

Church Fenton Parish Council

Minutes of the Ordinary Council Meeting

Minutes of the Ordinary Meeting of Church Fenton Parish Council held on Thursday 26 November 2020 as a Virtual remote meeting (due to Covid19 govt lockdown).

In attendance: Cllr Sam Charlston (Chair), Cllr Ross Higham, Cllr Andrew Mason, Cllr Seguss, District Cllr Musgrave. Georgina Ashton, Clerk. In addition 14 members of the public.

Meeting started at 7.30pm

83. To note Apologies and Approve Reasons for Absence
Cllr Chester, illness. Reasons for absence were approved by Council.
84. To note any Declarations of Interest and to approve any Dispensation requests
None
85. Public Participation Period (no longer than 30 minutes)
Members of the public are politely reminded to speak for no more than 5 minutes.
None
86. Reports
District Councillor(s), County Councillor, Police
District Councillor Musgrave provided a few updates from the district.
- (i) Public Inquiry relating to 50 new homes behind the Church/off Main Street – the Inquiry will take place on 9 February 2021 for 4 days. Additional comments need to be provided by 14 December for the linked appeal regarding the new access road off Main Street. The 2nd application for the new road access (2020/1168/FUL) is going to Planning Committee at Selby District Council on 09 December 2020. Both applications will be presented and considered for the access road, however the Planning Authority will give a “minded to” decision on the application which has gone to Appeal with the Planning Inspectorate (2020/0821/FUL). A decision will be made on the 2nd application (2020/1168/FUL).
 - (ii) Unitary Council proposals – 2 proposals have been put forward for the re-organisation of North Yorkshire. One of the districts, Hambleton has withdrawn their support for either proposal. The 2 proposals are as follows (1) one North Yorkshire Unitary council with one planning framework for the whole of the county. (2) a split into two councils which effectively splits the county into an East and West district. District Cllr Musgrave explained his concerns about the distance of some villages from Northallerton eg 50 miles away. These 2 proposals will go forward to central government for a ministerial decision.
 - (iii) Local Plan – next round of Local Plan consultation will take place between January and March 2021, where there is a focus on specific identified sites within the district. This is called the Preferred Options round and will provide some further consultation to Parish Councils and members of the public.
87. To approve Minutes of the Ordinary Meeting of Church Fenton Parish Council held on 15 October 2020 and minutes of the meeting held on 04 November 2020 (inquorate).

Resolution: It was resolved that the minutes of the meeting which took place on 15 October 2020 and 04 November 2020 were a true and accurate record.

Church Fenton Parish Council
Minutes of the Ordinary Council Meeting

88. Planning

a. Applications to be considered since the last meeting

Date Received	Consultee deadline	Planning reference	Address	Details
12 October	9 November	2020/1060/HPA	1 Rose Lane, CF	Demolition of existing outbuildings and replacement with single storey flat roof extension
20 October	20 November	2020/1139/S73	Old Forge Cottage, Main Street	S73 to vary condition 02 (plans) for erection of double garage
04 November	04 December	2020/1168/FUL	Main Street, Church Fenton	Construction of new access road off Main Street to serve outline consent 2015/0615/OUT
09 November	14 December	APP/N2739/W/20/3262038	Main Street, Church Fenton	Planning appeal (to be dealt with at Inquiry and linked to previous appeal) for new access road off Main Street, to serve outline consent 2015/0615/OUT

Resolution: No additional comments from Council.

b. Planning Decision Notices – **approved and declined**

2020/0764/MAN2	Non-material amend to REMM for land adjacent to Station Mews, CF	Permitted
2020/0787/HPA	1 st floor extension, 10 Laurels Farm Drive	Permitted
2020/0803/HPA	Demolition of conservatory and single storey extension, Rosegarth, Church Street	Permitted
2020/1024/MAN2	Bellway Homes Ltd, non-material amend of 2019/0325/FULM	Permitted
2020/0995/S73	Sycamore Farm, Brackenhill Lane	Permitted

c. To consider any Planning Enforcement Issues - NONE

d. To consider any additional information / update on Planning Appeals in the Parish - information regarding the Public Inquiry APP/N2739/W/20/3258833 (including linked Appeal) and Planning Appeal by written representation for Hilahgarth AP/2020/0030/REF.

No additional comments from Council – Public Inquiry is scheduled for 09 February 2021 for 4 days.

89. Policy

a. To Consider and adopt the following new policies

- (i) FOI Policy / FOI Vexatious Policy
- (ii) Rules for Public Session
- (iii) Scheme of Delegation
- (iv) Anti-Harassment & Bullying Policy

Resolution: To adopt and ratify the following policies from the date of this meeting; FOI/FOI Vexatious Policy, Rules for Public Session, Scheme of Delegation, Anti-Harassment and Bullying Policy.

90. Staffing

a. To note the 6 monthly Appraisal and review of work for the Clerk.

This will be deferred to the February meeting and will become the annual appraisal and review of the Clerk.

Church Fenton Parish Council

Minutes of the Ordinary Council Meeting

b. To consider annual pay award for the Lengthsman, Stephen Fisher.
Spreadsheet sent to Councillors with recommendation of increase in pay for the Lengthsman in line with the UK Living Wage increase from £9.30 per hr to £9.50 per hr from 01 November 2020. Annual increase in salary costs to the PC is circa £57.80 per year.

Resolution: To approve the UK Living Wage increase for the Lengthsman from 01 November 2020 from £9.30ph to £9.50ph.

91. Environment

Change in order of agenda at request of Cllr Seguss, approved by Chair, Cllr Charlston

91. (g) To consider Christmas Tree & Lights for 2020

Chair had been contacted by a resident, Matthew Abraham-Thomas, with regard to the Christmas lights (on lampposts) and the Christmas tree on the village green. This is usually led by Craig Blakey (who resigned as a Cllr in Oct 2020), purchasing a 15ft tree from Milford Plant. Cllr Seguss sourced two quotes for £150 from Fields Garden Centre (delivered) and £195 from Milford Plant (delivered). Both for 14ft trees as no 15ft trees were available. Lamppost lights and tree lights passed to Matthew Abraham-Thomas to do a functionality test on them. Although Craig Blakey has resigned as a Cllr, he is still willing to provide storage for the equipment once taken down. Cllr Seguss suggested that the PC form a Christmas committee in 2021 involving Councillors and non-council members going forward. This was agreed in principal and also to invite members of the CF Community Shop and the Community Hub.

Resolution: To form a Christmas Committee in 2021.

Resolution: To purchase a Christmas Tree 14ft (delivered) for £150 from Fields Garden Centre.

a. Highways Committee

To note Councillor Higham's report from the 1st committee meeting; accept the minutes of the meeting and the Committee Terms of Reference.

Cllr Higham presented a verbal report and feedback from the two recent Highways committee meetings that have taken place in the past 10 days. It was agreed that the Clerk would be secretariat for these meetings. Sincere thanks by the Chair of the committee to the Clerk for the research, work and proposals provided to the committee to support their progress in a tight timeframe. The Council has secured a successful grant application from the AJ1 Road Safety Fund for £4,295.76. However, to draw down these funds, there needs to be an agreement in principal from full council to match fund this figure from ring fenced funds. There is currently £5,407.50 in the CIL funds. A proposal of spend of the grant awarding monies was provided, this includes the following traffic calming measures and improvements in the parish:

Common Lane – marker posts on entry to the 30mph zone; Church Street – gated entrance and marker posts; Busk Lane – gated entrance and marker posts; leaflets – a series of maildrops over a 12-month period to reinforce the road safety message (to include website, Facebook, Fenton in Focus and maildrop); staffing and installation costs of the measures.

Church Fenton Parish Council

Minutes of the Ordinary Council Meeting

Longer term strategies suggested by the Highways Committee were also presented to full council, these include:
Proposal of a tree line entry to the village on Common Lane; consider completion of additional 95 Alive campaign forms in other areas of the village where speeding is a cause for concern eg Main Street adjacent to the school/nursery, bend at Hilahgarth/Main St play park and entry to the village on Common Lane (adj to junction with Rose Lane); investigate feasibility of a road chicane on Busk Lane entry to the village; write to County Cllr Lee re Community Speed Watch programme and CFPC being ineligible at the present time; to pursue the reduction of the speed limit on Busk Lane from 40 to 30mph. It was suggested that this will involve liaison with Ulleskelf PC and a request for the Clerk to contact Ulleskelf PC for the two parishes to work alongside on this issue.

Resolution: The Council agreed to match fund the grant application through the CIL monies ring-fenced funds of £5,407.50 to the AJ1 Road Safety Fund.

Resolution: To approve the proposal from the Highways Committee for the AJ1 Road Safety grant spend of £4,295.76.

Resolution: To resolve approval of the medium and longer term strategies to be progressed by the Highways Committee from 2021.

b. Public Rights of Way

To note any updates on public footpaths within the Parish

FP7 – Clerk had received email and had a discussion with new tenant at The Fenton Flyer and the PROW that follows the building line off Main Street. New tenant extremely supportive of the PC and the local community. Path will be cleared and kept in good order. Arm chair and mattress already removed. Conscious of number of beer barrels stacked, will reduce as soon as lockdown is over and delivery can take place.

FP4 – Clerk had received notification from NYCC Footpath Officer that the current walked path from Main Street is incorrectly sited for the first 40m or so to the back line of the village hall. The FP is on the list for a new finger post to be sited on Main Street adjacent to the village hall so that the FP takes a line through the (locked) gates alongside the village hall to the rear boundary line and then due south to join the current walked path on meeting the bushes/hedgerow. Landowners have been notified.

c. To Consider the replacement of Bench on Busk Lane - Small Claims Court form completion.

Clerk had prepared a Small Claims court application form and provided to Council on email. Short discussion took place and it was agreed after writing 5 letters this year to the developer that a claim would now be made.

Resolution: To approve the Small Claims Court form for submission to the Court and agree the associated fee (£80).

d. To consider the plans for S106/CIL spend on Play Space Provision at Main Street Play area.

Clerk provided the current quotations from Kompan and Streetscape. Discussion took place over prescriptive and non-prescriptive exercise equipment. Agreement that final quotations will include: multi goal area with artificial grass, refurb of the fort slide, a set of non-prescriptive exercise equipment to include monkey bars, dip bench, steps, parallel bars etc. S106 funds are available up to £27,500. This funding will start to expire from November 2021 so action needs to be taken as soon as possible. Clerk to seek final quotations prior to the next meeting.

Resolution: To agree in principal the final proposals for the refurbishment / new equipment on Main Street Play area. Clerk to seek 3 quotations for the next meeting.

Resolution: Council agreed to pay for the replacement and fit of a new springer seat at the Sandwath Play area for £298 + VAT.

g. To consider Christmas Tree & Lights for 2020

discussed earlier in the agenda.

Church Fenton Parish Council

Minutes of the Ordinary Council Meeting

h. To note Adoption of Phone Box – opposite Fenton Flyer

Discussion took place regarding options for the redundant phone box which was adopted by the PC on 12 November 2020. It was agreed to wait until the completion notice on the 2nd box was received (Station Road/Main Street) before considering the decision of the function of both boxes going forward. Options include defibrillator, food bank, library etc. Cricket Club have proposed that they would like it to be a defibrillator station as it is near to both the Cricket Club ground and the football ground.

92. Finance

a. RFO Finance Report - *To approve the Bank Reconciliation to 5 Nov 2020 and to note budget monitor.*

b. Payments - *To consider and approve the invoices for the payment schedule from 1 Oct to 1 Nov 2020*

c. Loan Repayments for forthcoming financial year 2021/2022

Invoice – HAGS Ltd - £298 – supply and fit new springer seat to broken play equipment on Sandwath Drive

Invoice – Steve Naylor - £156 – supply materials and fit/repair PC bench on Station Road

Resolution: To approve the Finance Report as prepared by the Clerk and to approve the work for repair of broken springer seat on Sandwath Drive play area.

93. To receive Representatives Reports

Cllr Mason – attended a seminar on Cemeteries and Graveyards. Useful but thought it may be helpful for the Clerk to attend the next one to support the graveyard acquisition.

Cllr Seguss – received complaints about increased dog fouling on the pavements. Suggestion of stencilling on the pavement a reminder message to dog owners to pick up dog litter. Clerk informed Council of spray paint is available.

Cllr Seguss to locate stencils (either with Cllr Chester or resident in Brockley Close).

Cllr Higham – nothing to report

Cllr Charlston – received comments of support regarding defibrillator station in redundant phone box adjacent to The Flyer and resident requiring information on Christmas Lights and tree (dealt with on agenda this evening).

94. To note Correspondence received (not specifically dealt with on this agenda)

a) Clerk has set up an FOI register as has received 4 requests under the Freedom of Information Act 2000 since the last meeting.

95. To note Agenda Items for:

a) Next meeting – Precept setting for 2021/2022. Local Plan, Play Space provision & SI106/CIL spend. Highways, Graveyard acquisition, Govt Planning Reform, Covid19. Preferred Options paper from SDC with regard to the revised Local Plan.

Future meetings - Village Entrance boundary sign. Defibrillator purchase for redundant phone box. Budget variances & budget headings. Strategy Parish Plan. Covid19 Action Group. Streetlighting Consultation. Use of Survey Monkey for communication with Parishioners. Policy. Neighbourhood Plan submission. HS2. Devolution of District and County Council. ST1 Post box.

96. To confirm Date and time of next meeting – Thursday 07 January 2021 at 7:30pm, venue TBC

Meeting closed at 9.30pm