

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 pm on Tuesday 12th February 2019 in the Old Library, Fulford Social Hall, School Lane, Fulford.

18243. Chair's welcome

In the absence of the Chair and the Vice-Chair at the commencement of the meeting it was resolved that Cllr. Vevers would chair the meeting. Cllr. Vevers welcomed all present to the meeting.

18244. To receive apologies and approve reasons for absence

- a. Present: Cllrs. Aspden (Vice-Chair) (arrived at 20:35), Clare (arrived at 20:15), Francis, Gardiner, Russell, Urmston, Vevers, G Walker and J Walker; two members of the public and the Clerk
- b. Apologies were received and approved from Cllr. de Vries, and apologies for lateness received and approved from Cllrs. Aspden and Clare.

18245. To receive any declarations of interest

Cllr. Urmston declared a non-pecuniary interest in Item 18258.a. 18/02169/FULM

18246. To receive and approve the Minutes of the Parish Council meeting held on 8th January 2019 and the extra-ordinary meeting on 5th February.

The Minutes of the meetings of the 8th January and 5th February were approved as a true record.

18247. To receive and consider nominations for the position of Chair.

There were no nominations received and the election of Chair was deferred to the next meeting.

18248. The elected Chair to sign the Declaration of Office Form

In the absence of an elected Chair this item was deferred to the next meeting.

18249. To receive and consider Parishioners' Questions and comments and decide on any necessary

Cllr. G Walker raised concerns over potential increases in traffic and noise in the Naburn Lane and Selby Road area resulting from any potential new business park in the area. No planning applications for such a business park have yet been made although preliminary consultation has taken place. It was agreed that if a planning application of this nature is made in that area, the resident's concerns would be considered.

A parishioner had emailed to ask when the signposting of Fordlands Road can be restored and made adequate and to draw attention to the apparent removal/disconnection of a lamppost immediately north of the Beck on the Cemetery side of the road. Following discussion, it was agreed that the Clerk would contact Highways at CoYC to request the information and report back to the parishioner.

No questions were raised by the members of the public in attendance.

18250. To receive and consider a report from the Ward Councillor and decide on any necessary action

Cllr. Aspden reported that dates had been set for the next Ward meeting and that he would send the details to the Clerk.

18251. To receive and consider a report from the Police and decide on any necessary action

A police report had been circulated and was noted. The Clerk informed councillors that incidents of graffiti in the Fordlands Road area had been reported to the police.

18252. To note correspondence received and decide on any necessary action to include:

a. Email from Scope relating to potential locations for Textile Banks;

An email had been received and circulated from Scope enquiring about the possibility of a textile recycling bank. Councillors were in favour of the idea in principle but were uncertain where such a facility could be located within the Parish as there would need to be parking available nearby. It was resolved that councillors would consider possible locations and respond further at a later date.

b. Email from prospective Fulford Resident regarding Germany Beck

An email had been received and circulated from a prospective purchaser at the Germany Beck development and the Clerk had drafted a possible response following consultation with councillors. Following discussion and consideration of the email and draft response, it was resolved to send the response as drafted.

c. Email from Heslington Parish Council regarding its Neighbourhood Plan

The correspondence had not reached all councillors so consideration was deferred to the next meeting and the Clerk was asked to request an extension of time for the Parish Council to consider and make comments.

d. Email from WR Dunn & McGoff Construction regarding proposed car parking area.

An email had been received and circulated proposing a car park on an area of Parish Council land in the Fordlands Road area to serve construction traffic during the building works at the care home and potentially provide additional car parking for the Cemetery following completion of the construction. A further email had been received and circulated from Chas Jones with comments on the proposal. The Planning Working Group had considered the proposal and made a number of comments and suggestions. Following discussion, it was agreed that the Parish Council would, in principle, be in favour of the plan if a number of possible issues could be resolved. It was therefore resolved that the Clerk would contact the WR Dunn & McGoff Construction to arrange a meeting between them and the Cemetery Working Group to discuss how best to proceed.

e. Email from Live Well York

An email from Live Well York had been received and circulated and was noted.

18253. Financial Matters

a. To approve the following payments:

	£
<u>Cemetery</u>	
First Data – Chip & Pin Machine	14.89
Fuel Genie – Cemetery Vehicles Fuel (Dec-Jan)	174.67
Fuel Genie – Cemetery Vehicles Fuel (Jan-Feb)	66.21
BT – Monthly Phone (Jan)	71.50
BT – Monthly Phone (Feb)	71.50
Npower – Gas	111.73
City of York Council – Commercial Waste	445.62
Crockey Hill Lawnmowers – Filters, plugs & spares for lawnmowers	320.16
Lock Fix Security – Repair Faulty Lock on JCB	99.00
Shaw & Sons – Register of Burials	252.00
Yorkshire Water – Water Rates	45.84
Yorkshire Internal Audit Services – First Audit	155.00
<u>Allotments</u>	
Lock Fix Security – Lock and Keys for Allotments	308.18
Yorkshire Water - Water Rates	135.97
<u>Parish Council</u>	
GiffGaff – Clerk’s Mobile	7.50
HP Instant Ink	12.99
Expend – Monthly Top Up	21.00
Expend – Subscription Prepaid Card	8.39
Sage – Sage Cover Renewal	201.60
Yorkshire Internal Audit Services – First Audit	155.00
<u>Social Hall</u>	
British Gas – Electricity	441.06
City of York Council – Commercial Waste	55.75
Plusnet – Broadband initial fee	6.00
Yorkshire Water – Water Rates	83.14
<u>Planning</u>	
Kings Chambers – Counsel Fees	600.00
<u>Staff Costs</u>	
Wages & Salaries	7976.62
HMRC	2116.59
NYPF	2992.38
Clerk Homeworking Allowance	18.00

All payments were approved

b. To consider any additional transfer to the Expend Prepaid card

As no major purchases were anticipated, it was not necessary to transfer additional funds.

c. To note the bank reconciliation to 31/01//2019

The bank reconciliation was noted.

d. To note the budget year to date figures

The budget year to date figures were noted.

e. To consider options for Budget Virement

The Clerk had identified a number of options for virement within the current budget and following discussion, all were approved.

f. To identify budget items to earmark from 2018/19 Budget to spend in 2019/20

The Clerk had identified a number of options to earmark funds to specific projects in 2019/20 from within the current budget and following discussion, all were approved.

18254. To consider apportionment revisions of the 2019/20 Budget

The Clerk had circulated a revised 2019/20 Budget at the request of Chairs of working groups. Following discussion, the revised 2019/20 Budget was approved, keeping the precept unchanged.

18255. To note the 2019/20 Cemetery Budget approved by the Cemetery Committee on 15 January 2019

The 2019/20 Cemetery Budget set by the Cemetery Committee on 15th January 2019 was noted and approved.

18256. To note the report from the Internal Auditor on the First Interim Visit for 2018/19 and decide on any necessary action

The Internal Auditor report had been circulated and was noted.

18257. To note the date of 2 May 2019 for local elections and the timetable for the Election process and decide on any necessary action.

The Clerk reported that the timetable for the election process is due to commence on 26 March from which point nominations for seats on the Parish Council can be received.

18258. Planning:

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

New applications

19/00062/TCA - Crown lift and deadwood Oak tree in a Conservation Area. St Oswalds Church of England Primary School Heslington Lane York YO10 4LX – no objections.

On-going applications

AOD/15/00053 - Condition 36 - 01/01315/OUT. Germany Beck Site East of Fordlands Road York

The Parish Council had not been consulted on this however, the Planning working group had noticed that a new materials plan had been submitted with information on brickwork and roofing materials. Following discussion, it was resolved that the Planning working group would draft a note to comment as follows:

- The Parish Council is surprised that this condition has not yet been discharged, considering the extent of buildings currently under construction.
- Confirmation is requested that the application is considered to be a 'subsequent' application under the EIA regulations and whether the publicity and consultation requirements have been met.
- Previous comments made in letter of 19th March 2015 are maintained.

18/02169/FULM - Change of use of existing care home bungalows (use class C2) to residential dwellings (use class C3) and construction of associated car park and access road from Fulford Park. Royal Masonic Benevolent Institute Connaught Court St Oswalds Road York YO10 4QA

Revised road construction details and a Heritage Impact Assessment were considered. The future security of the residents of the care home was discussed but no further comments were to be submitted as the application will be going to Committee on the 14th March and information on whether approval is to be recommended will be available before the next Parish Council meeting.

b. Enforcement Action

34 Eastward Avenue – no update available

Unauthorised development at the Germany Beck site relating to 01/01315/OUT and 12/00384/REMM - Marketing suite, New sign at A19 junction – an application was received on the afternoon of the meeting, therefore too late to be discussed at this meeting. It will be discussed at the next meeting and the Clerk is to request an extension of time for the consultation period to enable Parish Council consideration.

18259. To receive and consider an update on matters pertaining to Germany Beck and decide on any necessary action to include:

a. To consider any update on the Liaison Advisory Committee.

No update to consider

To consider exclusion of the press and public from the discussion of any aspect of items 18259.b and 18259.c by virtue of s.1(2) of the Public Bodies (Admission to Meetings) Act 1960

There being no updates to consider, the press and public were not excluded.

b. Any update on the boundary dispute and decide upon any necessary action.

No update to consider.

c. Any update on 17/02687/NONMAT - Non-material amendment to permitted application 12/00384/REMM to alter approved plans and amend approved bat mitigation strategy. Germany Beck Site East of Fordlands Road York

No update to consider

18260. To receive and consider any update on the Local Plan and decide on any necessary action.

An update had been received and circulated and the information received indicates that it is unlikely the examination stage will take place before the May elections. Cllr. Clare reported that at a recent meeting, Julian Sturdy had indicated it was more likely to take place in October.

18261. To receive and consider a report from the Cemetery working group and decide on any necessary action to include identifying areas of the 2018/19 budget to be earmarked for spending in 2019/20.

The Clerk reported that the electric gates to the Cemetery were in the process of being installed. The Clerk had identified and circulated options for virement and earmarking in the 2018/19 budget which were all approved.

18262. To receive and consider a report from the Cemetery Lodge working group and decide upon any necessary action

The Clerk reported that an update had been requested and was awaited from David Horsley.

18263. To receive and consider a report from the Open Spaces working group and decide on any necessary action to include

a. Consideration of any legal advice received with regard to the Sports Club requests;

The legal advice had arrived less than 2 hours before the meeting and had not reached all councillors. Because the advice was too extensive to consider fully within the meeting, consideration was deferred to the next meeting.

b. Consideration of quotes for playground maintenance;

One quotation (of four requests for quotations) had been received back from HAGS SMP. The Clerk is to respond to clarify the quotation received and provided both playgrounds can have routine quarterly inspections and maintenance for £480 or less per annum, it was resolved that the quotation would be accepted.

c. Consideration of CoYC offer of provision of stickers/posters re dog fouling

Following discussion, it was agreed to request some stickers and posters, the precise locations for them to be delegated to the Open Spaces working group. It was further resolved that the issue of dog walking through Fordlands Road open space be included in a future agenda.

18264. To receive and consider a report from the Social Hall working group and decide on any necessary action to include:

a. **Consideration of the purchase of crockery, cutlery and tea towels for the Social Hall kitchen and the small kitchen in the Social Hall library.**

Following discussion, it was agreed that Cllr. Clare would do an inventory of the crockery and the Clerk would order blue roll instead of tea towels but would order new cutlery.

b. **To note the installation of Wifi at the Social Hall**

Broadband has now been installed and wifi is available at the Social Hall. The heating renovations can now be booked.

c. **To receive and consider quotations for contract cleaning.**

Three quotations had been received and circulated. Following discussion, it was agreed to instruct Smart Cleaning on the basis of their quotation to commence at the earliest opportunity.

To consider exclusion of the press and public from the discussion of any aspect of item 18265 by virtue of s.1(2) of the Public Bodies (Admission to Meetings) Act 1960.

There being nothing to report, the press and public were not excluded.

18265. To receive and consider reports from the HR panel and Clerk and decide on any necessary

There was nothing to report.

18266. To consider any updates on the York Jubilee Air Rifle Club building and decide on any necessary action.

A letter had been received from the York Jubilee Air Rifle Club withdrawing their request to purchase either the leasehold or freehold of the building. It was resolved to add consideration of the building to the next agenda and the Clerk would acknowledge receipt of the letter.

18267. To receive and consider the Community Survey and decide on any necessary action.

Cllrs. Aspden and Gardiner reported on the Community Survey and the coordination of information between wards and parishes. They reported that the meeting they attended had been positive in looking for areas to reach out to other groups and co-ordinate projects to help combat isolation and loneliness. It was agreed that the Clerk would request permission from the Church to include information on the survey and research for an item in the Parish Council newsletter.

18268. Confirm date and time of next meeting.

The next meeting of the Parish Council will be held on Tuesday 12th March at 19:30.

The meeting closed at 21:09

Chair.