



Chair: Cllr S Mercer

Clerk: Mrs G Powell - [wheldrakepc@gmail.com](mailto:wheldrakepc@gmail.com)

## **Minutes of Wheldrake Parish Council Meeting held at 7pm in the Village Hall on Wednesday 31<sup>st</sup> October 2018**

### **Part 1:**

**18155:**

**Welcome:**

The Chair welcomed all Cllrs, Clerk and public to the meeting

**18156:**

**Apologies/Attendance:**

**a. Attendees:**

Cllrs Mercer, Arnold, Gilks, Surtees, Goode, Myers, Jordan, Bell, Urwin, Nelson, Buckle, two members of the public and the Clerk.

**b. Apologies:**

Apology was received by Cllr Southern and the reason given accepted.

**c. Attendance Book:**

This was passed around and signed in accordance with Parish Council guidelines

**18157:**

**Interests:**

The Chair reminded members to make any declarations of interest in any agenda item(s). **None**

**15158:**

**Minutes:**

- a. All members accepted the minutes from the previous meeting held on Wednesday 26<sup>th</sup> September 2018.
- b. Approval was granted and the Chair signed the minutes as a true record.

**18159:**

**Council:**

A member of the public raised the issue of the confidential session which sometimes occurs at the end of the meeting, in Part 2.

This session only occurs when contractual issues regarding staffing etc or matters pertaining to a confidential nature need to be discussed. It will be made clear moving forwards when no matters of this nature need to be discussed.

**18160:**

**Reports:**

**a. Ward Councillor**

It was reported that the Office of National Statistics has issued a household formation figure which reduces the required dwellings from the 900 that York had to a suggested 450 per annum. If the numbers are reduced then the housing figures for York could be contained within Langwith, York Central and Cliftongate, which could be beneficial to a lot of villages around the outskirts.

It was also noted that following an email regarding a street light on Beck Lane it was stated that unfortunately, this is unlikely to be approved. The PC could approach CYC but a streetlight costs in excess of £10,000 and the Ward budget does not allow for this expenditure.

Regarding parking issues at the school; a possible solution was suggested to the school by way of a locked gate to be put into the fence on the corner of North Lane and Broad Highway. This would allow the zigzags to continue from the bus stop all the way to the play park. Unfortunately, the school governors rejected this suggestion due to a security issue. Double yellow lines could take up to 2 years to be implemented.

**b. Police**

No reports

**c. Other**

No reports

**18161: Planning:**

**a. Applications:**

18/01219/OUTM: Land West of Hagg Wood, Broad Highway, Wheldrake, York.

Variation of Condition 20 of application 15/02439/OUTM

**No objections and no additional comments will be made**

18/02171/FUL: Northings

Conversion of agricultural buildings to 2 dwellings

**No objections**

**b. Decisions:**

18/02052/TCA: The Brambles, 14 North Lane, Wheldrake, York. **Approved**

**c. Consultations/Other:**

None

**18162: Finance:**

The RFO reported the closing balance of £37,578.31. All outstanding amounts have been paid and it was reported that the PC is on schedule to meeting all obligations for the end of the year. There is an expected second instalment due for the new play park swing.

**Payments to be made under delegated powers:**

None

**Payments to be made:**

Bus service subsidy	£1439.27
Poppy wreath	£22.98
Internal Auditor	£144.00
Playscheme repairs (quote approved)	£774.00
PFK Littlejohn	£288.00

**Receipts:**

Precept (second instalment)	£20,000.00
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**Other:**

Clerk's salary at rate already confirmed.

**18163: Reports from Committees and Working Groups:**

Village Maintenance & Play Park Working Group. The new piece of equipment for the Play Park is due to be installed after 5<sup>th</sup> November.

Emergency Planning Group. A Cllr attended an event held at City of York Council which highlighted possible areas to look into that could occur. Areas including flooding risk and police and anti-terrorism. It was confirmed that more anti-terror bollards would be placed in high profile locations within York. The Cllr reported that there is a Red Cross Team that comes into force if any person or village suffers through an emergency, for example, gas explosion in residence. This event was very useful as the PC develop the Emergency Plan to be published shortly.

**18164: Communication policy:**

It was resolved that correspondence received via the clerk between meetings will be compiled into a word document with any personal/identifiable details removed, and disseminated to all Cllrs at the same time the agenda is sent for the subsequent meeting. It was also resolved that correspondence deemed for information purposes will also be circulated as and when necessary.

This policy was discussed and signed off to be published onto the PC website. Any future amendments to this policy will be discussed and reported back to the PC via the Communications Working Group.

**18165: Ward Committee Meeting:**

This will take place at White Rose House on Friday 7<sup>th</sup> December. Trading Standards have confirmed their attendance and the police are also being invited to perform data marking. More details to follow.

**18166: Litter-pick date and leaflet:**

Litter-pick date to be discussed at the next meeting.

**18167: Correspondence received:**

1. A request for contact details of all Cllrs to be published on the website. It was resolved that this would not be feasible. An individual Cllr is not the PC and therefore if any Cllr needs to be contacted it should be done via the clerk.
2. A request for the re-introduction of a Neighbourhood Watch scheme. It was suggested that the clerk will communicate with the requestor to see if they would be happy to organise such a scheme or if they had any thoughts of who may wish to.

3. Parking issues outside 64 Main Street where it joins Dalton Hill. It was resolved the PC will send a letter to the resident(s).
4. A request to view the PC Risk Register. The clerk to liaise with YLCA to gain further information regarding this and to report back with updates.
5. Waste bin outside Costcutters. The process would be to request this from City of York Council. The clerk to report this back to the requestor.
6. A request for PC to look into CCTV in the village. Due to issues including high costs and privacy it was resolved this would not be appropriate. Other measures could be put in place instead for example the effectiveness of Wheldrakians Facebook site whereby residents can alert other residents of suspicious activity etc and householders installing their own security measures.

**18168: Memorial stone and Remembrance Day arrangements:**

This will be unveiled on Friday 9<sup>th</sup> November and a wreath laid on behalf of the Parish Council on Sunday 11<sup>th</sup> November. A leaflet to residents will be circulated by the PC.

**18169: Parish Council email address:**

Concerns were raised regarding the use of the PC using a gmail email address. It was proposed that the PC return to a .gov email address. Also, for each Cllr to have a .gov PC email address whereby they can receive all matters relating to the PC. This will be beneficial to Cllrs to help differentiate between personal/work emails and PC emails. The costs involved to the PC would be £18 per year per Cllr. It was resolved that this would be a good idea and will be implemented as soon as possible.

**18170: Outstanding/Ongoing issues:**

Audit of assets

Village maintenance

**18171: Minutes content and length:**

It was discussed to get a balance between making the minutes as informative, clear and concise as possible. It was resolved that the Cllrs will discuss with the clerk moving forwards as to possible changes to be made where necessary. The suggestion was raised as to whether an action log could be added to the beginning of a meeting. The clerk will seek advice on this and implement if permitted.

**18172: Horse rider signs:**

The clerk to seek permission from CYC Highways. If highways agree a sign could be erected but will not fund this, the clerk will ask if the PC could fund a sign with their permission. The clerk to liaise with resident who suggested such sign as to the best possible location.

**18173: Speed sign:**

A Cllr to look into this being fixed and the possibility of getting a moveable one for the village.

**18174: Snow warden:**

Several Cllrs volunteered to be snow wardens. Grit and equipment will be supplied.

**18175: Items for next agenda:**

- School "parking figures" and possible sponsors
- Play area - under 5's equipment
- Defibrillator
- Bench at Lowell Park
- Emergency Plan
- Litter-pick date

**Closure of Part 1**

**Part 2:**

**18176: Confidential business:**

No matters discussed.

**Closure of Part 2**

**Meeting closed at 8.40pm**