

Fulford Parish Council

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Minutes of the Meeting of Fulford Parish Council held at 19:30 pm on Tuesday 11th December 2018 in the Old Library, Fulford Social Hall, School Lane, Fulford.

18183. Chair's welcome

The Chair welcomed all present to the meeting.

18184. To receive apologies and approve reasons for absence

- a. Present: Cllr. de Vries (Chair); Cllr. Aspden (Vice-Chair); Cllrs. Clare, Gardiner, Urmston, G Walker and J Walker, one member of the public and the Clerk
- b. Apologies were received and approved from Cllrs. Francis, Frusher and Vevers, Cllr. de Vries departed at 7.45pm and Cllrs. Gardiner and J Walker departed at 9pm

18185. To receive any declarations of interest

Cllr. de Vries declared an interest in Item 18200. Cllr. Urmston declared a personal interest in Item 18197.a.ii 18/02169/FULM

18186. To receive and approve the Minutes of the Parish Council meeting held on 13th November 2018

The Minutes of the 12th November were approved as a true record.

18187. To receive and consider the Chair's resignation.

Cllr de Vries had circulated an email on 20th November 2018 setting out reasons for resigning as Chair of the Parish Council and invited councillors to consider being nominated for the position.

Councillors thanked Cllr. de Vries for all her hard work and significant contribution made during her time as Chair and expressed their hope that Cllr. de Vries would consider taking on the role of Chair again at a later date.

18188. Election of Chair:

a. To accept nominations and elect the Chair for the remainder of the year

Three councillors will give further consideration to their willingness for nomination before the next meeting. It was resolved that the Vice-Chair would chair the next meeting of the Parish Council pending election of the new Chair.

b. The elected Chair to sign the Declaration of Office Form

In the absence of volunteers and nominations, this item was deferred to the next meeting.

To consider exclusion of the press and public from the discussion of any aspect of item 18189 by virtue of s.1(2) of the Public Bodies (Admission to Meetings) Act 1960

It was not resolved to exclude the press and public from the discussion of any aspect of item 18189 by virtue of s.1(2) of the Public Bodies (Admission to Meetings) Act 1960

18189. To consider and decide upon a councillor's request for a period of sabbatical from the Parish Council

Cllr. de Vries had circulated reasons for requesting a sabbatical from meetings of the Parish Council. After consideration, it was resolved to permit a sabbatical of 6 months from Parish Council meetings for Cllr. de Vries. Cllr. de Vries will remain involved as a contributor to the Cemetery and Open Spaces working groups during the sabbatical period.

Cllr. de Vries left the meeting and Cllr. Aspden chaired the remainder of the meeting.

18190. To receive and consider Parishioners' Questions and comments and decide on any necessary action

A parishioner had copied the Parish Council into an email to the Ward Councillor raising concerns about concrete structures into Germany Beck. Cllr. Aspden reported that he had made enquiries with planning development and planning enforcement officers at CoYC and informed the parishioner of his actions.

A parishioner had emailed to enquire as to the purpose of the new gate next to the allotments. It was resolved to respond with a full explanation as to the rationale behind the installation of the gate.

18191. To receive and consider a report from the Ward Councillor and decide on any necessary action

Cllr. Aspden reported that the next Ward Team meeting would be in January and that only £5,000 remains available for funding so asked councillors to consider whether there are any projects that would benefit from ward funding and make application before the meeting. The Clerk is to contact CoYC for details of the meeting and forward them to councillors.

18192. To receive and consider a report from the Police and decide on any necessary action

A report had been received and circulated. It was noted that there had been more incidents than usual and councillors expressed a wish for PCSO attendance at more Parish Council meetings.

18193. To note correspondence received and decide on any necessary action to include:

a. Report and request from Tennis Club regarding vandalised barriers;

The Tennis Club had reported that the barriers they had purchased partly funded from a ward grant and a small contribution from the Parish Council had been vandalised on two occasions. Both the Ward Councillor and the Clerk had advised that any insurance claim would need to be made through the Tennis Club/Sports Club insurance as neither CoYC nor the Parish Council owned the barriers. The Tennis Club had suggested installation of CCTV. Following consideration, it was agreed that the Parish Council had concerns for data protection and does not have sufficient resources to fund/monitor CCTV. The Open Spaces working group is in the early stages of investigating the possibility of installation of a form of barrier at the entrance to the field but any such barrier would need to be factored into the budget for the next financial year.

b. Request from Tennis Club for 2 additional litter bins

Following consideration, it was agreed to replace the litter bin that had been vandalised and consult CoYC as to the potential availability of bins to achieve this. Financing of any additional bins would have to be considered in the budget for the next financial year.

c. Letter from Clarke Telecom regarding proposed base station upgrade;

Councillors noted the correspondence received but no action was resolved.

d. Letter regarding A19 speed limits

Following consideration, councillors recalled that notice had been served in August 2018 informing the Parish Council that the 40 mph speed limit on the A19 would be revoked and replaced by the 30 mph statutory speed limit. It was resolved to contact Richard Bogg at CoYC to find out when the revocation will take effect and inform the correspondent of the action being taken.

e. Email regarding proposals for a Parish Liaison Group

An email had been received from Strensall Parish Council suggesting a Parish Liaison Group. Councillors queried whether this already existed in the form of the York Group of YLCA and it was resolved to respond (copying in YLCA) to thank them for the interesting suggestion saying that Fulford Parish Council already attended the meetings held by the York Group of YLCA and Parish Council meetings held by MPs and this was deemed a sufficient commitment of time at present.

An additional item of correspondence had been received (and circulated) following up on the request for quotes from Utility Aid. The quotes were considered and, it was resolved to instruct the Clerk to proceed with the recommendations to instruct CNG for gas and British Gas for electricity on fixed rates until 2023 with a projected saving in the region of £1600 per year.

18194. Financial Matters

a. To approve the following payments:

| | £ |
|--|--------|
| Cemetery | |
| First Data – Chip & Pin Machine | 30.98 |
| Fuel Genie – Cemetery Vehicles Fuel | 161.37 |
| BT – Monthly Phone | 68.98 |
| MJ Backhouse – Rabbit Control Agreement | 311.90 |
| Minster Engineering Co – Supplies for new gate | 91.20 |
| BATA – Supplies for new gate | 73.20 |

| | |
|---|---------|
| Amazon – Radar Padlocks | 27.60 |
| Viking – Office Chairs & Stationery | 133.84 |
| Selco – Gate Supplies | 152.56 |
| B&Q – Steel Chain | 5.34 |
| Fulford Flowers – Winter Pansies | 400.00 |
| <u>Parish Council</u> | |
| GiffGaff – Clerk’s Mobile | 7.50 |
| HP Instant Ink | 12.99 |
| HM Land Registry – Office Copies | 39.00 |
| Expend – Subscription Prepaid Card | 8.39 |
| <u>Planning</u> | |
| Walton & Co – Legal Fees | 2167.50 |
| Kings Chambers – Counsel Fees | 2100.00 |
| Shoosmiths – Legal Fees | 6164.00 |
| <u>Allotments</u> | |
| East Riding Horticulture Ltd – Ground Cover | 234.00 |
| <u>Social Hall</u> | |
| Locked Thermostat Cover | 24.24 |
| PPS – Toilet Rolls | 66.96 |
| <u>Staff Costs</u> | |
| Wages & Salaries | 7976.77 |
| HMRC | 2116.43 |
| NYPF | 2990.53 |
| Clerk Homeworking Allowance | 18.00 |

It was resolved to approve all payments.

b. To consider any transfer to the Expend Prepaid card

In the absence of any anticipated expenditure, no transfer in addition to the monthly £21 was agreed.

c. To note the bank reconciliation to 30/11/2018

It was noted that the Clerk reported that the bank reconciliation had been agreed by the Internal Auditor.

d. To note the budget year to date figures

The budget year to date figures were noted and the Clerk’s suggested options for virement were approved.

18195. To consider the draft budget for 2019/2020

Following consideration of the draft budget, it was resolved to keep the Precept the same as the previous two years at £33,000. Subject to some variations within some budget headers, the budget for 2019/2020 was approved.

18196. To consider any candidates for co-option and decide on any necessary action.

An interested party attended the Parish Council meeting in preparation for application as a candidate. The potential candidate will contact the Clerk if a decision to apply is made.

18197. 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

There were no new applications

On-going applications

- i) Connaught Court.

(1) 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. Clarification has been received from the case officer that the red line had not changed and that the inclusion of an additional detached garage did not require any further public consultation. A decision was thought to be imminent but it wasn’t clear whether the application would be considered by the planning committee or under delegated authority. It was agreed that Cllr. Aspden would query if this was going to

Committee and if not, he would call it in. If the matter goes to Committee, it was agreed that a member of the Planning Working Group will be sent to speak.

(2) Enforcement – car park.
Nothing further to consider.

- ii) 18/02169/FULM - Change of use of existing care home bungalows (use class C2) to residential dwellings (use class C3) and construction of associated car park and access road from Fulford Park. Royal Masonic Benevolent Institute Connaught Court St Oswalds Road York YO10 4QA - A Design and Access Statement had been recently submitted. It was agreed that if the application should be recommended for approval, a member of the Planning Working Group will be sent to speak.
- iii) 18/00495/FULM Site of Former Fordlands House 1 Fordlands Road York - Erection of 64 bedroom care home- no update received
- iv) 18/01653/FUL - Porch to front, single storey rear extension and increase height of existing roof with double doors to first floor rear elevation and 3 no. dormers to front - 3 Pasture Farm Close York YO10 4PZ – no update received

b. Enforcement Action

34 Eastward Avenue – no update received.

Unauthorised development at the Germany Beck site relating to 01/01315/OUT and 12/00384/REMM - Marketing suite, New sign at A19 junction – no update received.

- c. To note details of planning applications decided by City of York Council and decide on any necessary action
18/02084/FUL - Single storey side and rear extension - 72 Cherry Wood Crescent York YO19 4QN – Approved
18/01825/FUL - Two storey and single storey side extension and front porch (revised scheme) - 123 Heslington Lane York YO10 4HS – Approved

18199. To receive and consider an update on matters pertaining to Germany Beck and decide on any necessary action to include:

a. To consider the operation of ongoing works to the A19 junction and spine road and decide on any necessary action

Cllr. Aspden reported that traffic light sensors have been changed so that motorbikes and other such vehicles are recognised and that it has been agreed for a yellow box to be painted to enable cars to exit Fordlands Road.

b. To consider flood defences and decide on any necessary action

Nothing new to consider

c. To consider any update on the Liaison Advisory Committee

The Clerk reported that she has chased up a response to the Parish Council requests for a date for the next meeting of the Liaison Advisory Committee but has received no response to any of the requests made to date or to the Clerk's offer to assist in the organisation of the meeting.

d. To consider the allocation of street names.

There was nothing new to consider but Cllr. Aspden reported that he would continue to ask for local consultation on names for future phases.

To consider exclusion of the press and public from the discussion of any aspect of items 18199.e and 18199.f by virtue of s.1(2) of the Public Bodies (Admission to Meetings) Act 1960

It was resolved to exclude the press and public from the discussion of any aspect of items 18199.e and 18199.f by virtue of s.1(2) of the Public Bodies (Admission to Meetings) Act 1960

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

There was nothing new to consider.

f. Any update on 17/02687/NONMAT - Non-material amendment to permitted application 12/00384/REMM to alter approved plans and amend approved bat mitigation strategy. Germany Beck Site East of Fordlands Road York to include:

i) Consideration of information received from legal advisors.

The Statement of Facts and Grounds have been submitted. It was resolved to authorise the Clerk to sign the client care letter for the solicitors and it was further resolved that the Clerk and Cllr. Urmston would liaise with the legal advisors on along agreed lines and seek an estimate of costs for future options. It was agreed that should members of the public wish to donate funds towards the legal costs, any contributions would be welcomed by the Parish Council and would be ringfenced by the Clerk specifically for that purpose.

ii) Request made under the Freedom of Information Act

The information had been provided under the EIR Regulations on 3rd Dec following the Clerk's reminder but some documents had been withheld. Following consideration, it was resolved to thank CoYC for supplying the information and ask that they re-instate all the background documents for the non-material application on the website that were removed when the decision was issued. It was further resolved that the Clerk would request further information if required.

18200. To receive and consider an update from the Neighbourhood Plan working group and decide on any necessary action

There is no update on this at present. This item will be reconsidered once the Neighbourhood Plan working group requests it to return to the agenda.

18201. To consider the proposed business park (use class B1) including innovation centre with associated car parking, park and ride facility, hard and soft landscaping and highway alterations. Field adjacent A19 And St Nicholas Avenue York and decide on any necessary action

Following attendance and the presentation arranged by the developers and further consideration, it was resolved that the Planning working group would respond with the Parish Council's comments reporting residents' concerns. It was further agreed that the comments would be copied to Naburn Parish Council.

18202. To receive and consider any update on the Local Plan and decide on any necessary action

Cllr, Aspden reported that CoYC has now responded to the planning inspectors about the Local Plan and it is anticipated that a response will be available before Christmas and that such response will determine the timescales. Cllr. Aspden will send a copy of the response when available to Cllr. Urmston and Michael Courcier. anticipate a response before Christmas which will determine the timescales for next year.

18203. To consider tree protection and decide on any necessary action.

This item had been deferred to the Planning working group. This item will be reconsidered once the Planning working group requests it to return to the agenda.

18204. To receive and consider a report from the Cemetery working group and decide on any necessary action to include:

a. Consideration of correspondence received from Cross Lane resident;

The Clerk had circulated redacted correspondence from a resident together with the Clerk's response. It was agreed to respond further enclosing a copy of the application/agreement form drafted for key applicants.

b. Consideration of the purchase of a new sign for the disabled pedestrian access.

It was resolved to purchase a new sign for the disabled pedestrian access.

A draft application and agreement form had been drafted and circulated by the Clerk for applicants requesting access to the disabled pedestrian gate. It was resolved to implement the application and agreement as drafted.

18205. To receive and consider a report from the Cemetery Lodge working group and decide upon any necessary action

The Clerk reported that a meeting had been arranged for Thursday 13th December with the project manager to review the tenders received and find options for reductions in cost.

18206. To receive and consider a report from the Open Spaces working group and decide on any necessary action to include:

a. To consider the options for providers of playground maintenance

Cllr. Vevers had collated a list of potential providers and it was agreed that the Clerk would contact each of those on the list to request quotations.

b. To consider the recommendations on the initial legal advice and quotations in respect of an agreement for use/lease of open space to the Sports Club

As councillors were cautious about the scheme, it was agreed to defer the matter until Cllr. Vevers was in attendance to give him the opportunity to speak on the matter.

c. To consider the purchase of any additional litter bins for School Lane playing field.

See Item 18193.b.

18207. To receive and consider a report from the Social Hall working group and decide on any necessary action

The Clerk reported that the appointed caretaker had left and the Cemetery Superintendent was currently carrying out the cleaning at the social hall. It was agreed that the Clerk would contact a previous applicant who had been unable to attend the last round of interviews and obtain prices from commercial firms of cleaners for consideration.

To consider exclusion of the press and public from the discussion of any aspect of item 18208 by virtue of s.1(2) of the Public Bodies (Admission to Meetings) Act 1960.

It was resolved to exclude the press and public from the discussion of any aspect of item 18208 by virtue of s.1(2) of the Public Bodies (Admission to Meetings) Act 1960.

18208. To receive and consider reports from the HR panel and Clerk and decide on any necessary to include:

a. Staffing Review

Following the departure of the appointed street cleaner the cemetery staff have taken on the duties for the time being. Following discussion, it was agreed that the Clerk would contact a previous applicant who had been unable to attend the last round of interviews and arrange for the Cemetery staff to continue until an appointment can be made or failing that, until the end of March 2019 following which the situation will be reviewed.

b. Staff member's final pay

Following consideration, it was agreed to accept the appointed social hall caretaker and street cleaner's offer.

18209. To consider any updates on the York Jubilee Air Rifle Club building and decide on any necessary action.

Councillors noted that the York Jubilee Air Rifle Club had agreed to pay half the cost of the valuation and EPC report and that these had been instructed. Further consideration was deferred pending receipt of the reports.

18210. Confirm date and time of next meeting.

The next meeting of the Parish Council is on Tuesday 8th January 2019 at 19:30 and the meeting of the Cemetery Committee is on Tuesday 15th January at 10am.

The meeting closed at 21:37.

Vice-Chair