



Wheldrake Parish Council

wheldrakepc@gmail.com

**OFFICIAL NOTICE OF WHELDRAKE PARISH COUNCIL MEETING TO BE HELD AT 7PM IN
CHURCH COTTAGE ON WEDNESDAY 7TH MARCH 2018**

**NOTE THAT THIS MEETING WAS RESCHEDULED FROM 28TH FEBRUARY 2018, DUE TO THE
POOR WEATHER CONDITIONS.**

Chairman: Cllr S Mercer

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

**Meetings are open to the Press and Public except for any item labelled as part 2 under the
Public Bodies (Admission to Meetings) Act 1960, Section 1**

**Press and public may not speak when the council is in progress; when councillors are discussing council business; when
councillors are in the process of decision making.**

- Any elector is entitled to attend this meeting and any concerns, questions or suggestions will be taken after the Chairman welcomes those present. The time for this will be limited to 5 minutes.
- Listeners may also speak at the end of the meeting (for information only).
- Decisions cannot be made at this meeting on items not on the agenda.
- Councillors, clerk, public and press are requested to sign the attendance book.

**Councillors are summoned to attend the Meeting of the Parish Council detailed above and to consider and
resolve the business to be transacted on the agenda below.**

Agenda items

Part 1

18023: Apologies/Attendance:

- Attendees:** Clerk to note Councillors and visitors present at the meeting.
- Apologies:** Council to receive apologies and any reasons for absence from councillors; to consider and resolve whether or not to accept any reasons given.
- Attendance Book:** All present are requested to sign the Attendance book.

18024: Interests: Chair to remind members to make any declarations of interest in any agenda items.

18025: Welcome: Chair to **welcome** councillors, clerk and visitors to the meeting.

18026: Minutes

- To resolve whether to accept the Minutes of the meetings held on 13th December 2017 and 31st January 2018, including Part 2 items, also the Finance & Admin Committee Meeting Minutes from 4th December 2017.
- If approved, Chairman to sign minutes as a true record.

18027: 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 why some financial matters were not debated in the public session of the meeting – Clerk advised that the use of the Confidential session was appropriate in this instance.
2. Resident queried reasons for Councillor resignations from the WRA. Resident directed to historic Parish Council Minutes.
3. Resident raised the issue of tractors passing each other and other road users by driving on the verges of Main Street causing damage. Resident asked whether local farming staff and contractors cease this practice.
4. Resident raised the issue of damaged grass verges outside No 8 North Lane – possibly due to building works – and whether the builders’ vehicles could be asked to park where damage will not be caused.
5. Resident raised the issue of potholes on Broad Highway – Clerk advised that this is not a Parish Council responsibility, but that the Parish Council and Ward Councillor have reported the issue to CYC who have confirmed that these repairs are on their works list. It is not, however, known when the work will be completed.
6. Resident asked whether the PC has been informed about the planning application at 39 Valley View. Clerk responded to say that it had and had submitted comments of no objections.
7. Resident requested that the gravel on the snicket between the School and Costcutters be topped up, as it is becoming muddy in wet weather.

18028: Councillor Vacancy:

1. As previously resolved, Joanne Goode to be co-opted onto the Parish Council, then to complete an Acceptance of Office form, witnessed by the Clerk and a Register of Interests form.
2. Further, to note the resignation of Cllr Gilligan. The Monitoring Officer has been informed and has issued the Notice of Vacancy.

18029: Reports, for information only, from:

- a) Ward Councillor
- b) Police

1. Monthly police report for January 2018 indicated that there were 3 burglaries during the month.

2. Information that the Police and Crime Commission holds a public accountability meeting every month which are available live on the PCC’s website. The next meeting is due to be held on 27th February – further dates and details available on the PCC website.

3. NYP are looking at developing an Community Safety Information Roadshow around some of York’s Outer Villages, where they believe there is a high perception of crime. Councils have been asked whether they would like to contribute to this event.

- c) Other

4. Sandholes Wood update: Paul Hodgson has reported that the pigeons cull has taken place; there has been little evidence of rabbit damage, thought to be largely due to the fencing erected; the track is very wet and muddy at present, but is expected to dry up in the next few weeks and that the sign can be erected in due course; there has been some fly tipping of tyres, which he has removed

18030: Planning: To resolve comments on the following:

1. **Applications:**

- a. 18/00253/FUL: Single storey side extension to garage and formation of pitched roof at Westlea, 2 North Lane, Wheldrake.

2. **Decisions:**

- a. 17/02780/FUL: Single storey side extension and pitched roof over existing flat roof garage and porch (revised plans) at 33 Courtneys, Wheldrake. Approved.
- b. 17/02729/FUL: Single storey side extensions and installation of window to front with timber boarding at Davaar, 20 North Lane, Wheldrake. Approved.
- c. 17/02921/FUL: Single storey side and rear extensions incorporating render to the rear at 30 The Cranbrooks, Wheldrake. Approved.
- d. 17/02665/FUL: First floor side extension, single storey front and rear extensions and conversion of garage into living accommodation at Puffin House, North Lane, Wheldrake. Approved.

3. Consultations/Other:

- a. City of York Local Plan – Publication Draft (February 2018) Consultation. Previous consultation has taken place on Preferred Options (2013), Further Sites Consultation (2014), Preferred Sites Consultation (2016) and Pre-Publication Draft consultation (2017). The consultation period for the Local Plan Publication draft (2018) document starts on 21st February, until 4th April 2018 and comments are invited as to whether the Plan is ‘lawful’ and ‘sound’. To resolve any response.
- b. East Yorkshire Notice of adoption of the Lower Derwent Valley Supplementary Planning Document: Development proposal guidelines available at: <http://www.eastriding.gov.uk/spd>

18031: RFO to report on closing balances and recent payments.

a) **Payments made under delegated powers:**

1. None.

b) **Payments to be made**

- | | |
|------------------------------------|---------|
| 1. David Liptrot (reimburse trees) | £99.00 |
| 2. CH Guest (receipted expenses) | £69.97 |
| 3. Wheldrake PCC (room hire) | £175.00 |

c) **Receipts:**

3. None.

e) **Other:**

- 4. To note payment of Clerk’s salary.
- 5. Information from CYC that Double Taxation claims should be made by 18th March.
- 6. Grant applications: update on Grant applications by Chairman/Clerk. To include WRA grant queries – Chairman of WRA (if in attendance) to be invited to join discussions in order to progress matters.
- 7. Freedom of Information requests – to note that the Clerk has received 3x FOI requests. These to be discussed during the Confidential session.

18032: Reports from Committees and Working Groups:

- 1. Finance & Admin Committee.
 - a. To resolve whether to accept revised Standing Orders.
 - b. To receive any report from the Committee.
- 2. Planning Working Group.
- 3. Village Maintenance & Play Park Working Group.
- 4. Communications Working Group.
- 5. Website Working Group.

18033: Councillor Training Session: To agree a date for the next Councillor training session.

18034: General Data Protection Regulations: These come into force on 25th May 2018. Clerk to brief Council on information received to date, which includes the appointment of a Data Protection Officer for the Council.

18035: 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 (most recently, 6th March). To discuss latest updates and resolve any actions.

18036: Broad Highway: Complaints continue to be received by the Parish Council, however, it is City of York Council who are responsible for public highways and planning. To note that enquiries are ongoing regarding establishing actions and time frames and to resolve any further action.

18037: York Litter Heroes: York's annual spring clean event to take place on or around the weekend of 2nd to 4th March. Part of the Keep Britain Tidy's 'Great British Spring Clean', the event seeks to inspire people to roll up their sleeves and get involved in community litter picks and 'tidy-ups' in wards across the city. To resolve any action.

18038: Meeting Venue: Cllr Southern to report on findings regarding a larger meeting venue. To resolve any actions.

18039: Correspondence received:

1. Rural Services Network news items forwarded to Councillors.
2. Mobile library timetable – poster for display.
3. City of York Council – information that the Sunday Bus service 18A will cease to operate after 25th March 2018.
4. York Light Orchestra are celebrating their 70th anniversary this year with a special celebration Proms concert on Sunday 15th April at 2.30pm at the Joseph Rowntree Theatre. They requested that a poster be displayed on notice boards – Clerk has asked for poster, which will be put onto notice board in due course.
5. Various advertising leaflets received.

18040: Comments from public present on agenda items – Note: decisions cannot be made on items brought to this stage of the meeting.

18041: Items for the next agenda

18042: To note the dates of future meetings: all meetings are to be held on Wednesday evenings at 7pm – venue to be confirmed:

2018 – 28th March and 25th April.

18043: Ongoing Issues: To resolve the list of items which may not have been reported upon but which the Parish Council do not wish to lose sight of (as per new Standing Orders).

Closure of Part 1 meeting.

Part 2

18044: Confidential business: To consider and resolve whether to exclude Public and Press on the grounds that matters for discussion affect individual staff members/ procedures/ legal/ finance issues.

18045: Staffing matters.

18046: Website update.

180147: Freedom of Information requests.

Closure of meeting.

Signed Helen Guest

Acting Clerk/RFO, Wheldrake Parish Council

Date: 23rd February 2018