

Fulford Parish Council

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

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Minutes of the Meeting of Fulford Parish Council held at 19:30 on

Tuesday 5 September 2017 in the Old Library,

Fulford Social Hall, School Lane, Fulford.

Clerk/RFO: Rachel Robinson

17083. Chair's welcome

The Chair welcomed all present to the meeting

17084. To receive apologies and approve reasons for absence

- a. Present: Cllr. de Vries (Chair), Cllrs. Clare, Francis, Urmston, J Walker, the Clerk, Brian Hebditch from City of York Council, Edward Pople-Crump from Independent Fibre Networks Ltd and one member of the public.
- b. Apologies were received and approved from Cllrs. Loft, Vevers and G Walker.

17085. To receive any declarations of interest

No interests were declared.

17086. To receive and approve the Minutes of the Parish Council meeting held on 4 July 2017

Subject to the insertion of the word "by" in the last full paragraph on the first page, the Minutes of the meeting held on 4 July 2017 were approved as a true record.

17087. To receive Parishioners' Questions and comments

A parishioner asked whether the Parish Council would be willing to contact planning enforcement with regard to the failure to comply with planning permission at 34 Eastward Avenue and the spot lights that have been included within the roof extensions that shine into the gardens of neighbours. Following discussion, it was agreed that planning enforcement would be contacted to request their involvement.

Brian Hebditch, Senior Flood Risk Engineer at City of York Council (CoYC) set out the CoYC proposal for a Bund on Fordlands Road playing field as part of the A19 Flood Alleviation Works and requested the permission of the Parish Council to proceed. Councillors asked a variety of questions pertaining to the construction, height, location, potential removal of trees, position in relation to the Battle of Fulford Memorial and the nature of the materials being suggested. Councillors further queried the necessity of planning permission and asked whether the scheme was to include a resolution for Fordlands Road flooding issues. Fordlands Road does not form part of this scheme. Discussion of the matter was deferred to item 17088.

Edward Pople-Crump from Independent Fibre Networks Ltd (IFNL) explained the circumstances that had led to his company's Fibre Link Cabinet being installed on land belonging to Fulford Parish Council. Their initial searches had shown the land as unregistered and they obtained permission for the works from CoYC accordingly. This was an error and the land is registered to the Parish Council. In response to councillors' questions, Mr Pople-Crump explained that this cabinet was to provide services to the Germany Beck development and would not be available to other residents in the area. He further stated that this was the only location that had been identified at this stage as suitable to provide the infrastructure for the new development. Mr Pople-Crump proposed that IFNL could enter into a wayleave agreement with the Parish Council and pay an annual fee for this in the region of £150 and he indicated that landscaping could be provided to improve the appearance. Discussion of the matter was deferred to Item 17089.

17088. To consider the proposed A19 Flood Alleviation Works Fordlands Road Playing Field Bund Plan and decide upon any necessary action.

Discussion took place relating to concerns about the necessity for planning permission, the absence of a cohesive scheme that encompasses a solution to provide flood alleviation for Fordlands Road and to avoid houses along Fordlands Crescent and Fordlands Road being flooded, concerns relating to the materials to be used and a lack of a visual 3D representation. Following the discussion it was resolved

to write to CoYC to ascertain whether planning permission should be obtained to give the public an opportunity for consideration of the plans and to also request whether the Fordlands Road scheme could be progressed alongside these proposed works. It was further resolved to arrange a site visit with Brian Hebditch.

17089. To consider the installation of the Link Cabinet Installation on land registered under Title No. NYK412156 and decide upon any necessary action.

Following discussion relating to concerns about conservation area harm, archaeology and the potential ramifications of entering into a wayleave agreement, it was resolved to request that the link cabinet and underground apparatus be removed and the land be restored to its original condition.

17090. To receive a report from the Ward Councillor

In the absence of Cllr. Aspden, no report was received

17091. To receive a report from the Police

Police reports from July and August were noted.

17092. Financial Matters

a. To approve the following payments:

	£
<u>Cemetery</u>	
Npower – Gas – Cemetery Lodge (meter 1)	95.30
FuelGenie – Cemetery Fuel	176.34
B&Q – Wood, sealant, batteries, steel wire	65.13
B&Q – Supplies to repaint pergola	51.12
Viking – waste bin and cleaning supplies	20.36
Cockey Hill Lawnmowers – Service & Repair Ride on Mower	572.40
CoYC – Commercial Waste	344.35
BT – Cemetery Lodge Phone 01.07.17-31.07.17	39.00
BT – Cemetery Lodge Phone 01.08.17-31.08.17	41.02
FuelGenie – Cemetery Fuel	215.34
Npower – Gas – Cemetery Lodge 30.04.17-03.08.17 (Duel Fuel)	77.20
Npower – Electricity – Cemetery Lodge 30.04.17-03.08.17 (Duel Fuel)	27.08
Castle Group Ltd – Vibration Consultancy & Report	600.00
Viking – Toilet Rolls and Paper Towels	81.36
B&Q – Door handle for Cemetery Office door	18.00
 <u>Social Hall</u>	
British Gas – Electricity 27.3.17-26.6.17	209.52
B&Q – Replacement flush for Disabled Toilet	26.94
Viking – Cleaning Supplies	76.71
Yorkshire Water – Water & Sewerage rates – Social Hall	111.51
CoYC – Commercial Waste	55.75
Nortons Heating – Landlords Gas Safety Record	75.00
 <u>Open Spaces</u>	
Elcocks – Protective Clothing for Temporary Street Cleaner	40.68
Viking – Postage for allotments correspondence	56.00
Viking – Stationery for Allotments administration	13.53
E.Y. Horticulture Ltd – Ground Cover & Pegs for empty allotments	245.94
Yorkshire Water – Water Rates – Allotments	47.52
Dunning Plant Hire – Digger hire to clear empty allotments	234.00
MJ Backhouse – Pest Control – Moles – Sports Field	108.00
 <u>HR</u>	
CoYC - Recruitment Advert – Cleaner	65.00
 <u>Clerk</u>	
Viking – Stationery	20.98
GiffGaff – Mobile Phone July & August (reimbs Clerk)	15.00

HP Ink – July & August (reimbs Clerk)	29.98
High Street Vouchers – Staff leaving gift (reimbs Clerk)	25.00
Land Registry – Office Copy of School Lane Playing Field (reimbs Clerk)	3.00
LexisNexis – Arnold Baker on Local Council Administration 10 th Edition	59.50

Staff Costs

HMRC – July	1882.34
NYPF – July	3189.01
City of York Trading – Temporary Street/Social Hall Cleaner	472.32
Salaries & Wages July	9217.4
HMRC – August	1571.56
NYPF – August	2609.83
Salaries & Wages August	7251.15

All payments were approved

- b. To consider payment for the Clerk’s attendance at YLCA courses: VAT, Contracts & Procurement (£115); Introduction to Employment Law by Lupton Fawcett 2 day course (£235)**

Following consideration, both courses were approved.

- c. To consider payment for the Cemetery Assistant’s attendance at one/both/all of the following courses: ICCM Exhumation & Public Health Act Funerals Training Course (£150 + VAT); ICCM Granting, Exercising and Transferring Exclusive Rights of Burial (£130 + VAT); YLCA Cemetery Management (£115).**

Following consideration, it was agreed that both ICCM courses were too specialised for the role of Cemetery Assistant but the YLCA Cemetery Management Course was approved.

17093. To consider the renewal options from Came & Co Insurance Brokers.

Following discussion, it was resolved to renew the agreement with Came & Co Insurance Brokers and renew the insurance with the quotation from Ecclesiastical Insurance provided by Came & Co Insurance Brokers in accordance with their recommendation.

17094. To note the resignation of Councillor Ian Greig and approve advertisement of the subsequent vacancy

It was resolved to approve the advertisement of the vacancies resulting from the resignations of both Cllr. Ian Greig and Cllr. Alan Smith. It was further resolved to send a letter of thanks to both Cllrs. Smith and Greig thanking them for their significant contributions to Fulford Parish Council and to wish them well.

17095. To receive and consider an update from the Cemetery Lodge renovation group relating to the tender documents and decide upon any necessary action

It was noted that the tender documentation received omits materials and fittings. Following discussion, it was agreed that the cemetery working group would work through the plans in detail at its next meeting.

17096. 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

17/01650/FUL - Proposed conversion of existing flat into four residential bedrooms, including a new first floor link to the bedrooms - Royal Masonic Benevolent Institute Connaught Court St Oswalds Road York YO10 4QA. It was resolved not to object.

17/01901/FUL- Two storey front and rear extensions - 87 Fordlands Road York YO19 4QR – Following consideration, it was resolved to comment that the site lies within the green belt and request that consideration be given as to whether the extensions are proportionate to the existing dwelling and whether a condition should be imposed to remove permitted development rights for additional extensions in the future. It was also noted that there is the potential for adjoining neighbours to be affected by loss of light and other loss of amenity.

17/01969/FULM - Erection of 64 bedroom care home, car parking and landscaping following the demolition of existing care home Site of Former Fordlands House 1 Fordlands Road York. Following discussion, it was agreed that the planning working group would draft a letter setting out the recommended objections relating to flawed Sequential Test; harm to Fulford Village Conservation Area, including the setting of the conservation area due to height, width and massing; harm to existing amenity enjoyed by neighbouring properties; loss of trees and hedges causing loss of bat habitat; inadequate parking provision; inadequate footpath provision on northern elevation and comments regarding flooding and drainage. It was further resolved that the planning working group would initiate writing a report on trees that may warrant a TPO.

17/02023/TCA - Fell 3no. Conifer trees in a Conservation Area - Elmfields 142 Main Street Fulford York YO10 4PS. It was resolved not to object.

17/02041/TCA Prune back canopies of 6 no. Lime trees to previous pollard points - tree works in a Conservation Area St Oswalds Court Main Street Fulford York. It was resolved not to object.

On-going applications

17/00904/FUL - Installation of wetland habitat suitable for water voles (retrospective) – A letter had been drafted and circulated to councillors for approval. Following discussion, it was resolved that the letter be sent to CoYC. It was further resolved that a letter should be drafted to Natural England with regard to the lack of compliance under the licence.

17/00971/FUL - Variation of condition 9 of permitted application 12/00384/REMM to alter bat mitigation strategy and removal of condition 13 to allow landscaping works on land south of plots 137 to 159. Nothing further to report.

17/00972/FUL - Variation of conditions 13 and 32 of permitted application 01/01315/OUT to allow drainage works within archaeological zone and to allow construction of spine road into phase 1 as a continuous operation with the associated access and junction with the A19 – Following discussion, it was agreed that Cllr. Urmston draft a letter to EPU setting out concerns about the continuing soil contamination and lack of remediation.

12/01749/REMM - Reserved matters application for details of appearance, landscaping, layout and scale of 655 dwellings and associated facilities granted under outline permission 01/01315/OUT (duplicate application) (revised scheme). Nothing further to report.

17/02005/FUL - Variation of condition 2 of permitted application 17/01207/FUL to install single Intel full width of the opening replacing approved mid column - Blacks Property Consultants 95 Main Street Fulford York YO10 4PN. Nothing further to report.

i) *Enforcement Action*
None

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

17/00641/FUL Single storey rear extension, roof alterations including hip to gable extension and dormer to rear and replacement garage (resubmission) 8 Heslington Croft York YO10 4NB – Approved

17/01100/FUL Single storey rear extension 14 School Lane Fulford York YO10 4LS – Approved

17/01208/ADV Display of non-illuminated fascia sign and non-illuminated panel sign Blacks Property Consultants 95 Main Street Fulford York YO10 4PN - Approved

17/01207/FUL Change of use from estate agents (use class A2) to retail shop (use class A1) with associated alterations including installation of new shop front Blacks Property Consultants 95 Main Street Fulford York YO10 4PN – Approved

17/01488/FUL Erection of garage with room in roof 79 Main Street Fulford York YO10 4PN - Refused

To consider exclusion of the press and public from the discussion of any aspect of item 17097 by virtue of s.1(2) of the Public Bodies (Admission to Meetings) Act 1960.

Following discussion, it was resolved not to exclude members of the press and public from the discussion of any aspect of Item 17097 by virtue of s.1(2) of the Public Bodies (Admission to Meetings) Act 1960.

17097. To receive an update on the Germany Beck boundary dispute and to decide on any necessary action

Cllr. Urmston circulated a letter from the insurers solicitors regarding the suggestion of appointing a single joint expert. Following discussion, it was resolved to agree for the letter to be sent.

17098. To receive an update from the Neighbourhood Plan working group and decide upon any necessary action

A report had been circulated by the Neighbourhood Plan working group and was considered by councillors. Following discussion, it was resolved to give authority to Cllr. de Vries, Cllr. Urmston, Mr Michael Courcier and Mr Chris Marshall to form a drafting team for the Neighbourhood Plan and to commence the establishing of a consultation team. It was resolved to approve the drafting of a consultation questionnaire and it was noted that the support of all councillors would be needed to deliver consultation questionnaires to local businesses, housebuilders, individuals and groups within Fulford. It was further resolved that the Neighbourhood Plan working group would investigate how best to set up a website for the Neighbourhood Plan.

17099. To consider the forthcoming Local Plan consultation and decide upon any necessary action

The Local Plan is not yet available and there was nothing to consider.

17100. To receive a report from the Open Spaces working group and to decide on any necessary action to include:

a. To consider a request for the installation of cycle signs on Naburn Lane.

An email from Naburn Parish Council was considered and it was resolved to approve the request.

b. To consider the School Lane Playground tender documentation and decide on any necessary action

Following consideration, the tender documentation was approved in principle subject to some minor changes if they become necessary.

c. To consider the cost in the sum of £200 for materials for the repair of the bus shelter on Fordlands Road and overtime required to complete the work.

Following consideration, the cost was approved

d. To consider options for dealing with the rabbits on Fordlands Road playing field.

Following discussion, it was resolved to instruct a one- off treatment over winter

e. To consider repairs required for vandalised fence between the allotments and the cemetery.

Following consideration, it was approved to ask Cemetery staff to carry out repairs

f. To consider repairs required for vandalised play equipment on School Lane Playing Field.

Following discussion, it was resolved that if it was possible for Cemetery staff to remove the roof, this would be the best solution until replacement equipment can be installed.

17101. To receive a report from the Social Hall working group and to decide on any necessary action

Cllr. Clare reported that interviews for the position of Social Hall & Street Cleaner would be taking place on 6th September.

17102. To receive a report from the Cemetery working group to include consideration of vehicular access infringements.

This item was deferred to the next Cemetery working group meeting.

17103. To receive and consider an update from the Cemetery Lodge renovation group relating to the tender documents and decide upon any necessary action

See Item 17095.

17104. To receive a report from the HR panel and to decide on any necessary action to include

a. consideration of the applicants for the Street Cleaner/Social Hall Cleaner vacancy

Five Applicants were being interviewed on 6th September.

b. setting a date for a meeting of the HR panel

Following consideration, Wednesday 4th October at 6.30 pm was set for a meeting of the HR Panel. Cllr. J Walker agreed to email template review documents to the Clerk.

The Clerk left the meeting during discussion of Item 17104.c.

c. consideration of raising the Clerk's salary scale/spinal point

Following discussion, it was resolved to raise the Clerk's SCP from 23 to 27 from April 2017.

17105. To receive an update on correspondence relating to Footpath no 12 - Naburn Lane, Fulford, York and decide upon any necessary action.

The solicitors for the Carstairs Countryside Trust are awaiting their client's instructions. No further action can be taken until the instructions are received and communicated.

17106. To consider the Persimmon Homes Liaison Committee invitation and decide on any necessary action.

Following consideration and discussion, it was resolved to respond to Robin McGinn stating that the matter has been discussed and that whilst the Parish Council does want representation on the Persimmon Homes Liaison Committee, it would like to appoint its own representatives and would also like to see the terms of reference to establish how the various interested groups should be represented on the Liaison Committee. It was further resolved to write to CoYC to request the terms of reference.

17107. Confirm date and time of next meeting.

The next meeting of the Parish Council is Tuesday 3rd October at 7.30 pm. The next HR Panel Meeting is Wednesday 4th October at 6.30 pm.