

Fulford Parish Council

The Cemetery Lodge, Fordlands Road, Fulford, York, YO19 4QG

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**Minutes of a Meeting of Fulford Parish Council held at 19.30 on
Tuesday 6 December 2016 in the Old Library,
Fulford Social Hall, School Lane, Fulford.
Clerk/RFO: Rachel Robinson**

16328. Chair's welcome

The Chair welcomed all present to the meeting.

16329. To receive apologies and approve reasons for absence

- a. Apologies from Cllr. Greig were received and approved
- b. Present: Cllr. De Vries (Chair), Cllr. Aspden (Vice-Chair), Cllr. Clare, Cllr. Francis, Cllr. Loft; Cllr. Smith, Cllr. Urmston, Cllr. Vevers, Cllr. G Walker, Cllr. J Walker and the Clerk.

16330. To receive any declarations of interest

Cllr. De Vries declared an interest in Item 16332a

16331. To receive and approve the Minutes of the Parish Council meeting held on 1 November 2016

Members approved the Minutes of the meeting of the Parish Council held on 1 November 2016 as a true record

16332. To receive Parishioners' Questions and comments to include:

a. Parishioner report relating to rats

A parishioner had reported a number of sightings of rats in the School Lane area. Reports have also been made to Persimmon Homes and City of York Council (CoYC) by the parishioner. Councillors noted the report and that the issue was in the hands of CoYC and Persimmon Homes. It was also suggested that the parishioner could contact Yorkshire Water as well.

Cllr. Smith reported that the No. 26 bus early morning service is to be reinstated from the beginning of January.

Cllrs Smith further reported that a lamppost has been removed from Fordlands Road (between the Care Home and the Cemetery) as part of the development of the new road and queried if a temporary light should be installed pending completion of the works. Resolved to raise this query with the Developer.

It was reported that parking outside the Cemetery in the event of large funerals continues to be an issue in terms of access down Fordlands Road. It was noted that there appeared to be no police presence. In line with previous discussions, the Cemetery was to reinforce the need for a police presence to assist in keeping the road clear for traffic and emergency vehicles when it is known that there is going to be a funeral with a large number of mourners.

It was raised that Fulford School had carried out a consultation with regard to the proposal for Academy status. It was noted that only parents of pupils at the school were consulted

Cllr. G Walker reported that the footpath under the bypass has been blocked and a gate has been obstructed. It was resolved that Cllrs. Vevers, G. Walker and Clare will investigate and report to the Clerk if action is to be taken with regard to any right of way.

Cllr. Francis reported an increasing problem with parking congestion on St Oswald's Road. Cllr. Aspden advised that CoYC have undertaken a scrutiny review for damage to grass verges to identify areas where

solutions can be found. It was also noted that CoYC has a "parking hotline" and that reporting of each incident may result in action being taken.

16333. To consider report relating to the Umbrella Charitable Trust

Representatives of a charitable trust to assist local organisations have asked the Parish Council to suggest any local organisations that may benefit from their assistance. Several local causes have already been suggested and any further suggestions should be given to the Clerk to forward.

16334. To receive a report from the Ward Councillor:

- a. **Consideration of the application under Licensing Act 2003 to vary the opening hours at York Designer Outlet** - An application has been made to increase hours for the showing of films. The Planning Working Group is to investigate and if there are genuine concerns, raise objections. It was resolved to put the application notice on the Parish Council Website.
- b. Cllr. Aspden reported that there is to be a Ward Committee Meeting on 22 February 2017 at 6.30 pm in Fulford (location to be confirmed). The meeting will be in a different format to previous meeting and will include a presentation by the Fishergate, Fulford and Heslington Local History Society and information on the Ward Profile.

16335. To receive a report from the Police: no report received.

16336. To receive a report from the cemetery working group to include

- a. **Superintendent's report** - noted
- b. **Digger purchase update** - The Clerk reported that approval had been granted by CoYC, the digger has been ordered and should be delivered before Christmas.

16337. Financial Matters

a. To approve the following payments:

	£
Yorkshire Water – Cemetery Lodge	109.82
Yorkshire Water – Allotments	113.46
Yorkshire Water – Social Hall	58.29
TalkTalk – Cemetery Lodge Broadband and Phone	40.02
ICO – Data Protection Annual Registration	35.00
ATOS – Fuel Genie – Fuel for Cemetery Vehicles	103.48
Advance Fire – Social Hall Bi-Annual Inspection & Maintenance	233.94
Fulford Flower – Cemetery winter pansies	400.00
National Association of Local Councils – Clerk's Reference Book	54.99
MJ Backhouse – Cemetery – Pest Control Agreement	294.00
Elcocks Ltd – Winter protection clothing and equipment	195.54
YLCA – Clerks Training Day	115.00
Viking- Strapping, cleaning & catering materials, stationery	221.76
Viking – cleaning materials	10.04
BT – Cemetery Lodge Broadband and Phone	44.64
Wages – November	6889.53
Clerk's Salary – November	862.85
HMRC – November	1478.86
NYPF - November	2794.89

All payments were approved.

b. To receive an update on Sage accounts progress

The Clerk reported that a Chart of Accounts has now been created and that transactions for April-June have been input and reconcile with the bank. A full bank reconciliation is currently underway.

16338. To consider any further update relating to the proposal for the Cemetery Lodge refurbishment and the possibility of an approach to YLCA for advice

Cllr. Francis reported that 11 contractors have been contacted and 3 quotations received with regard to the roofing and pointing works, one of which was a verbal quote. The quotes came in at i) £7440 + pointing works, ii) £4900 and iii) £3200. Following consideration of the quotes, it was resolved that, subject to receipt of a written quote from the third contractor indicating an early start availability, the third quote would be accepted. The Clerk is to follow this up.

16339. Planning:

a. To receive a report of planning applications and questions considered by the Planning Working Group and to decide on any further action required:

New applications

16/02619/FUL Two storey side extension, single storey front and rear extensions and hip to gable extensions to roof 50 School Lane Fulford York YO10 4LS - it was resolved to object on grounds of overdevelopment, loss of green space/garden, overbearing impact on adjacent footpath, harm to conservation area and conflict with Supplementary Planning Guidance

16/02630/TCA Various tree works including the felling of 2 no. Cherry trees and a Cypress tree in a Conservation Area Clovelly 14 Fenwicks Lane York YO10 4PL – no objections

16/02548/TCA Notification to remove 1x Sycamore, crown reduce 1x Beech, and prune branches overhanging neighbouring property in a conservation area The Beeches 21 Fulford Park York YO10 4QE – no objections

16/02376/FUL Single storey rear extension (amendment to planning permission 16/00634/FUL to alter roof materials) 2 Pumping Station Cottages St Oswalds Road York YO10 4PF – no objections

16/02517/TPO Crown reduce 1no. Acer to previous reduction, fell 1no. dying Cherry subject to Tree Preservation Order TPO 3/1977 5 Fulford Park York YO10 4QE - no objections

16/02665/FUL Conversion of garage into 1no. dwelling (resubmission) Fishergate County Garage 14 Heslington Lane York YO10 4LR

i) On-going applications

16/02189/FUL Erection of detached garden room building: 33A Heslington Lane York YO10 4HN - application has been withdrawn.

ii) Enforcement Action

None

b. To note details of planning applications decided by City of York Council

16/02288/TCA Fell Horse Chestnut tree and reduce 2no. Ash trees Fulford Nursing Home 43 Heslington Lane York YO10 4HN – Approved

16/02069/FUL Erection of 4no. detached dwellings with integral garages Land Adjacent To 141 Broadway York – Refused

16/02067/TPO Application for various tree works resulting from Tree Hazard assessment, including crown reduction to 1no. Birch & 1no. Poplar, brace 1no. Acer protected by Tree Preservation Order.: CYC158 Land Adjacent to Bowling Green Connaught Court St Oswalds Road York – Approved

16/01483/FUL Change of use of part of car park to 12 hole artificial all weather putting course York Designer Outlet St Nicholas Avenue York YO19 4TA - Approved

16/02016/FUL Two storey and single storey side extension 1 Stirling Grove York YO10 4HT – Approved

16340. To receive an update on matters pertaining to Germany Beck and to decide on any necessary action to include

a. Flood Defence Schemes

There has been no further information received. It was noted that the recent flood had caused quite high flooding the area where the junction is being constructed near the A19. Following discussion, it was resolved that the Planning Working Group would compile a list of questions to be raised with Persimmon Homes and CoYC. The list and recommendation are to be emailed to Cllr. Aspden.

b. IDB Works to Germany Beck.

It was resolved that Cllr. Urmston and Cllr. Vevers would meet to discuss the works.

c. NPCU – delayed FOI response.

It was resolved that the Clerk would write to chase the response which had been due by 4th November 2016.

d. Breaches of Conditions

To be included within the list of questions referred to in Item 16340a.

e. Update on communications with the Developers

No communication had been received from the Developers.

To consider exclusion of the press and public from the discussion of any aspect of item 16340.f by virtue of s.1(2) of the Public Bodies (Admission to Meetings) Act 1960.

It was agreed to exclude the press and public from the discussion of any aspect of item 16340.f by virtue of s.1(2) of the Public Bodies (Admission to Meetings) Act 1960.

f. Boundary dispute.

The most recent Howard Engineering Newsletter forecast works on the tree stumps for the week commencing 12 December. Following discussion, it was agreed to contact DAS Law to seek further legal advice on whether a second letter to the Developer should be sent as no response had been received to the first letter dated 2 November. It was also agreed to send the communications to Lucie Jones at Howard Engineering and to CoYC.

16341. To receive a report from the Open Spaces working group and to decide on any necessary action to include:

a. Update on School Lane sports field drainage and ward grant applications

Cllr. Vevers reported that a Ward Committee Grant has been received in the sum of £1060 for a soakaway test. Cllr. Vevers will arrange the test. A further application for a Ward Committee Grant had been made for fencing. This was not granted on this occasion but will be considered again closer to April 2017 without the need for further application;

b. Update on apiary at the Allotments – proposed beekeeping rules for approval

A Ward Committee Grant in the sum of £915 has been awarded to the Allotment Holders in respect of the proposed apiary. Some of this fund has been used to hire a digger to prepare the apiary area and the digger was also used to level the unused plots. Cllr. Vevers had circulated the beekeeping rules but consideration of these rules was deferred to the next meeting

c. Update on School Lane playground equipment quotations

A new quote has been received which was circulated for consideration in advance of the next meeting. Cllr. Vevers put forward a proposal for an item of play equipment (designed in the shape of a Viking Longboat) as a contender for installation at the Fordlands Road play area instead of the Twister equipment previously considered. It was resolved to purchase the Viking Longboat design using the funds donated by Fulford in Bloom.

d. Consider quotation for Rabbit Pest Control programme for Fordlands Road playground;

Following discussion, it was resolved to instruct the pest control company to carry out 8 treatments per annum for one year in the sum of £470.

e. Consider a request from Fulford in Bloom to plant additional trees on School Lane field

Fulford in Bloom had proposed to put an extra 4 rowan trees alongside the existing 5 rowan trees along School Lane. Following discussion, it was resolved that Cllr. Vevers would liaise with Fulford in Bloom to ensure that any trees planted would not encroach on the playground and the area required for new play equipment.

f. Consider a proposal to donate funds to the Football Club in exchange for grass cutting services

Deferred to next meeting.

g. Consider a request for Open Spaces to approach the Designer Outlet for funds to restore the cottage style bus shelter

Following discussion, it was resolved that Cllr. Vevers would approach the Designer Outlet for funds to restore the bus shelter on Naburn Lane.

16342. To receive a report from the Social Hall working group and to decide on any necessary action

Cllr. Clare reported that the painting that had been missing has been found and put back in place. Cllr. Clare further reported that the cleaner for the social hall had promised improvements.

To consider exclusion of the press and public from the discussion of any aspect of item 16343 by virtue of s.1(2) of the Public Bodies (Admission to Meetings) Act 1960.

It was agreed to exclude the press and public from the discussion of any aspect of item 16343 by virtue of s.1(2) of the Public Bodies (Admission to Meetings) Act 1960.

16343. To receive a report from the HR panel and to decide on any necessary action

a. Consider the expenses claim from locum clerk and decide on any further action

Following discussion, it was resolved that the Clerk will write to the Locum Clerk requesting further clarification.

b. Consider contract matters relating to the Clerk and decide on any further action

This item was moved to the end of the Agenda to allow for the departure of the Clerk for discussion of this item.

c. Consider progress reviews for staff at the Cemetery;

Following discussion, it was agreed that staff reviews would take place during January and February 2017. It was further resolved that an ex gratia payment of £50 calculated on a pro-rata basis, would be added to all Cemetery employees, the street cleaner and the clerk's pay for the week ending 23 December 2016 as a thank you for their extra-ordinary performance/support this year.

Having declared an interest in Item 16343.d, Cllr. De Vries left the room.

d. Consider the enrolment of the Chair on the ILCA Course.

It was resolved to enrol the Chair on the ILCA Course.

Cllr. De Vries returned to the room.

16344. To consider YLCA request for nominations for Representative to the City of York Council Standards Committee.

There were no volunteers but subsequent volunteers should inform the Clerk.

16345. To consider Proposed Amendment of the Speed Limit – Heslington Lane

Cllr. Aspden reported that the consultation has already taken place and the received proposed amendment is the formality providing the information for implementation.

16346. Confirm date and time of next meeting.

The next meeting of the Parish Council is set for 10th January 2017. The other following meeting times were set:

Cemetery Working Group – Tuesday 3rd January at 7.30 pm;

Planning Working Group – Wednesday 4th January (time to be arranged);

General Purposes Committee – Thursday 5th January at 7.30 pm.

Chair