



# Wheldrake Parish Council

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## MINUTES OF WHELDRAKE PARISH COUNCIL MEETING HELD AT 7PM IN CHURCH COTTAGE ON WEDNESDAY 31<sup>ST</sup> JANUARY 2018

**Chairman: Cllr S Mercer**

**Acting Clerk/RFO: Mrs H Guest, 40 Linden Way, Thorpe Willoughby, YO8 9ND**

### Part 1

#### **18001: Apologies/Attendance:**

- a. Attendees: Cllrs Mercer, Arnold, Jordan, Vass, Nelson, Southern, Surtees, Gilks, Myers and Buckle, plus twelve members of the public.
- b. Apologies: Apologies were received from Cllr Gilligan – it was resolved not to accept reason.
- c. Attendance Book: Book unavailable due to absence of Clerk.

**18002: Interests:** Chair reminded members to make any declarations of interest in any agenda items – None received.

**18003: Welcome: Chair** welcomed councillors and visitors to the meeting.

#### **18004: Minutes**

- a. To resolve to defer approval of the December 2017 Minutes to the next meeting due to the absence of the Clerk.

**18005: Council** to receive comments on agenda items or other questions/comments from electors present.

*(For information only; clerk to make notes of comments; no answers or discussion at this meeting)*

Items received by the Clerk since the last meeting and to resolve any action to be taken:

1. Resident queried whether the Council was aware of a potential housing development to the east of the industrial estate located on the western side of the village.
2. Resident asked when the December 13<sup>th</sup> meeting minutes would be available. Clerk responded.
3. Resident suggested that the Confidential session during meetings is being overused: Clerk responded to say that the session is being used appropriately and in line with statute.
4. Resident requested that City of York Council be asked when the repair work is due to be carried out on Main St at the Old Railway crossing to deal with the pooling water.
5. Resident commented on the traffic issues on Broad Highway and asked when passing places would be constructed following the commencement of business at the egg factory (see item 18013 below).
6. Two residents asked whether the potholes on Broad Highway were due to be repaired (see item 18013 below).
7. Two residents complained about the damage being caused to the verges on Broad Highway by people parking vehicles (see item 18013 below).
8. Resident asked about the current position regarding the 'quiet lane' status of Broad Highway (see item 18013 below).

9. Resident asked when a statement might be given about the issues which were reported to YLCA regarding the Parish Council governance. Clerk advised that this statement was published in the Minutes from the meeting held on 29<sup>th</sup> November.
10. Resident noted the new dog bins in the village and also the replacement bins, which have been purchased from Ward funds.
11. Resident expressed concerns about the external auditing requirements for grant applicants and that they might be prohibitively expensive. Clerk advised that local groups have been advised of requirements and that they should not be prohibitively expensive.
12. Resident requested a breakdown of expenditure for the past two financial years – Clerk dealing.
13. Resident asked whether more comprehensive financial information can be provided on the website – Cllr Mercer explained the current difficulties being experienced with the website and that the Council is looking into a more user-friendly website.
14. Resident commented that there have been a number of police incidents within the Parish and that there hasn't been any police presence at meetings in some time. The Clerk has been in contact with the PCC's office who informed that "Currently, PCSOs Chris SIMSPON and Jake MORRIS have this area as part of their responsibility, York Neighbourhood Policing Team (NPT) is currently undergoing a slight restructure so this may change in the next few months".

Items received during the public session:

15. A WRA representative submitted documentation. At Chairman's discretion, this to be discussed during the Confidential session at the end of the meeting.
16. Other items raised are reported throughout these Minutes (PC finances and Broad Highway).

**18006: Councillor Vacancy:** Following the last meeting, Cllr Dudley-Smith resigned from the Parish Council. The Clerk reported the vacancy to the Monitoring Officer and a Notice of Vacancy has been added to the website – this has expired. The Council resolved to co-opt Andy Bell, who was an applicant for the previously advertised positions into this vacancy. Note that Jo Goode is unable to attend this meeting and will take up her position as a Councillor at the February meeting.

**18007: Reports,** for information only, from:

- a) Ward Councillor: Cllr Mercer reported that both the LWPG and the Executive have approved the Draft Local Plan in its original form, despite a number of attempts to modify the original document.
- b) Police
  1. Monthly police report for December indicated that there were no incidents of note during December.
- c) Other – None.

**18008: Planning:** To resolve comments on the following:

1. **Applications:**

- a. 17/02921/FUL: Single storey front, side and rear extensions at 30 The Cranbrooks, Wheldrake. Extension of time for responses applied for. No objections.
- b. 18/00022/FUL: First floor side and single storey rear extensions at 3 Harcourt Close, Wheldrake. No objections.
- c. 18/00056/FUL: Single storey rear extension and replacement windows at 3 Forge Close, Wheldrake. No objections.
- d. 17/02665/FUL: To note revised plans have been submitted for Puffin House, North Lane, Wheldrake. No objections.
- e. 18/00003/FUL: Received post agenda preparation – Alterations and extensions to 39 Valley View, Wheldrake. No objections.

2. **Decisions:**
  - a. 17/02704/TCA: Reduce and shape Judas tree in Conservation Area at Salamanca, North Lane, Wheldrake. Decision not to make a TPO and therefore works approved.
  - b. 17/02187/FUL: First floor rear extension at Orchard Farm, Wheldrake Lane, Wheldrake. Approved.
  - c. 17/02591/FUL: First floor front and single storey rear extensions at 3 Greengales Court, Wheldrake. Approved.
3. **Consultations/Other:**
  - a. 17/01895/FUL: Retention of existing rooflights to side roofslope at 35 The Cranbrooks – Noted that an appeal has been made to the Secretary of State following the refusal of this application.

**18009: RFO to report** on closing balances and recent payments.

- a) **Payments made under delegated powers:**
  1. None.
- b) **Payments to be made**

1. Autela Group Ltd (payroll)	£38.40
2. YLCA (Clerk advert)	£15.00
3. Toby H Johnson (Lengthsman)	£1,216.00
4. Playscheme (repairs to play park)	£498.00
- c) **Receipts:**
  3. None.
- e) **Other:**
  4. Noted payment of Clerk's salary.
  5. Noted that Referendum Principles have been extended for Parish Councils for a further 3 years.
  6. Auto enrolment into workplace pension for Clerk has been postponed until 6<sup>th</sup> February 2018. Noted.

**18010: Reports from Committees and Working Groups:** Noted that none of the Groups have met since the last full meeting.

1. Finance & Admin Committee.
  - a. Acceptance of revised Standing Orders – deferred to next meeting.
  - b. No report.
2. Planning Working Group. It was resolved that Cllr Buckle join the Working Group. No report.
3. Village Maintenance & Play Park Working Group. No report, other than repairs have been completed.
4. Communications Working Group. No report.
5. Website Working Group. It was resolved that Cllr Bell join the Working Group. Cllr Myers resigned from this group recognising that others had a better knowledge in this area for the benefit of the Council.

**18011: Councillor Training Session:** Date for the next Councillor training session – deferred to next meeting, by which point, the Council should be up to full strength and those who have not yet attended can advise their availability.

**18012: General Data Protection Regulations:** These come into force on 25<sup>th</sup> May 2018 and includes the appointment of a Data Protection Officer for the Council. Deferred to next meeting.

**18013: Crockey Hill Roadworks:** Due to be completed between January and May 2018. Highways have issued letters to residents and are providing updates via their website and the press. These to be repeated on the Parish Council website and Facebook page.

**18013: Broad Highway:** A number of issues have been raised regarding Broad Highway:

1. Damage to verges.
2. Passing places as a result of egg factory have yet to be constructed.
3. Numerous potholes which are in need of repair.
4. 'Quiet Lane' status.

Following discussions, it was resolved to establish the ownership of the verges and then identify the respective landowners, which may help with the stalemate that seems to exist between the farmer who has agreed to put in place the 'passing places' and CYC Highways. The condition of the road surface and the verges was causing major issues and this will be followed up with the relevant parties.

**18014: Meeting Venue:** Councillors discussed a number of further possible options and Cllr Southern to conduct an evaluation of these options and report back to the Council in respect of suitability, before any final decision can be determined.

**18015: Correspondence received:**

1. Rural Services Network news items forwarded to Councillors.
2. Yorkshire Wildlife Trust: Recruitment of Stock Checkers on Wheldrake Ings – poster for display.
3. City of York Council – information regarding extra black bin collections over Christmas.
4. Mobile Library Service Stakeholder Consultation Workshop to be held on 12<sup>th</sup> February.
5. Various advertising leaflets received.

**18016: Comments from public present on agenda items:**

1. Repeat of item 18005.12.
2. Further concerns expressed regarding the condition of Broad Highway – verges and potholes.

**18017: Items for the next agenda**

1. Poor condition of grassed areas adjacent to the pavements along Main Street caused by a variety of different vehicles driving over or parking on the grass.

**18018: The dates of future meetings were noted:** all meetings are to be held on Wednesday evenings at 7pm – venue to be confirmed:

2018 – 28<sup>th</sup> February, 28<sup>th</sup> March and 25<sup>th</sup> April.

**Closure of Part 1 meeting.**

**Part 2**

**18019: Confidential business:** It was resolved to exclude Public and Press on the grounds that matters for discussion affect individual staff members/procedures/legal/finance issues.

**18020: Finance and Admin Committee – Staffing:** The Clerk's vacancy has been advertised, but following discussion and at Chairman's discretion, it was resolved to advertise the Clerk's vacancy for a further period and more locally.

**18021: Website provision.** Following discussions, Cllr Bell agreed to look at the current website to see whether it can be made more user-friendly. He will report back to the next meeting.

**18022: Councillor workload.** Cllr Mercer reported that due to her being appointed to an executive position within CYC, it would be difficult to devote as much time as previously to Parish Council work. Cllr Arnold agreed to take over some of the workload in order to assist the Chairman and the Parish Council.

Item 18005.15 moved to this point in the agenda: WRA documentation handed over during public session included an analytical review of the WRA accounts in order to secure the release of grant monies. After some discussion, it was resolved that advice should be sought to clarify whether this adheres to the Grant Awarding Policy. It was noted that a forward projection had still not been received and so it has not been made clear how the WRA intend to raise funds to repay outstanding loans – without this, handing over Grant money could be deemed reckless.

**9.40pm: Closure of meeting.**

Signed.....

**Cllr S Mercer, Chairman**

28<sup>th</sup> February 2018