**SHIPTONTHORPE PARISH COUNCIL**

**Document Reference 12/2017-18**

**21st February 2018**

Shiptonthorpe Parish Council – Minutes of the meeting held on the **15th February 2018 at 7.15pm** in the Village Hall, Station Road, Shiptonthorpe, YO43 3PH

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| Present |  |  |
| Cllr Robert Ducker | RD | Chairman  |
| Cllr Margaret Dixon | MD | Councillor  |
| Cllr Richard Hardy | RH | Councillor |
| Cllr Neil Johnstone | NJ | Councillor |
| Cllr Hilary Hazell | HH | Councillor |
| Cllr Katy Wrathall | KW | Councillor |
| Cllr Edward Bowron | EB | Councillor  |
| Attended by |  |  |
| **Officers** |  |  |
| Catherine Simpson | CS | Clerk and RFO |
| **Others** |  | 2 members of the public |
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|  |  | **Action** |
| **17/18-142** | APOLOGIES & REASONS FOR ABSENCE |  |
|  | None. |  |
| **17/18-143** | DECLARATIONS OF INTEREST |  |
|  | Declarations of interest were received from:1. Councillor Ducker – A1079 proposals, Shiptonthorpe Charity, ROAG plus proposed roundabout redevelopment.
2. Cllr Hilary Hazell – Village Hall & Shiptonthorpe Charities
3. Cllr Edward Bowron – ROAG and Heritage Project
4. Cllr Richard Wilkins – Village Hall & Shiptonthorpe Charities
5. Cllr Tim Bowron – ROAG and Heritage Project
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| **17/18-144** | PUBLIC OPEN FORUM  |  |
|  | 1. Approval was expressed that the roundabout redevelopment proposals appear to be on track.
2. Council was asked if it wished to invite a representative from ERYC to a meeting to discuss the benefits of using social media with local government organisations. It was agreed that it would be a good idea to ask them to speak at the Annual Parish Meeting.
3. Comments have been received that the audibility at meetings is not good and council were asked if it had considered purchasing a sound system.
4. A request was made to show planning applications via a projector.
5. It was noted that the website is out of date. This was acknowledged by the Clerk who explained that this is because council are having a new site developed which is not finished yet. In the meantime, however, it is no longer possible to update the existing one.
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| **17/18-145** | ADOPTION OF MINUTES |  |
|  | The following minutes were adopted as a true record:18th January 2018 – Ordinary Meeting (HH/NJ) |  |
| **17/18-146** | **MATTERS ARISING FROM THE MEETINGS ON THE 21ST DECEMBER NOT COVERED ELSWEWHERE ON THE AGENDA** |  |
|  | None. |  |
| **17/18-147** | **WARD COUNCILLOR REPORT** |  |
|  | None. |  |
| **17/18-148** | **FINANCE** |  |
|  | i. The following payments were approved by Council and evidenced by the signature of the Chairman:

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| 1. | Clerk’s salary | £ | 310.80 |
| 2. | CMB Computers | £ | 109.99 |
|  | **Total** | **£** | **420.79** |

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| Monthly transfers to the savings account: |
| 1. | Churchyard & Cemetery fund | £ | 167.00 |
| 2, | Election fund | £ | 25.00 |
| 3. | Projects fund | £ | 92.00 |
|  | **Total** | **£** | **284.00** |

1. **RESOLVED**: That the monthly Financial reports for January be approved by Council (MD/KW).
2. The Bank Reconciliations were verified by Cllr Wrathall, approved by the Council and evidenced by the signature of the Chairman.
3. **Bank mandate**

Cllr Wilkins has now visited HSBC. The forms were passed back to the Clerk for her to do the same. |  |
| **17/18-149** | **PLANNING** |  |
|  | Farmhouse Fish and ChipsThe Clerk confirmed that the application for the demolition of existing building and erection of several residential dwellings has been refused by ERYC. |  |
| **17/18-150** | **ENVIRONMENTAL AND COMMUNITY MATTERS** |  |
|  | 1. Village Maintenance (including grass cutting, litter picking and winter maintenance).

It was noted that fallen leaves are particularly prevalent outside Glenholme.1. Churchyard & Cemetery (including Church wall and trees)

Review of Cemetery FeesIt was agreed that the cemetery fees did not need to be increased for the time being.1. Highways (including maintenance, Street Scene and traffic problems)

Harswell Lane1. Cllr Wilkins advised that he had logged a call with ERYC regarding the state of Harswell Lane and is awaiting response from an officer.
2. Cllr Hardy commented that the resident farmers object to dog owners letting their dogs loose and using Harswell Lane properties/lands as exercise grounds and toilets.
3. Cllr Hardy requested that the Clerk contact ERYC to enquire as to the background to the changing of the street names, ie Londesborough Road to Shiptonthorpe Lane and Towthorpe Lane to Driffield Road.

Proposed Roundabout RedevelopmentCllr Wilkins expressed concern that there may be confusion within the village over the proposed redevelopment of Shiptonthorpe roundabout. Following detailed enquiries, the Parish Council wishes to record its understanding of the current situation, which is as follows:1. Any suggestion that ERYC were not intending to involve the public in the design development process is not correct. The headline in the Pocklington post, dated 23 December 2017 "Give us a say on road changes" implies wrongly that this was not going to be the case.
2. The suggestion is made in the same article that the £4.2m projected cost of the roundabout would be better spent on a bypass. It transpires that the funds are not transferable in this way and unless the monies are spent on the projected works, they will be lost.
3. In any event, the suggestion that a bypass is a "better option" as stated in the article should never have been made because a bypass, whilst being something that may eventually come to pass, has not been mentioned as a consideration in any communication from ERYC.
4. There is reference in the article to the crossing being located wrongly on the draft ERYC proposals. Whilst the statement that the Ward Councillors made representation to have it moved is not contested, ERYC has confirmed that the latest proposed location near the bus-stop has been concluded as the most appropriate location anyway, simply because it gives the best "line--of-sight" from a safety aspect to traffic coming in both directions."

It is noted that there were 2 abstentions to this vote.Triangle GreenCllr Wrathall confirmed that the trees overhanging the triangle had been trimmed back following an incident with an agricultural vehicle.Town StreetA comment was made that there is bad congestion along Town Street and this is particularly bad at the bottom end near the Church. The Clerk was asked to look into the planning application for Horton House as it was felt that this contained restrictions on parking. 1. Street lighting – nothing to report
2. The Green & Telephone Kiosk.

Update on refurbishment of phone box This issue is ongoing. Information boardThis issue is ongoing. |  |
|  | 1. Shiptonthorpe Beck – no issues.
2. Dog fouling – it was noted that this is particularly bad in the Playing Fields. It was agreed that some signs be printed asking dog owners to keep their dogs on leads..
3. Shiptonthorpe Playing Field
4. **Bench**

Britcom has confirmed that the quotation provided is acceptable and has requested an invoice. Their suggested wording for the plaque is acceptable and the idea is that they will call in at Langlands to have a look at the bench to ascertain the size of plaque needed.Cllr Hazell will enquire as to whether the bench will fit on the fixings which are already in place in the play area.1. **Risk Assessment**

The Clerk has created an annual risk assessment document which has been circulated to members. **RESOLVED**: to accept the risk assessment. 1. Village Hall
2. Memorial garden project

Cllr Hazell advised that there is a meeting to discuss the toilet block coming up and the planning in respect of the rest of the project will be submitted shortly. The relevant fees will be due and the Clerk confirmed that these may be paid by BACS.1. Fire alarm system servicing. Cllr Hazell suggested that the maintenance of the fire systems be moved from Advance Fire to Spitfire Services as they have recently installed the new system and it would make sense to have them do this work.
2. Website & Social Media
3. Social Media policy

**RESOLVED:** to adopt the social media policy kindly created by Cllr Wrathall.1. Update on new website. The Clerk is now unable to update the existing site. It was agreed that due to the issues with PayPal the annual hosting fees be paid up front to Nectar Digital (RW/NJ).
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| **17/18-151** | **CORRESPONDENCE** |  |
|  | 1. Emails as per the correspondence log
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| **17/18-152** | **COUNCILLORS EXCHANGE AND AGENDA ITEMS FOR NEXT MEETING** |  |
|  | Cllr Ducker advised that the pantomime had raised £3,000 and that this had been a huge success. |  |
| **17/18-153** | **ADMINISTRATION MATTERS** |  |
|  | 1. The following were reviewed and adopted:

Snow and Ice Clearing Risk AssessmentSnow and Ice Clearing PlanAsset Register1. It was agreed that Cllr Wilkins and the Clerk could attend the ERNLLCA Financial Responsibilities training session.
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| **17/18-154** | **DATE OF NEXT MEETNG** |  |
|  | The next meeting will be on the 15th March in the Village Hall at 7.15pm. |  |

Meeting closed at 21.09

Signature of Chairman:

Cllr Robert Ducker