

## Church Fenton Parish Council

### Minutes of the Meeting of Church Fenton Parish Council held on Thursday 16<sup>th</sup> June 2011 at the Village Hall, Main Street, Church Fenton

Present: Cllr Stephen Johnson – Chair  
Cllr Andrew Mason  
Cllr Jo Mason  
Cllr Chris Dibbs  
Cllr Craig Blakey  
Jeremy Sherlock (Clerk)  
5 Members of the public

16. Appointment of Co-opted Councillors

Following the process agreed at the April meeting it had been agreed to co-opt 2 additional Councillors. This leaves 2 vacancies.

**Resolved that Christopher Dibbs and Craig Blakey be co-opted as Parish Councillors.**

17. Apologies and Declarations

None

18. Public Session

a) David Herbert reported that he had attended the local CEF meeting, which he felt was helpful.

19. Reports

Community Police – advised of a burglary in Sandwath Lane, otherwise Church Fenton is seen as quiet.

20. Minutes of the Last Meeting

**Resolved that these represented a true record of the meeting.**

21. Matters Arising

Jill Wilkinson had provided some additional information about the Christmas lights. 6 are to be provided on lampposts near the school. They are fixed by straps.

22. For Discussion

a. **Parish Council Plan** – the Clerk circulated a framework which was welcomed. Issues discussed included:

- i. **Funding** – the need for a realistic relationship between proposals and funding, though this shouldn't stifle ambition
- ii. **Partners** – the potential of identifying delivery/ funding partners
- iii. **Consultation** – as the elected body it is appropriate for the Council to develop proposals, with consultation at the draft plan stage.

**Resolved that potential actions and priorities be discussed at the next meeting**

b. **Newsletter** – this would improve engagement, but it was felt that a stand-alone publication would be time consuming. It was felt that the potential for including an A5 page in an existing publication "Chapel Chat" should be explored. Cllr Jo Mason indicated that she would be happy to produce copy.

**Resolved that the Clerk would contact Chapel Chat to offer to fund an A5 page for Parish Council issues**

c. **Millennium Signs** – Cllr Jo Mason has arranged a meeting to discuss the details of the construction of the sign on Common Road.

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- d. **Network Rail issues** – Cllr Jo Mason has a meeting with Network Rail which will consider the following:
- i. Responsibility for fencing in the Railway Bridge area.
  - ii. Noisy track side alarms – Network Rail had confirmed that they bought the wrong alarms, and that they are being replaced.
  - iii. Prior notification of Engineering Works
  - iv. Volume of Station announcements
  - v. Littering from workmen's vans

She will report further at the next meeting.

- e. **Selby Rail User's Group** - the Secretary had provided some additional information about the Group's current activities.

**Resolved that the membership be renewed, and a representative be invited to a future meeting.**

- f. **Sandwath Drive Estate Play Area** – work is due to start next week. On completion the site can be adopted.
- g. **Local Works** – a request had been received from Localworks to support a proposal from Leiston Parish Council to require applicants of major developments to
- i. attend a meeting of the local Town or Parish Council, or of a duly called Town Meeting, to answer questions on the application for development; and
  - ii. fund the council or duly called town meeting to commission an independent report on the application and critique of any reports that the applicant has submitted in support of the application for development.

Whilst there was some support for the spirit of the request it was felt more appropriate to be considered by a representative organisation (e.g. YLCA, NLCA) rather than individual Councils. These issues are being considered through the development of the Localism Bill.

**Resolved that the Clerk respond accordingly**

- h. **Relaxation of Planning rules for Change of Use from Commercial to residential** – it was felt that this would have limited impact on Church Fenton, and that no comments are required.

23. Request for representatives on the Village Hall Committee

It was agreed that the Parish Council would be represented according to Councillor availability, and that the Clerk would check and advise of future meeting dates.

24. For Information

The Clerk advised that Selby DC had confirmed that there is Section 106 balance of £7799-97 remaining. It had been agreed that this should be split between the bowls club and cricket club. Formal approval has been received from the Council for the bowls club contribution.

25. Planning

Application for Consideration

2011/0537/HPA

First floor extension and single storey side rear extension

Church View, Church Street, Church Fenton

**Resolved that no observations be made on the application**

Applications Approved:

Single storey rear extension to provide new utility room and boot room, replacement windows, internal alterations and external works

Oakdene, Brackenhill Lane, Church Fenton

Applications Withdrawn/Refused

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None

### 26. Finance

- a) The current account balance at the end of May was £14,438.77, and the savings account balance £6,323.49.
- b) The Bank contact details have now been changed. It has been discovered that payments to the previous Clerk have not been cancelled. The Chair will write to the former Clerk to recover the money.
- c) A payroll arrangement for the Clerk and lengthsman will need to be put in place following advice from HMRC. This will be done in house.
- d) The Asset Register needs developing. It was agreed that a lamppost survey would be carried out, and a photographic record developed for other assets. There is some uncertainty about land ownership.

#### **Resolved that the Clerk undertake Land Registry searches if necessary**

- e) The annual return and audit will be delayed due to the problem of sorting out the Bank information. This will be presented to the next meeting.
- f) **The following payments were agreed:**

**J Sherlock – salary - £229.49**

**T Freeman – salary - £301.60**

**T Freeman – expenses - £13.00**

**SLCC Northern Conference – £78.00**

**Reference Books - £70.75**

**J Sherlock – expenses - £25.33**

**Selby and District Rail Users' Group - £10.00**

**Working with Your Council – £10.00**

### 27. Income

Precept – first payment

VAT refund - £249.88

### 28. Conduct of Meetings

There was a discussion about the future conduct of meetings to ensure a balance between the role of the Councillors and involvement of attendees. It was agreed that this is best handled by the Chair who can ensure opportunities for community comment at appropriate times.

### 29. Clerks Report

The Clerk has attended the SLCC Northern Conference, and the Selby District YLCA meeting. The Localism Bill was a key issue at both, but it will be some time before it will impact on Parish Council activities.

### 30. Agenda Items for Next Meeting on Thursday 21<sup>st</sup> July at 7:30 pm:

4 Years Parish Council Plan

Village Directory

Annual Return and Audit

Meeting closed at 9:25 pm

**Jeremy Sherlock; Clerk; [clerk@church-fenton.net](mailto:clerk@church-fenton.net); 07981 371937**