**SHIPTONTHORPE PARISH COUNCIL**

**Document Reference 11/2019-20**

**21st February 2020**

Shiptonthorpe Parish Council – Minutes of the meeting held on the **20th February 2020 at 7.15pm** in the Village Hall, Station Road, Shiptonthorpe, YO43 3PH.

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| Present |  |  |
| Cllr Robert Ducker | RD | Chairman  |
| Cllr Tim Bowron | TB | Councillor |
| Cllr Victor Lambert | VL | Councillor |
| Cllr Richard Hardy | RH | Councillor |
| Cllr Ian Jeffrey | IJ | Councillor |
| Cllr Hilary Hazell | HH | Councillor |
| Attended by |  |  |
| **Officers** |  |  |
| Catherine Simpson | CS | Clerk and RFO |
| **Others** |  |  |
|  | 8 |  members of the public |
|  |  | **Actionn** |
| **19/20-131** | APOLOGIES & REASONS FOR ABSENCE |  |
|  | Apologies were received from Cllrs Katy Wrathall and Edward Bowron and the reasons accepted. Cllr Neil Johnstone did not attend the meeting but did send his apologies the following day. |  |
| **19/20-132** | DECLARATIONS OF INTEREST |  |
|  | Declarations of non-pecuniary interest were received as follows:1. Cllr Robert Ducker – A1079 roundabout redevelopment, Shiptonthorpe Charity, beck.
2. Cllr Ian Jeffrey – Crime & disorder, Beck
3. Cllr Richard Hardy – Beck
4. Cllr Tim Bowron – Heritage Project, Sports & Recreation
5. Cllr Hilary Hazell – Village Hall and Charities

Declarations of pecuniary interest were received as follows:Cllr Robert Ducker in respect of the playing fields grass cutting and the Langlands planning application.Cllr Richard Hardy in respect of the A1079 roundabout redevelopment |  |
| **19/20-133** | **ADOPTION OF MINUTES** |  |
|  | The following minutes were adopted as a true record:1. Ordinary meeting 16th January 2020
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| **19/20-134** | **MATTERS ARISING FROM THE ABOVE MINUTES NOT ALREADY COVERED ON THE AGENDA** |  |
|  | A site meeting took place at Ferncroft on the 29th January between ERYC, members of the public and the parish council. It is hoped that something may be done by way of requesting that the owner tidy the area, which is an absolute eyesore.Ward Cllr Mike Stathers advised that an ERYC enforcement officer is monitoring the site with a view to issuing a 215 notice. This places a legal obligation on the owner to tidy up within a specified time. If the time limit is not met ERYC will do the work and issue an invoice to the owner. There does, however, seem to be a problem in tracing the owner of the property despite the Clerk confirming these details and the fact that they are also printed on the planning documentation. |  |
| **19/20-135** | **FINANCE** |  |
|  | 1. The following payments were approved by Council (VL/TB) and evidenced by the signature of the Chairman:
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|  | **Payments** |  |  |
| 1. | SLCC (half membership) | £ | 63.00 |
| 2. | ALCC (half membership) | £ | 20.00 |
| 3. | Catherine Simpson (reimb. Ink) | £ | 68.39 |
| 4. | ERNLLCA (clerk & councillor training) | £ | 63.00 |
| 5. | ERYC (street light checks & maint) | £ | 144.00 |
|  | **Total** | **£** | **358.39** |

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|  | **Monthly Transfers to Savings Account** |  |  |
| 1. | Churchyard and Cemetery fund | £ | 167.00 |
| 2. | Election fund | £ | 25.00 |
| 3. | Project fund | £ | 92.00 |
|  | **Total** | **£** | **284.00** |

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|  | 1. The monthly accounts were agreed and the bank reconciliations for November signed by Cllr Ian Jeffrey.
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| **19/20-136** | **PLANNING** |  |
|  | **20/00232/PLF** - Langstone Lodge, York Road, Shiptonthorpe Proposal: Change of use from dwelling to officeLocation: Langstone Lodge York Road, Shiptonthorpe.Applicant: Langlands Garden CentreApplication type: Full Planning Permission**RESOLVED:** That members had no observations to make. |  |
| **19/20-137** | **ENVIRONMENTAL AND COMMUNITY MATTERS** |  |
|  | 1. Village Maintenance (including grass cutting, litter picking and winter maintenance).
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|  | 1. Churchyard & Cemetery (including Church wall and trees)
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|  | 1. Highways (including maintenance, Street Scene and traffic problems)
2. **Roundabout**

The new road is now being used, however, the general consensus is that it should not have opened until the new signage was in place. The first day was chaotic with many vehicles ending up in Langlands car park in error. There is also a problem with one of the new lamp columns situated on the north side of the A1079 near to the western end of the new road. There is no top on it.1. **Paddock**

The hedge needs cutting back again on the corner. Cllr Ducker will arrange for this to be done.1. **The Triangle Green**

Meanwhile on the Triangle Green, the Audi which had taken up residence appears to have now moved on. |  |
|  | 1. Street lighting – nothing to report
2. The Green and telephone box

**Information board**Cllr Bowron advised that the Heritage Project are waiting for ERYC to respond to the parish council on who can make the board.1. Shiptonthorpe beck

The daytime storm of the 9th February proved very useful as it highlighted a problem on the eastern side of Londesborough Road 300 yards up where the beck has breached into the field behind Martin’s Lodge. Cllr Jeffrey has emailed ERYC who have confirmed that this issue will be followed up.1. Shiptonthorpe Playing Fields

Parking for Open Gardens**RESOLVED:** that the bottom end of the playing fields (as you enter) may be used for parking during the village open gardens event following a request made by All Saints’ Church PCC.1. Village Hall

The work on the water pipe has now been completed but an invoice has not yet been received.Cllr Hazell confirmed that the committee is looking into grants for the car park redevelopment scheme.The Village Hall Committee are going ahead with replacement double glazed windows in the hall and are paying for these when the parish council receives the invoice. The cost of these have been raised by the Village Hall by way of a grant, donation and fund raising. |  |
|  | 1. Paddock & VH car park redevelopment

Cllr Jeffrey proposed that a committee be set up to deal with this and this which was duly agreed. The group will comprise of the following members:Cllr Ian JeffreyCllr Robert DuckerCllr Hilary HazellCllr Victor LambertCllr Tim BowronAn inaugural meeting will be arranged.1. Website

The domain name has now been transferred and the website issues being addressed. It has become apparent that the website software is very out of date. It is possible to pay a monthly subscription of £19.95 for a SiteCare package. The Clerk will obtain further details for the next meeting.1. Crime and disorder:

Cllr Jeffrey presented a very informative report, which is Appendix 1 of these minutes.1. Property undergoing renovation

**RESOLVED:** that Cllr Tim Bowron speak with the residents of Garth End regarding a possible tidy up of the site in readiness for open gardens. |  |
| **19/20-138** | **PUBLIC OPEN FORUM** |  |
|  | **RESOLVED:** that the meeting be temporarily suspended for a period of up to 15 minutes to allow for a period of Public Participation during which members of the public may address Council on any matter affecting the parish. Mr Richard Wilkins addressed council:1. In relation to item j) above, comment was made that it is now a common occurrence to have a website care plan in place.
2. Concerns over the tight bend on the roundabout – he has spoken with the site manager on this.
3. Signage is an issue on the roundabout and should be treated as priority.
4. Work on the sewage plant should be completed week commencing 23rd February.
5. From his observations, the Village Hall water supply is now totally isolated.
6. The bin outside the playing fields has collapsed. The Clerk will enquire as to whether ERYC will replace this.

Mr Tony Vinnell addressed council on the cycle track into Market Weighton. This finishes short due to money running out when it was put in. There is government funding available and Cllr Ducker will speak to ERYC.  |  |
| **19/20-139** | **CORRESPONDENCE** |  |
|  | 1. Relevant emails have been circulated.
2. ERMOS accreditation renewal certificate
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| **19/20-140** | **ADMINISTRATION** |  |
|  | 1. Water pump documentation

The Clerk has written a risk assessment and lending agreement, copies of which have been distributed prior to the meeting.**RESOLVED:** to adopt the aforementioned documents.1. ERYC charter

Cllr Wrathall has kindly written a charter for the parish council which will support the one recently issued by ERYC.Members also completed the questionnaire issued by ERYC based on their new charter document.**RESOLVED:** to adopt the aforementioned charter.1. Branding policy

Work is progressing on this. The Clerk and Cllr Jeffrey have put together a list of required templates. The new email addresses should be available shortly.1. YOR4Good fund

Cllr Jeffrey circulated information on this grant- based fund associated with a number of different sponsors and which potentially could help fund the Village Hall car park and paddock memorial gardens projects.VE DayA fund has been set up by ERYC for VE Day events / commemorations. It was agreed that the Clerk will apply for this for for the 1940’S themed dance which is being held in the playing fields in aid of Help for Heroes. |  |
| **19/20-141** | **COUNCILLORS EXCHANGE AND AGENDA ITEMS FOR NEXT MEETING** |  |
|  | Any items should be passed to the Clerk by the 12th March for inclusion in the next agenda. |  |
| **19/20-142** | **DATE OF NEXT MEETING** |  |
|  | The next meeting will take place on the 19th March 2020. |  |

Meeting closed at 21:05

Signature of Chairman, Cllr Robert Ducker: