



# Wheldrake Parish Council

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

**NOTE THAT THIS MEETING WAS RESCHEDULED FROM 28<sup>TH</sup> 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**

### Part 1

#### **18023: Apologies/Attendance:**

- a. Attendees: Cllrs Mercer, Arnold, Jordan, Gilks, Vass, Surtees, Nelson, Myers, Southern, Bell and Buckle, plus 3 members of the public.
- b. Apologies: None.
- c. Attendance Book: All present were requested to sign the Attendance book.

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

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

#### **18026: Minutes**

- a. It was resolved to accept the Minutes of the meetings held on 13<sup>th</sup> December 2017 and 31<sup>st</sup> January 2018, including Part 2 items, also the Finance & Admin Committee Meeting Minutes from 4<sup>th</sup> December 2017.
- b. Chairman signed minutes as a true record.

**18027: Council** received comments on agenda items or other questions/comments from electors present.

1. A representative of the WRA handed copies of their forward plan to the Council.

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 Church 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 was co-opted onto the Parish Council, then completed an Acceptance of Office form, witnessed by the Clerk and a Register of Interests form.
2. Further, the resignation of Cllr Gilligan was noted. The Monitoring Officer has been informed and has issued the Notice of Vacancy.

**18029: Reports,** for information only, from:

a) Ward Councillor – Cllr Mercer advised the Council that she has resigned from the Conservative Party and is now to be an independent Councillor. She will remain as the elected Councillor until the next election. Local Plan Consultation – see 10830, 3 below.

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 27<sup>th</sup> February – further dates and details available on the PCC website. Noted.

3. NYP are looking at developing a 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. Noted.

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. Noted. Cllr Mercer added that further to the resignation of Cllr Hodgson, it had been thought that a letter and gift would be appropriate – she has sent a letter and is to arrange for a gift – the cost of which to be resolved at a future meeting.

**18030: Planning:** The following were resolved:

**1. Applications:**

- a. 18/00253/FUL: Single storey side extension to garage and formation of pitched roof at Westlea, 2 North Lane, Wheldrake. No objections.

**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 21<sup>st</sup> February, until 4<sup>th</sup> April 2018 and comments are invited as to whether the Plan is ‘lawful’ and ‘sound’. It was resolved that Cllr Mercer check and resend comments made previously.
- 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 reported** on closing balances and recent payments.

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

1. None.

b) **Payments to be made**

- |                                    |         |
|------------------------------------|---------|
| 1. David Liptrot (reimburse trees) | £99.98  |
| 2. CH Guest (receipted expenses)   | £69.97  |
| 3. Wheldrake PCC (room hire)       | £175.00 |

c) **Receipts:**

3. None.

e) **Other:**

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

**18032: Reports from Committees and Working Groups:** The following Group vacancies and appointments were made at Chairman’s discretion:

1. Finance & Admin Committee.
  - a. It was resolved to accept the revised Standing Orders.
  - b. No report from the Committee.
  - c. There is now a space on the Committee and it was resolved that Cllr Southern join the Committee.
2. Planning Working Group – there is now a space on the WG and it was resolved that Cllr Buckle join the Group.
3. Village Maintenance & Play Park Working Group – there is now a space and it was resolved that Cllr Buckle join the Group.
4. Communications Working Group.
5. Website Working Group – Cllr Myers has stepped down from the Website, but still maintains the Facebook page. It was resolved that Cllr Bell join the WG.

There were no reports from the various groups as they had not met since the last Parish Council meeting.

**18033: Councillor Training Session:** Decision as to date deferred until next meeting.

**18034: General Data Protection Regulations:** These come into force on 25<sup>th</sup> May 2018. Clerk briefed 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, 6<sup>th</sup> March). Noted.

**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. Noted that enquiries are ongoing regarding establishing actions and time frames.

**18037: York Litter Heroes:** York's annual spring clean event as due to take place on or around the weekend of 2<sup>nd</sup> to 4<sup>th</sup> 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. This event was deferred due to the weather conditions.

**18038: Meeting Venue:** Cllr Southern reported on findings regarding a larger meeting venue. It was resolved to move future meetings to the Village Hall.

**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 25<sup>th</sup> 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 –** None.

**18041: Items for the next agenda –** None.

**18042: The dates of future meetings were noted:** all meetings are to be held on Wednesday evenings at 7pm – venue was confirmed as the Village Hall:  
2018 – 28<sup>th</sup> March and 25<sup>th</sup> April.

**18043: Ongoing Issues:** The following will be added to a 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). Councillors to pass any other items to the Clerk for addition to the list:

1. Play park and Hip Hop Swing
2. Audit of Assets as no values appear to be appended to assets held and insurance does not seem to be appropriate
3. Longer handle for defibrillator cabinet to improve ease of access
4. Community Emergency Plan

**8pm: Closure of Part 1 meeting.**

**Part 2**

**18044: 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.

**18045: Staffing matters:** Resolved to confirm applications received for the post of Clerk/RFO and arrange for a date for interviews. Interview panel to consist of Cllrs Mercer, Southern and Gilks. Cllr Mercer to progress.

**18046: Website update:** Cllr Bell has been working on website updates and Clerk had supplied an alternative website provider. Cllr Bell to liaise with current website provider regarding access and creation of new Super User to the account.

**180147: Freedom of Information requests:** Clerk advised Council regarding FOI requests recently received and working hours incurred as a result.

**9.01pm: Closure of meeting.**

**Signed.....**

**Cllr S Mercer, Chairman**

30<sup>th</sup> May 2018