

WHELDRAKE PARISH COUNCIL

Minutes of the Ordinary Parish Council Meeting held on Wednesday 25th
September 2024 at 7.00pm.

Venue: Church Cottage, Main Street, Wheldrake

Present: Cllr Urwin (Chairman), Cllr Brown, Cllr Surtees, Cllr Reed, Cllr Cranfield, Cllr Myers, Cllr Batchelor, Cllr Elsey-Jeffrey, Cllr Southern, Cllr White, Cllr Wood, Cllr Sneesby and the Clerk.

No members of the public

MINUTES

88. Welcome

89. To receive apologies and consider accepting the reasons for absence.

Apologies were received from Cllr Nelson.

It was RESOLVED to accept the reasons for absence

90. To receive declarations of interests from members, in any business to be transacted.

No declarations of interest were received from members.

91. To approve the minutes of the following meetings as a true and accurate record:

29th May 2024 Annual Parish Council meeting

12th June 2024 Extraordinary Parish Council meeting

17th July 2024 Extraordinary Parish Council meeting

31st July 2024 Ordinary Parish Council meeting

7th August 2024 Extraordinary Parish Council meeting

22nd August 2024 Extraordinary Parish Council meeting

To note the outstanding minutes from the Ordinary Parish Council meeting held on the 26th June 2024.

It was RESOLVED to approve the minutes of the meetings as a true and accurate record.

The Council NOTED the outstanding minutes from the Ordinary Parish Council meeting held on the 26th June 2024.

92. Public participation

Any resident may speak for up to 3 minutes on any matter on the agenda with the session lasting no longer than 20 minutes.

A resident attended to talk about a piece of land on Beck Lane that he has been caring for. He sought guidance on future maintenance and permission to improve the area. The Council informed him that they are not the landowner and therefore could not grant permission. He was directed to North Yorkshire Council for additional assistance.

Cllr Urwin proposed a motion to exclude the press and public due to the confidential nature of the next item.

It was RESOLVED to exclude the press and public from item 93a.

93. To receive reports from the following:

a. Chair

The Chair provided a staffing update to Council.

I am delighted to announce that Jessica Bedford is our new Clerk/RFO having been appointed by a rigorous interview process and unanimous panel decision on the 16th September 2024.

It was RESOLVED to readmit the press and public to the meeting.

The Chairman provided details on resident concerns that had been received between meetings:

- Broad highway road closures
- Beck Lane land/verge enclosure
- Pool Bridge Farm – entrance/exit and traffic hazard
- The bus service and the suggestion of a 17:30 York to Wheldrake service.

YLCA are hosting a procurements seminar tomorrow night online.

Remembrance Sunday arrangements

It was RESOLVED that Cllr Southern will purchase a wreath for Councillors to lay as part of the church service.

It was RESOLVED to formally invite the York and North Yorkshire Mayor to a Parish Council meeting.

As this will be my final act as Chair, I hope you will allow me a few moments of reflection over my past 2 years in the role. In many ways I am sad that because of the issues arising, we were really hamstrung in our endeavours to be a functioning and effective Parish Council.

That said – there were some little victories:

- Statutory requirements
- Utility of esurvey (Survey Monkey) – outdoor gym, Friday/Saturday evening bus service.
- Cllr Batchelor – Community speedwatch (PC insert in Parish Mag)
- Community CPR training
- Functional Defibrillator Service – Cllr Elsey-Jeffry and Cllr Batchelor.
- Planters – Spring and Autumn by collaboration with Blueberry Coop
- Accessible swing
- Recent appointments – Cllr Reed and Cllr Sneesby.

Cllr Urwin will send approved policies to the Clerk for inclusion on the website.

What would I like to see in the future?

- Digital banking
- The importance of everyone fulfilling their role as a Parish Councillor and a clear understanding that it is everybody's responsibility
- Much more financial scrutiny
- Work sheet
- Whole council training at some point - ?2025
- Regular reports from PCSO and CYC Councillor – even meeting attendance!
- WPC mobile

- What is the vision of our newly elected mayor for York and N Yorks for this the low est tier of government. He lives in the village – let's get him in to address us.

b. Proper Officer

Residents have raised the following issues:

- **Beck Lane Staking:** An area on Beck Lane has been staked out. After speaking with CYC, it appears to be a civil matter. Yorkshire Water, possibly the landowner, has been informed.
- **Pool Bridge Farm Highways:** Cllr Ravilious is addressing this issue.
- **Bus Service Concerns:** Cllr Ravilious is looking into this matter.
- **Lack of Communication on Road Closures:** The Council has signed up for alerts through One Network to keep residents informed. Residents can also create individual accounts for updates.
- **Police Attendance at Meetings:** The local policing team has been contacted to request future attendance, but no confirmation has been received yet. However, the Parish Council will receive the crime statistics report starting at the end of September.

Actions Taken Since the Last Meeting:

- School have been contacted about the fence. The acting headteacher mentioned that the fence can be installed in either direction, but she will consult with the governors.
- Trees obstructing visibility at the end of North Lane have been reported.
- CYC has been contacted about the Parish Council potentially taking on responsibility for the playpark in the Bramble Wood development, but we have not yet received a response.
- The uneven surface of the snicket opposite the shop has been reported to CYC. The Clerk made Council aware that several tasks, such as the Clerk/Council annual checklist, remain unfinished. Time has been consumed by the external audit and personnel matters, but the Clerk plans to focus on these throughout October.

c. Ward Councillor

None in attendance

d. Community Police Officer

None in attendance

94. To elect a new Chairman

It was RESOLVED to appoint Cllr Jane White as Council Chairman from the next meeting.

The declaration of acceptance of office was signed.

Cllr Urwin will remain as Chairman of the staffing committee and Councillor.

95. To note the appointment of Jessica Bedford as Parish Clerk/Responsible Financial Officer.

The Council NOTED the appointment.

96. To receive and consider Council sub group reports from:

a. Playpark – to include the consideration of a playpark policy and health and safety requirements.

Cllr Myers provided an update. The annual inspection will be conducted in early October.

It was RESOLVED that Cllrs Myers, Southern and Elsey-Jeffry will meet at the playpark to consider inspection, equipment and health and safety requirements.

b. Village Maintenance

The noticeboard plaque was noted as awaiting reinstallation.

It was RESOLVED that the Parish Council will hold a village Christmas light competition which will be sponsored by Myers memorials and Studio one. No financial approvals are required.

c. Defibs – to include an update on a community training day.

Cllr Elsey-Jeffry advised that new pads will be ordered and confirmed that an update on the training day will be provided at the next meeting.

97. Planning

a. Decision Notices.

Status	Reference	Location	Description
Approved	24/00302/FUL	Noahs Ark Farm Broad Highway Wheldrake York YO19 6BE	Erection of steel portal frame building following demolition of timber building
Approved	24/01117/TCA	7 Harcourt Close Wheldrake York YO19 6AN	Crown lift, thin and up to 3m reduction of 1no. Oak - tree in a conservation area
Approved	24/00802/FUL	Haggwood Lodge Haggwood Walk Broad Highway Wheldrake York	Single storey front and rear extensions
Approved	24/01303/TCA	1 Forge Close Wheldrake York YO19 6GF	Up to 20% crown reduction and up to 2m lateral reduction away from the property of 1no. Tulip tree in a conservation area (Application received and approved in between meetings)
Approved	24/01350/TCA	Dovefields 38A Main Street Wheldrake York YO19 6AE	Fell 1no. Hornbeam in rear garden - tree in a conservation area
Approved	24/01411/TCA	21 Main Street Wheldrake York YO19 6AF	Fell 1no. American Elm (<i>Zelcova serrata</i>) - tree in a conservation area

b. Application Notices received since the last Ordinary Council meeting

Status	Reference	Location	Description
New	24/01386/FUL	3 Greengales Court Wheldrake York YO19 6BX	Single storey front extension
New	24/01382/FULM	Greengales 11A North Lane Wheldrake York YO19 6AY	Residential development comprising of 64no. dwellings (Use Class C3) with new access off North Lane, landscaping, open space and associated infrastructure
New	24/01426/TCA	The Orchard North Lane Wheldrake York YO19 6BB	Crown reduce 1no. Himalayan Birch (front gdn) and cut back branches from 4no. Eucalyptus overhanging (rear) garden - trees in a conservation area APPROVED PRIOR TO THE MEETING
New	24/01427/TPO	Dove Spring North Lane Wheldrake York YO19 6BB	Crown reduce Ornamental Plum protected by Tree Preservation Order 12/1993 as per submitted annotated photograph
New	24/01429/TCA	Dove Spring North Lane Wheldrake York YO19 6BB	Crown reduce 1no. Japanese Maple up to 1.8m and shape 1no. Sweet Gum to improve form - trees in a conservation area APPROVED PRIOR TO THE MEETING

New	24/01424/TCA	Dovefields 38A Main Street Wheldrake York YO19 6AE	Remedial pruning of 1no. Cherry Plum in front garden - tree in a conservation area APPROVED PRIOR TO THE MEETING
New	24/01394/FUL	Somerset Nursing Home 1 Church Lane Wheldrake York YO19 6AW	Variation of condition 2 of permitted application 22/01349/FUL to include the provision of Solar/PV panels to the roof
New	24/01592/TCA	31 Back Lane South Wheldrake York YO19 6DT	Up to 3.6m reduction of 2no. Silver Birch (rear gdn) - trees in a conservation area
New	24/01647/TCA	Pear Tree Cottage North Lane Wheldrake York YO19 6AY	Fell 2no. Apple trees and replant with 1no. Cherry - trees in a conservation area
New	24/01579/TCA	The Brambles 14 North Lane Wheldrake York YO19 6BB	Trim back 3no. Hawthorn trees (front gdn) to previous reduction and shape - tree in a conservation area
New – RECEIVED AFTER ISSUE OF THE AGENDA	24/01695/TCA	18 Main Street, Wheldrake, York	Fell 1no. (suppressed) Silver Birch and crown reduction of 2no. Maple, 1no. Oak and 1no. Beech - trees in a conservation area

No comments were noted.

c. Enforcement issues.

None

98. Finance

a & b. To consider the payments presented for authorisation up to the 19th September 2024 and any other invoices that come in prior to the meeting.

Description	Expenditure
Horticultural works	1555.20
HMRC PAYE	801.53
Personnel related payments	7673.45
Legal fees	419.99
Personnel advice	360.00
Playpark repairs	544.80
External Audit (Received after agenda publication)	252.00
Defibrillator Pads (Received after agenda publication)	81.54
Stationery and Postage	12.34
Total	11,700.85

It was RESOLVED to approve the payments presented for authorisation.

c. To note the bank reconciliation and current net position.

The August and September bank reconciliations were noted. The net position was NOTED as £33,659.16 on the 23rd September 2024.

d. To note the conclusion of audit 2023/24 including the requirement to update the asset register.

The Council NOTED the conclusion of audit 2023/24 and the external auditor's comments. It was NOTED that the Clerk will update the asset register for approval at a future meeting.

e. To note the conclusion of audit 2022/23, not previously brought to Council attention.

The Council NOTED the conclusion of audit 2022/23, not previously reported.

f. To consider the approval of the updated NALC model financial regulations.

It was RESOLVED to approve the NALC model financial regulations.

g. To note any budget requirements for 2025/26

A discussion took place and the following areas were noted:

- Bus service
- Playpark
- Defibrillators

99. To consider wildflower projects.

A discussion took place regarding possible wildflower areas, including the Christmas tree area opposite the playpark, land on Beck Lane, the area across from the café, and other locations within the village. The Clerk noted that some areas may require permission from CYC.

It was RESOLVED that the Clerk will ask CYC for permission.

100. To consider the relationship with WRA and any required actions. (Deferred from July)

Following a discussion, it was RESOLVED to appoint Cllr Reed as the Parish Council representative.

101. To consider the approval of a response to the ICO in relation to a recent report.

It was RESOLVED to approve the proposed response to the ICO.

101a. To note any agenda items for the next meeting.

2025/26 budget

A resident's request for agenda items in relation to flashing speed signs and S106 monies for Bramble Wood were noted.

102. Date of next meeting

30th October 2024 at 7.00pm

The meeting closed 8.53pm

Signed

Cllr J White, Chairman
30th October 2024