

Strensall with Towthorpe Parish Council

The Village Hall, Northfields, Strensall, YORK, YO32 5XN.

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Chairman Councillor Keith Marquis

NOTICE is hereby given that there will be a meeting of **The Parish Council on Tuesday 12th January 2016 at 7.15pm** at the Village Hall, Strensall for the purpose of transacting the business shown on the Agenda below. Members of the public and press are welcome to attend. Members of the Council are hereby summoned to attend.

AGENDA

1. To note apologies for absence and approve the reasons given –
2. To receive any Declarations of Interest under the Parish Council Code of Conduct or Members register of interests
3. To approve the Minutes of the Parish Council meeting of 8th December 2015 the Finance Committee meeting of 4th January 2016 and endorse the approved Planning Committee minutes of 8th December 2015
4. Presentation from Amanda Gaines from City Council Public Health
5. Public participation (members of the public please note the maximum time for this, in accordance with Standing Orders, is at the discretion of the Chairman and limited to 10 minutes; no person may speak more than once and for no more than 2 minutes. No verbal response will be given)
6. To receive information on ongoing issues and decide further action where necessary:
 - (a) to receive a report from the Playground Working Group and approve any necessary expenditure (appendix 1)
 - (b) to receive an update from Cllr Plant on Footpath information
 - (c) to receive an update on the preparation of a Neighbourhood Plan
 - (d) to discuss the reply received from CYC Road Safety officer and agree a suitable response
 - (e) to discuss and approve expenditure for a tree risk assessment on all PC maintained land
 - (f) Notice Board for outside Station House (repair in hand)
 - (g) Review of any arrangements to deal with flooding issues.
 - (h) Review of Notice Boards following closure of Post Office
 - (i) Receive update from Cllr Smith in respect of the defibrillator
 - (k) To discuss and resolve the disposal of Village Design Statements
7. To receive a police report. (Appendix 2)
8. To receive a report from the Planning Committee Chairman and approve any recommendations:
9. (a) To approve the following invoices for payment:-

(i)	Clerk's salary	£	SO
(ii)	Talktalk mobile	£7.50	DD
(iii)	Village Hall hire	£365.25	
(iv)	R Cartmell grass cutting contract	£502.00	
(v)	Mr J Chapman expenses	£35.00	
(vi)	Mrs S Nunn (stamps)	£9.72	

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|--|----------------------------|
| (vii) Mr K Marquis (Internet security renewal) | £24.00 |
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(b) <u>Receipts</u> | |
| Cemetery | 90.00 |
| Interest | 21.42 |
|
(c) <u>Account Balances:</u> | |
| Treasurers Account | £8,434.84 |
| Cemetery Account | £7,392.09. |
| Contingency Account | £29,088.13. + £15,000 Bond |
| Premium Account | £18,369.46 + 10,000 bond |
|
(d) To discuss and approve the recommendations of the Finance Committee (Refer Appendices 3 and 4) | |
|
(e) To receive report from the Internal finance audit by Cllrs Marquis and Chambers | |
|
(f) To receive a report on the Clerk's annual review | |

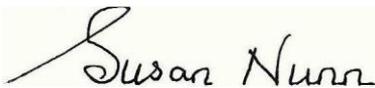
9. CORRESPONDENCE

- (a) Letter of confirmation from Post Office on the changes decided

10. ITEMS FOR FEBRUARY MEETING

11. NEXT MEETING

The date of the next meeting is Tuesday 9th February 2016 at 7.15pm



PARISH CLERK

6th January 2016

Appendix 1

MEETING OF THE PLAYGROUNDS WORKING GROUP

Minutes of the meeting held on Wednesday 16th December 2015 at 6.30pm

Present: Cllrs Fisher, Chapman, Harvey-Walker and the Clerk

Apologies received from Cllrs T Flannery and K Ogilvy

ROSPA REPORT

Northfields Junior play area

This was discussed firstly regarding Northfields and the comments that some of the equipment would require replacement in the not too distant future. In view of this the Clerk had been in discussions with two local providers who have suggested that the playground be levelled and turfed and wooden equipment replaced with steel, making it more maintenance free and less open to vandalism.

A Grant was possible from Yorventure and, to this end, the Clerk would submit an application in the New Year for funding and the Parish Council would be able to provide a percentage of the cost. Councillors were shown designs of how the playground would look and all recommended that this be pursued. The cost of bark is about £1,000 a time and the wooden burnt equipment would require replacement and it was unanimously agreed that, rather than stick patches on the problem it would be better to clear the site and start anew. This would mean the site would be closed for 1-2weeks and it was hoped that the Parish Council would agree with the recommendation and the work could be done before the summer providing funding could be sourced

Northfields Senior

The net required replacement and this should be done before the New Year if possible. The rocking horse needed looking at as this had been flagged up on the quarterly report. It was agreed that there was little to be done about the flooding under the swings which was caused by the excessive rainfall. It would

be helpful if councillors doing the weekly inspections could monitor the situation when raking the bark on that site.

Kirklands

The basket swing had been damaged by fire and had been chained up to prevent use. The incident had been reported to the police and an insurance claim lodged – presently awaiting confirmation of renewal price

The various issues were discussed at length and the views and complaints received from three residents whose properties abutt the site.

Regarding 25 Knapton Close, it was recommended to provide a couple of broad leafed trees to screen the playground although it was felt that the residents would gain more benefit from having screening inside their boundary fences. *The clerk had written to the owner of the premises with these suggestions and this had been forwarded to the tenants*

Regarding 27 Knapton Close, there was little the Parish Council could do regarding noise or children wanting their ball back. The lateness of use was a large concern and Cllr Fisher agreed to visit the site on late evenings Friday and Saturday which a resident had said were the main evenings that this occurred.

Regarding 17 Pasture Close it was agreed that the screening hedge would be provided along the 14 metres of fencing and Cllr Chapman agreed to source some mature very spiky hedging and Rob would be asked to plant it. Other measures would be recommended following a site visit by all three councillors during the week commencing 21st December. *The clerk had written to the residents confirming their requests.*

It was felt pertinent to reiterate to residents that the playground was part of a section 106 agreement with the developer of the site and therefore any purchaser would be aware of the existence of a play area to the rear of their properties. It would seem that the increase of equipment and therefore increase in popularity is causing problems to some of the residents, although some accept their situation and have no complaints.

The removal of some equipment that may be still usable was discussed briefly and the possibility of leasing the site at the bottom of Littlethorpe Close was mentioned but not discussed in any detail.

The meeting closed at 7.45pm

Financial Considerations in respect of Budget and Precept for 2016/2017

1. **To consider and decide on the recommendation to the Parish Council in respect of the budget for 2016/2017 and its composition.**

- a) Members of the Finance Committee reviewed the expenditure by the Parish Council in the current financial year – 2015/2016. Items were expected to be within budget except for the following:

Telephone Account – now a business account with BT and attracts higher charges.

Office Expenses – mainly caused by the expenditure of transferring the office from the Rainbow Centre to the Village Hall.

Grass Cutting, Open Space Maintenance, Play Areas, Seat Maintenance and bus shelter maintenance were budgeted deliberately low to take account of these items in the Double Taxation payments from City of York Council and funds obtained from developers via s106 contributions.

During the course of the year from April the Parish Council has agreed grants from reserves of £3,000 in respect of applications unknown when the current budget was agreed.

- b) Discussions took place to decide the funds required for each item as under:

Code 100 (Clerk's Salary) Maintained at current level of £10,500 although it was noted that discussions are under way nationally for a 1% rise in April 2016 and April 2017.

Code 101 (Telephone) Increased to £500 to meet increased cost of this service.

Code 102 (Office Expenses) Maintained at £1,000

Code 103 (Clerk's Expenses) Maintained at £50

Code 104 (Councillor's Expenses) Maintained at £50

Code 105 (Audit Fees) Maintained at £600

Code 106 (Insurance) Maintained at £2,000

Code 107 (Bank Charges) Maintained at £20

Code 108 (Village Hall Hire) Increased to £1,500 to meet additional cost of office lease

Code 109 (Remembrance Day Wreath) Maintained at £50

Code 110 (Training/Conferences) Maintained at £800

Code 111 (Leases) Reduced to £90 following move from Rainbow Centre

Code 112 (Clerk's Annuity) Maintained at £250

Code 113 (HMRC Payments) Maintained at £1,590

Code 114 (Neighbourhood Plan)	Maintained at £5,000
Code 201 (YLCA Membership)	Increased to £805 to meet 4.9% increase
Code 202 (CPRE Membership)	Maintained at £40
Code 203 (Outreach Contribution)	Maintained at £400
Code 204 (River Foss Soc'y M'ship)	Maintained at £18
Code 301 (Street Lights)	Maintained at £zero
Code 302 (Allotments)	Maintained at £50
Code 303 (Grass Cutting)	Maintained at £3,000 and expected to be supported by Double Taxation payment.
Code 304 (Christmas Trees/Flowers)	Maintained at £800
Code 305 (Grants/Donations)	Maintained at £3,000
Code 306 (Open Spaces)	Maintained at £2,000 and expected to be supported by funds from Double Taxation and s106 payments.
Code 307 (Play Areas Management)	Maintained at £1,000 and expected to be supported by funds from Double Taxation and s106 payments.
Code 308 (War Memorial)	Reduced to £200
Code 401 (Litter Bins)	Maintained at £zero
Code 402 (Dog Bins)	Maintained at £zero
Code 403 (Notice Boards)	Maintained at £zero
Code 404 (Seat Maintenance)	Maintained at £100
Code 405 (Salt Bins/Salt)	Maintained at £600
Code 406 (Bus Shelters)	Maintained at £100
Code 408 (Churchyard Maintenance)	Maintained at £500
Code 409 (Grants from Reserves)	Set at £zero
Code 410 (Cemetery Contribution)	Maintained at £zero

The total budget for 2016/2017 is set at £36,613 and is slightly less than the current year. The current finances of the Parish Council indicate reserves of c£55,000 which includes s106 income not spent of c£25,000 and restricted for Open Space projects. New regulations for spending s106 funds have been introduced by central government in April 2015 and some restrictions apply to funds received after April 2010.

The following table and notes show the information available as at 31st December 2015 to provide data for these recommendations.

	Detail	Budget 2015/16	Actual Exp to 31.12.15	Balance	Overspend	Budget 2016/17	Sub Totals
100	Salary	10,500.00	7,168.96	3331.04		10,500.00	
101	Telephone	350.00	416.47		66.47	500.00	
102	Office Expenses	1,000.00	1,731.00		731.00	1,000.00	
103	Clerk's Expenses	50.00	16.50	33.50		50.00	
104	Cllr's Expenses	50.00	42.13	7.87		50.00	
105	Audit Fees	600.00	550.00	50.00		600.00	
106	Insurance	2,000.00	1423.75	576.25		2000.00	
107	Bank Charges	20.00	0.00	20.00		20.00	
108	V. Hall Hire	1,000.00	931.25	68.75		1500.00	
109	Remembrance Day Wreath	50.00	50.00	0.00		50.00	
110	Conf/Training	800.00	650.00	150.00		800.00	
111	Leases	1,090.00	0.00	1,090.00		90.00	
112	Clerk's Annuity	250.00	0.00	250.00		250.00	
113	HMRC Payments	1,590.00	1292.73	297.27		1590.00	
114	VDS/N'hood Plan	5,000.00	3420.00	1,580.00		5000.00	
	Sub Total	24,350.00	17692.79	7,447.18		24,000.00	24,000.00
201	YLCA	770.00	766.00	4.00		805.00	
202	CPRE	40.00	36.00	4.00		40.00	
203	Outreach	400.00	400.00	0.00		400.00	
204	R. Foss Soc'y	18.00	18.00	0.00		18.00	
205	Rural Action Yorks	0.00	35.00		35.00	0.00	
	Sub Total	1,228.00	1255.00	8.00		1263.00	1263.00
301	Street Lights	0.00	0.00	0.00		0.00	
302	Allotments	50.00		50.00		50.00	
303	Grass Cutting	3,000.00	6,005.00		3005.00	3000.00	
304	Christmas Trees / Flowers	800.00	336.00 508.12		44.12	800.00	

305	Grants/Donations	3,000.00	2,245.00	755.00		3000.00	
306	Open Spaces	2,000.00	1,148.70	851.30		2000.00	
307	Play Area Mgt	1,000.00	592.72	407.28		1000.00	
308	War Memorial	500.00	0.00	500.00		200.00	
	Sub Total	10,350.00	10,835.54	2,563.58		10,050.00	10,050.00
401	Litter Bins	0.00	0.00	0.00		0.00	
402	Dog Bins	0.00	0.00	0.00		0.00	
403	Notice Boards	0.00	0.00	0.00		0.00	
404	Seat Mtce	100.00	0.00	100.00		100.00	
405	Salt Bins/Salt	600.00	0.00	600.00		600.00	
406	Bus Shelters	100.00	98.00	2.00		100.00	
408	Churchyard Mtce	500.00	500.00	0.00		500.00	
409	Grants(Reserves)		3000.00		3,000.00		
410	Cemetery Cont	0.00	0.00	0.00		0.00	
	Sub Total	1,300.00	3598.00	702.00		1300.00	1300.00
	Section 137						
	Section 106		33,085.00				
	TOTALS	37,228.00	33,381.33	10,720.76		36,613.00	36,613.00

Notes:

Overspends on Office Expenditure and Telephone were result of office move to Village Hall and telephone account now a business account – previously residential.

Overspend for subscription to Rural Action Yorkshire due to administrative error in not cancelling membership.

Grass cutting overspend planned to be met from Double Taxation payments.

Flowers and Christmas Trees overspend due to cost increases unknown when budget set.

Unplanned Grants to Kidz Klub and Robert Wilkinson Academy agreed by Council to be met from reserves.

Playground expenditure shown as met by s106 payments but also includes Lottery Grant of £8699.00.

c) To decide the precept for 2016/2017.

Members were satisfied that the precept set for 2015/2016 was fair and recommend that the precept for 2016/2017 be maintained at £36,000.

d) Current situation in respect of Double Taxation and s106 payments.

As a result of last year's decision to include the land at Westpit Lane in the calculation for Double Taxation for 2015/2016 City of York Council have decided that further information is needed before payments are released. It is also understood that the Double Taxation payment procedure is to be reviewed with changes likely in April 2017.

S106 payments are also likely to be much reduced in future years even if development is allowed as central government are challenging a High Court decision against their planed alteration not to include schemes of 10 or less dwellings in the s106 arrangements. Talks are under way with Officers at City of York Council about how s106 payments are to be shown on their web site. These talks are also expected to clarify the new arrangements.

At the present time payments in respect of Open Space are awaited from the following developments:

28 West End - £6,012 has been paid by the developer to CoYC but not passed to this council.

Helmsdale - £3,668 has been paid by the developer to CoYC but not passed to this council.

The Grange, Towthorpe - £2,214 outstanding.

2 Redmayne Square - £3,886 paid by the developer to CoYC but no development commenced yet.

20 Middlecoft Grove - £3,006 paid to CoYC 1st July 2014 but not passed to this council.

20 Middlecoft Grove - £2,004 agreed but status of development not clear.

Manor Farm, Strensall - £8,508 agreed but development now time expired.

The Tannery - £21,450 for Amenity, £70,848 for Play and £37,763 for Sport – paid to CoYC but not passed to this council.

Manor Farm, Towthorpe - £8508 agreed and development commenced.

Magson Workshop - £2,004 paid to CoYC in 2013 but not passed to this council.

STRENSALL with TOWTHORPE PARISH COUNCIL**BUDGET 2016/2017****Funding**

	£
Estimate of Bank Interest	100.00
Allotment Rents	160.00
Precept	36,000.00
Total Sources of Income	36,220.00

REVENUE RESERVES as at 1st April 2016

Forecast Bank Balances	45,162.00
Money Market Investments	25,000.00
TOTAL	70,162.00

EXPENDITURE and FUNDING (exc VAT)

Expenditure during 2016/2017	37,000
Funding	36,260
Reserves or other sources (Double Taxation/s106)	740