance to the Cemetery**

This item was referred to the Cemetery working group for recommendations to the next meeting.

b. **Request from Muslim Community for weekend burials and a permanently prepared grave**

Following discussion, including consideration the representations made by the Chairman of York Mosque, the potential need for “on-call” facilities, resulting in possible changes in job descriptions for existing staff and/or staff recruitment, possible use of external agencies, possible use of locum staff, health and safety factors, insurance implications and a number of other factors, the item was deferred to the next meeting to enable further investigations as to how these services could be facilitated. The investigations are to be carried out by the Cemetery working group in consultation with staff at the cemetery.

c. Complaint from cemetery visitor.

This item was referred to the Cemetery working group for recommendations to the next meeting.

d. Quotes for the replacement door to the toilets.

Following consideration of the quotes received, it was decided to request Neil Puckering to install a black UPVC door as set out in his quotation.

18059. To receive and consider a report from the Cemetery Lodge working group and decide upon any necessary action.

No update was received and this item was referred to the Cemetery Lodge working group for further consideration.

18060. To receive and consider a report from the Open Spaces working group and decide on any necessary action to include:

a. To receive an update on the consultation concerning installation of a bench on Heslington Lane.

One response had been received to the consultation but a decision was deferred to the July meeting.

b. A request from the Tennis Club for a contribution towards the hoop barrier scheme.

It had been reported that the Tennis Club’s request for ward funding had been turned down pending investigations as to other sources of funding including a request made to the Parish Council.

Following discussion, it was resolved that the Parish Council would offer a contribution of £200 for the labour and paving in the hope that this offer will assist the ward funding application.

c. Soakaway testing options for School Lane and related costs

Cllr. Vevers reported that unless this issue is resolved, the grant for School Lane will lapse and no longer be available. A quote had been received (and circulated) for further soakaway investigations in the sum of £3280 + VAT. Following discussion, it was resolved to approve the cost and instruct the Soakaway testing.

Cllr. Vevers reported that clarification of charges for beekeeping at the allotments was required. Following discussion, it was resolved that the Beekeeping Charge would be set at £15 for up to a maximum of 3 hives per person.

d. Further consideration of the following requests from the Sport Clubs in light of the advice received from YLCA:

- i) The Sports Club’s request to lease the playing field from the Parish Council
- ii) The Sports Club’s suggestion for the Parish Council to be a joint applicant in their application for funding for maintenance equipment;
- iii) The potential location of the Sports Club proposed container;
- iv) The Sports Club request for partial match funding a grant being applied for;
- v) The proposal for grass cutting services to be supplied by the Sports Club to Fulford Parish Council in exchange for contributing towards the maintenance equipment (upon receipt of the maintenance equipment).

This item was deferred until after the first LAC meeting.

18061. To receive and consider a report from the Social Hall working group and decide on any necessary action to include:

a. Quotations for damp proofing works.

Following discussion and consideration of the four reports received, it was resolved to set a maximum budget of £4,000 and authorise the Social Hall working group to consider the reports in detail to decide with which contractor to proceed.

b. Request from CoYC for continued use of the social hall as an emergency rest centre

Following consideration, it was resolved to agree to the request

*To consider exclusion of the press and public from the discussion of any aspect of item 18062 by virtue of s.1(2) of the Public Bodies (Admission to Meetings) Act 1960.
Press and public were not excluded from the discussion of any aspect of item 18062 by virtue of s.1(2) of the Public Bodies (Admission to Meetings) Act 1960.*

18062. To receive and consider reports from the HR panel and Clerk and decide on any necessary action to include:

a. The updated draft of the Lone Worker Policy

Following consideration, the Lone Worker Policy was approved and adopted as drafted.

18063. To consider a request for use of the cemetery vehicle by Fulford Show volunteer(s) to assist set up of Fulford Show and decide upon any necessary action.

Following consideration, it was resolved to approve the request.

18064. To consider YLCA's request for information on shaping our future: new strategic plan of the national association of local councils (NALC) and decide on any necessary action

It was resolved to instruct the Clerk to consider recommendations for consideration at the next meeting.

18065. To consider the YLCA ballot to select two parish representatives to the City of York Council standards committee and decide on any action.

Following consideration and discussion, it was resolved to vote for Christopher Rex Chambers & Emma Thornton.

18066. Confirm date and time of next meeting.

The next meeting of the Parish Council is Tuesday 10th July at 7pm. Cllr. Vevers gave his apologies in advance of the meeting.

18067. Close Meeting.

The Chair closed the meeting 22:50.

Chair.