

Strensall with Towthorpe Parish Council

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

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Chairman Councillor Keith Marquis

MINUTES of the Parish Council meeting on Tuesday 12th January 2016 at 7.15pm in the Village Hall, Strensall

PRESENT

Cllrs Marquis (Chair) Chapman, Plant, Baxter, Ogilvy, Fisher, Mattinson, Harvey-Walker, Hill, Chambers, Maher Bolton, Mrs J Smith, Ms T Flannery

1. APOLOGIES

All members were in attendance

2. DECLARATIONS OF INTEREST

None given other than it was noted that all members had a personal interest in item 9 (d)

3. MINUTES

The minutes of the previous meeting and the Finance meeting held on 4th January 2016 had been circulated beforehand. These were approved without amendment and the Chairman signed with full approval **Resolution 120116/01**

4. PRESENTATION

Amanda Gaines of the City of York Council Public Health Department gave a presentation on a study taking place in the Ward of people's health issues and also social problems. All members had been sent a copy of the presentation and were asked to submit any comments and suggestions to the Clerk who could then forward them to Amanda. This was to include a list of activities already at the Village Hall, any activities that could be suggested to improve the health and mobility of the residents. The possible provision of a regular community bus to Haxby was also something the Council felt would be well used. All these and any other suggestions could be sent via the clerk, if possible by the end of January **Resolution 120116/02**

5. PUBLIC PARTICIPATION

A member of the public had an interest in road safety measures but would prefer not to speak at that time but speak if permitted when the item was discussed. The Chairman agreed to permit this

6. ONGOING ISSUES

(a) **Playgrounds**

The Chairman of the Playgrounds Working Group felt that the report circulated to members was self-explanatory and that the Clerk was progressing an application to Yorventure for funding to assist with creating new playground at Northfields Junior to make it more maintenance free although it will be more expensive in grass cutting. Cllr Marquis confirmed that he had requested the s106 funds held by CYC to be released. As soon as a design has been planned it will be sent to Cllrs for approval. In view of the constraints to be placed on the s106 expenditure, it would seem a sensible plan to do this.

(b) Footpath Brochure

Cllr Plant confirmed that no progress had been made to walk the routes in view of the very wet weather but it was hoped that as soon as the weather permitted it could head towards completion.

(c) Neighbourhood Plan

The Chairman confirmed that option 1 on the boundary had been agreed and progress with compilation of the Neighbourhood Plan could now be made. A meeting with Rebecca Harrison of City Council was booked or next Tuesday 19th January at 7pm in the Hampshire Room of the Village Hall

(d) Road Safety

Cllr Mattinson reported on his attendance at the meeting at West Offices where he felt the officers dismissed his submission as irrelevant. The Parish Council as a body were astounded that they were perceived as not representing the residents of the parish. It would seem that a previously submitted petition of over 300 residents was also classed as not representing the views of the village. Whilst the Parish Council is aware of the measures which the City Council are determined to force on the village, they are trying to make officers understand that the people of the village have other priorities which are being dismissed without consideration. Cllr Mattinson and the Clerk to put a response together to send to Neil Ferris (include Ward Cllrs, MP, Ian Gilles together with a further copy of the survey). A letter relative to issues on Sheriff Hutton Road to be sent to Ben Potter to seek an update on his progress **Resolution 121016/03**

(e) Tree Risk Assessment

Cllrs Chapman and Hill had begun a visual inspection of the trees within land for which the Parish Council is responsible. They were eager to complete this following the advice of Dan Calvert of CYC. A small number of mature trees had been identified as requiring felling, together with removal of dead branches of others, and once a full list was compiled a tree surgeon would be commissioned to deal with this. The Clerk to seek a "daily rate" fee from three tree surgeons for consideration at the next meeting. Cllr Marquis requested that the trees be identified on the available maps so that the documented evidence of survey etc was on file. This work will postpone a full Tree Risk Assessment for a year or so. **Resolution 120116/04**

(f) Notice Boards

The notice board outside Station House was to be repaired by Neil Jackson before the end of January at a cost of around £180 which was more cost effective than purchasing new one.

The Notice board outside the Post Office will require relocation on 30th January when the existing Post Office closes. This has been agreed to be relocated on the right hand wall of the library building and will comply with the Library Management conditions. The Parish Council are very grateful for the agreement of the Library Management. **Resolution 120116/05**

(g) **Flooding Issues**

Cllr Marquis reported on his involvement on 26th December from a call from Cllr Fisher who had spent about over 3 hours knee deep in cold dirty water trying to stop motorists from driving irresponsibly and sending bow waves of water into properties on the corner of The Village and Sheriff Hutton Road. There are photographs of the flooded areas which will be available to the public inquiry that has been promised by CYC. Cllr Plant advised the meeting of the flooding issues the residents of Lords Moor Lane had experienced and this would be included in any submission made. Almost all Councillors were happy to volunteer to be called upon in an emergency if available should a similar event occur. The evidence of raw sewage from the recently installed manhole allied to The Tannery development located close to the entrance to the Ship car park was of grave concern to members.

(h) **Defibrillator**

Cllr Smith reported on her meeting with Ward Cllrs Helen Douglas when she was able to answer most of the questions and concerns. The application for funding was approved and can now progress. Cllr Smith to contact the organization who were prepared to provide the paint for the box and organize volunteer painters **Resolution 120116/06**

(i) **Ward Grants**

Ward Cllrs Doughty and Douglas confirmed that the applications for the One Off York Pride tools list (£575), the assistance with the Carnival (£750) and the defibrillator (£1950) had been approved. The request from the Local History Group to provide a board was agreed if the Parish Council would agree to fund the installation Reference to this item is in the report by the Finance Committee Item 9.

(k) **Village Design Statements**

The Clerk reported that there were several boxes of these that have remained unsold. To encourage distribution it was agreed that some would be placed in the Library, Hirst Hall, Village Hall and Redmayne Lodge **Resolution 120116/07**

(l) **Consultation on Joint Waste Strategy**

Cllr Fisher had put together a comprehensive response which was approved and the Clerk requested to send to NYCC **Resolution 120116/08**

7. POLICE REPORT

This had been circulated previously and was noted. The change of officers was also noted and Cllr Smith and Fisher expressed their appreciation of the work PCSO Hannon had done in the village. The Clerk reported that a youth had been apprehended and issued with a fixed penalty for the possession of a prohibited drug and his parents had been informed. Cllr Chapman was delighted with this news as he had been instrumental in the collection of used drug use materials on a regular basis.

8. PLANNING COMMITTEE REPORT

Cllr Chapman reported on the 5 applications discussed and the 6 decisions received. The recommendations were approved **Resolution 120116/09**

9. FINANCE

The following invoices were approved for payment **Resolution 120116/10**

(i)	Clerk's salary	£	SO
(ii)	Talktalk mobile	£7.50	DD
(iii)	Village Hall hire	£365.25	
(iv)	R Cartmell grass cutting	£502.00	
(v)	Mr J Chapman expenses	£35.00	
(vi)	Mrs S Nunn (stamps)	£9.72	
(vii)	Mr K Marquis (Internet security renewal)	£24.00	
(viii)	Mrs S Nunn p/o domain name for N.P.	£8.38	

(b) Receipts

Cemetery	90.00
Interest	21.42

(c) Account Balances:

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

The account balances have now altered following the move of £12,500 from the Contingency account to Treasurers.

(d) The report of the Finance Committee meeting of 4th January 2016 including the budget predictions and costings were discussed and that the precept was recommended to remain the same as the previous year were all approved **Resolution 120116/11**

(e) Cllr Marquis reported that he and Cllr Chambers had undertaken a three month check and found everything to be in order

- (f) on 4th January Cllrs Marquis and Chambers had undertaken the Clerk's annual review and was signed by all parties. **Resolution 120116/12**

10. CORRESPONDENCE

- (a) Letter of confirmation from Post Office on the changes decided was noted
- (b) E-mails from the owners of the Firs were read to the meeting and it was decided that a response was not necessary. ~~to the last one~~
- (c) An e-mail had been received from Pearson and Ward, Solicitors, regarding Sevenoaks and the Clerk was to speak to them asap

11. ITEMS FOR FEBRUARY MEETING

12. NEXT MEETING

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

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

Appendix 3

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

Code 102 (Office Expenses)	Maintained at £1,000
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Code 103 (Clerk's Expenses)	Maintained at £50
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Code 104 (Councillor's Expenses)	Maintained at £50
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Code 105 (Audit Fees)	Maintained at £600
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Code 106 (Insurance)	Maintained at £2,000
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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 planned 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 Middlecroft Grove - £3,006 paid to CoYC 1st July 2014 but not passed to this council.

20 Middlecroft 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