

Fulford Parish Council

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

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Minutes of the Meeting of the Parish Council held online by Zoom at 19:30 on Tuesday 9th February 2021

Present: Cllr. Urmston (Chairman), Cllr. Aspden (Vice-Chairman), Cllr. Clare, Cllr. de Vries, Cllr. Hughes, Cllr. Koprowska, Cllr. Walker, one member of the public and the Clerk.

20260. Chairman's welcome

The Chairman welcomed all present to the meeting.

20261. To receive apologies and approve reasons for absence

No apologies or reasons for absence were received.

20262. To receive any declarations of interest

Cllr. de Vries declared an interest in Items 20270.b.i) and 20271 for which she has a dispensation. Cllr. Urmston declared an interest in Item 20270.b.iv). Cllr Aspden declared an interest in Item 20272

20263. To receive and approve the Minutes of the Parish Council meetings held on 12th January 2021 and 25th January 2021

Following consideration, the minutes of the meetings of the 12th January 2021 and 25th January 2021 were approved as a true record.

20264. To receive and consider Parishioners' Questions:

No parishioners' questions were received.

20265. To note correspondence received and decide on any necessary action to include:

a. Email from the Girl Guides - Easter Event Proposal

Following consideration, it was resolved to support the Girl Guides' proposal for an Easter Event.

b. Local Plan Examination Updates 20210120 and 20210201 to be considered at Item 20272

The correspondence was noted and considered at Item 20272.

c. Email from North Yorkshire Police – Nuisance/illegal door to door callers

It was noted that the information had been added to the website and to Facebook.

d. NALC - Coronavirus Update - Elections 2021 dated 20210114

It was noted that there are no elections for Fulford this year.

e. NALC - Open letter from Cllr. Sue Baxter, NALC Chairman dated 20210113

Noted.

f. NALC Chief Executive's Bulletins 20210108, 20210115 & 20210129

Noted.

g. NALC Coronavirus Update 20210127

Noted.

h. NALC Newsletters 20210120, 20210126 & 20210202

To note

i. NYPF 95k Exit Cap Update 20210119

Noted.

j. NYPF Employee Contribution Bands 2021-2022

It was noted that the information has been sent for payroll administration.

Chairman's Initials

The member of the public left the meeting.

k. Resident's copied correspondence with planning enforcement re tree felling

Councillors believed that there had been a planning application for this site but it was resolved to thank the resident for updating the Parish Council and request that they let the Parish Council know if any response is received from planning enforcement.

l. Residents' letter to DfE re Fulford School - RSC letter

The copied correspondence was noted. It was further noted that some of the correspondence included erroneous comments in reference to the Parish Council. Following discussion and consideration, it was resolved to prepare a statement for the Parish Council website outlining the Parish Council's previous actions and decisions in relation to proposals for the expansion of Fulford School and its responses to the access options presented to it.

m. YLCA - Climate Action 50 Point Plan for councils - 22 Jan 2021

Noted. Discussion was deferred to Item 20276.

n. YLCA - CoYC Joint Standards Committee Ballot Email

Following discussion, it was resolved to vote for Cllr. Mark Kelsall Waudby of Rawcliffe Parish Council. Having declared personal knowledge of one of the candidates, Cllr. Aspden abstained from the vote.

o. YLCA - North Yorkshire Police Ask the Experts - Safer Internet Session

Noted.

p. YLCA - The Right to Regenerate Email

Cllr. Aspden agreed to request a briefing note for circulation prior to any potential further consideration.

q. YLCA Branch Meeting 11 February 2021 request for questions

The date of the meeting was noted. Cllrs. Clare and Koprowska agreed to attend and Cllr. Urmston indicated an intention to attend to observe.

r. YLCA Branch Meeting Email

Noted as above.

s. YLCA -Remote Meetings Power Continuation Survey

Following consideration, it was agreed to respond in support of the continuation of remote meetings powers and Cllr. Koprowska agreed to complete the survey on agreed lines.

t. YLCA Training Bulletin 15 Jan 2021

Noted.

u. YLCA White Rose Updates 20210108 and 20210122

Noted.

v. York Flood Plan - Replacement of the Foss Barrier Gate

Noted.

20266. To consider and confirm any decisions made under the powers authorised under Item 19234 of the Extra-Ordinary Parish Council meeting on 21st March 2020 to include:

- a. The decision taken on 26th January to accept the quote received on 19th January from Sleightholm Landscaping for installation of fencing at the Village Green and instruct the works to commence at the earliest opportunity.**

It was resolved to confirm the decision.

20267. To receive and consider a report from the Ward Councillor and decide on any necessary action

It was noted that eScooter information had been forwarded to councillors. Cllr. Aspden reported that City Fibre are due to return to complete the work on Fulford Main Street in March and that residents will receive notification of the works.

Cllr. Aspden further reported that a consultation on a proposal for a residents' parking zone on Main Street near St Oswald's Church was being organised and the Parish Council will be included in the consultation.

Cllr. Aspden reported that the testing site at York University is now open for non-symptom testing and the Clerk confirmed the updates would be posted to the Facebook page.

A public virtual meeting on Flood Defences is being arranged with City of York Council officer and the Environment Agency for 15th April at 17:30.

The next Ward Team meeting will be on 17th March and is the last opportunity to apply for any schemes for this financial year. It was noted that Cllr. Koprowska had joined Fulford in Bloom and that plans for more trees and flowers were being considered which may seek Ward funding in future.

20268. To receive and consider any report from the Police and decide on any necessary action

It was noted that reports have been received and circulated for December and January.

20269. Financial Matters

a. To approve the payments presented for authorisation

The following payments were approved and it was resolved to cancel the broadband contract at the Social Hall until the hall is fully open again.

Code	Description	Supplier	Total
PC5 Play Equipment - Inspection & Repair Contract	Playground Inspection Charges	Hags_Smp Ltd	144.00
CEM3 Chip & PIN Machine Fees & Charges	Chip & PIN Machine Service Charges & Fees	Fiserv (First Data)	36.37
CEM3 Gas	Gas Charges	CNG Energy Ltd	4.95
CEM3 Water Rates/Sewerage	Water Rates Payment	Yorkshire Water	63.45
PC8 SH - Broadband	Broadband and Phone Payment	Plusnet	28.20
CEM3 Telephone/Broadband	Broadband and Phone Payment	Plusnet	71.40
PC3 Prepaid Card Service Charges (Expend)	Monthly Subscription Payment	Expend Limited	8.39
CEM1 Cemetery Fees - Interments	Refund Overpayment	JG Fielder Funeral Directors	20.00
PC5 Allotments Water Rates	Water Rates Payment	Business Stream	79.97
PC3 Tools, Equipment & H&S Equipment	GDPR Compliant Paper Shredder	John Lewis	69.99
	Salaries		8,767.37
CEM5 Machinery - Servicing/Repairs/Components	Supply 1 x ISEKI Exhaust & Gasket	Crockey Hill Lawnmowrs	324.00
CEM7 Renovation Projects - Cemetery Lodge	Final Valuation No. 4 - Final Payment	JMark Construction Ltd	3,037.27
PC3 Training & Training Resources	Webinar Training Charges	Yorkshire Local Councils Association	30.00
PC3 Training & Training Resources	Webinar Training Charges	Yorkshire Local Councils Association	48.00
PC3 Training & Training Resources	Webinar Training Charges	Yorkshire Local Councils Association	15.00
PC3 Training & Training Resources	Webinar Training Charges	Yorkshire Local Councils Association	48.00
PC3 Training & Training Resources	Webinar Training Charges	Yorkshire Local Councils Association	30.00
PC8 SH - Electricity	Electricity Charges	British Gas	47.35
CEM3 Electricity	Electricity Charges	British Gas	61.75
		Total	12,935.46

b. To note the receipts presented

The following receipts were noted:

RECEIPTS LIST						
Voucher	Code		Date	Description		Total
407	CEM1 Cemetery Fees - Interments		01/01/2021	RO1		959.00
408	CEM1 Cemetery Fees - Interments		01/01/2021	RO1		959.00
437	PC1 Other Income - Interest on Capital		01/01/2021	Gross Interest		4.80
405	PC10 Tenancy - Income Gain to Repay Reserves		06/01/2021	Cemetery Lodge Apartment Rent		700.00
409	CEM1 Cemetery Fees - Interments		11/01/2021	RO1		959.00
410	CEM1 Cemetery Fees - Interments		12/01/2021	RO1		979.00
412	CEM1 Cemetery Fees - Memorials		12/01/2021	Headstone Inscription		70.00
411	CEM1 Cemetery Fees - Interments		13/01/2021	Ashes		303.00
413	CEM1 Cemetery Fees - Memorials		14/01/2021	Memorial		150.00
414	CEM1 Cemetery Fees - Burial Rights Purchases		14/01/2021	Purchase		647.00
415	CEM1 Cemetery Fees - Burial Rights Purchases		15/01/2021	Single		712.00
416	CEM1 Cemetery Fees - Interments		15/01/2021	Single		959.00
417	CEM1 Cemetery Fees - Interments		15/01/2021	Ashes		352.00
418	CEM1 Cemetery Fees - Memorials		15/01/2021	Memorial		220.00
406	CEM1 Cemetery Fees - Interments		15/01/2021	Corr. Funeral Director December underpayments		81.00
419	CEM1 Cemetery Fees - Memorials		18/01/2021	Memorial		150.00
420	PC1 Grants - Ward Grants		20/01/2021	Ward Grant - Fordlands Rd Toddler Multiplay		2,976.00
421	CEM1 Cemetery Fees - Memorials		20/01/2021	Headstone Inscription		94.00
422	VAT Payments and Receipts		20/01/2021	VAT REFUND		5,965.83
423	CEM1 Cemetery Fees - Memorials		21/01/2021	Headstone Inscription		94.00
424	CEM1 Cemetery Fees - Memorials		22/01/2021	Memorial		150.00
425	CEM1 Cemetery Fees - Memorials		25/01/2021	Memorial		150.00
426	CEM1 Cemetery Fees - Memorials		26/01/2021	Memorial		150.00
427	CEM1 Cemetery Fees - Interments		26/01/2021	RO2		1,050.00
428	CEM1 Cemetery Fees - Burial Rights Purchases		27/01/2021	Purchase		712.00
429	CEM1 Cemetery Fees - Interments		27/01/2021	Ashes		299.00
430	CEM1 Cemetery Fees - Interments		27/01/2021	Ashes		340.00
436	CEM1 Cemetery - Interest on Capital		27/01/2021	Gross Interest		0.19
431	CEM1 Cemetery Fees - Interments		28/01/2021	RO1		1,050.00
432	CEM1 Cemetery Fees - Memorials		28/01/2021	Memorial		150.00
433	CEM1 Cemetery Fees - Memorials		29/01/2021	Memorial		150.00
434	CEM1 Cemetery Fees - Burial Rights Purchases		29/01/2021	Double		712.00
435	CEM1 Cemetery Fees - Interments		29/01/2021	Double		1,050.00
						23,297.82

c. To note the budget year to date figures

The budget year to date figures were noted.

d. To approve the bank reconciliation

The bank reconciliation to 31st January was noted.

20270. To consider a report of planning applications and questions considered by the Planning Working Group and decide on any further action:

a. New applications

- i) **21/00100/FUL – Two storey front, first floor side and single storey rear extensions. 52 St Oswalds Road York YO10 4PF.**

No objections.

b. Ongoing applications

- i) **20/02123/FULM – Erection of 14no. dwellings with associated garages and infrastructure (revised scheme). Germany Beck Site East of Fordlands Road York**

No update.

- ii) **20/02029/NONMAT – Non-material amendment to permitted application 12/00384/REMM to alter the road layout, siting, handling and garage arrangements for plots 204 – 263 (Stage 3) Germany Beck Site East of Fordlands Road York**

It was resolved to write to request details of the housetype plans with the planning working group to prepare the draft along agreed lines.

iii) **AOD/19/00403 – Condition 36 (Materials for phase 3) of 01/01315/OUT. Germany Beck Site East of Fordlands Road York**

No update.

iv) **20/01471/FULM – Change of use of existing bungalows (Use Class C2) to residential accommodation where care is provided (Use Class C3(b)) with construction of associated parking court and access driveway from Fulford Park (resubmission). Royal Masonic Benevolent Institute Connaught Court St Oswalds Road York YO10 4QA**

No update but it was noted that the next date for the Area Planning Committee is 18th February.

v) **19/01969/FULM | Extension to existing York Designer Outlet Centre, relocation of existing Park & Ride facility and outdoor events space, creation of new retail car parking and associated landscaping | York Designer Outlet St Nicholas Avenue York YO19 4TA**

It was noted that there had been no update or further information since August 2020 but that a meeting is expected to take place on 11th February for councillors to discuss the application with the developer.

c. Enforcement Action

i) **Germany Beck – Breaches of conditions – no update.**

ii) **Fulford Reach Moorings – no update.**

iii) **34 Eastward Avenue – no update.**

iv) **Land adjacent to 141 Broadway**

A draft letter had been circulated and it was resolved to send the letter as drafted.

d. To note the following LPA decided applications

20/02144/FUL Installation of 3no. new windows and enlargement of 1no. existing window (retrospective) Fulford School Fulfordgate York YO10 4FY – LPA Approved

20/02302/TPO Dead wood 1no. Oak; Crown lift 1no. Oak, prune to ensure 2m clearance from neighbouring property – protected by Tree Preservation Order no.3/1977 32 Fulford Park York YO10 4QE – LPA Approved with conditions

20/02358/TCA Fell Leylandii tree in a Conservation Area Sandyfield 141 Main Street Fulford York YO10 4PP – LPA Approved

20/02359/FUL Variation of conditions 3 and 4 of permitted application 18/01614/FUL to allow use of car park for temporary siting of ice rink and funfair between 1st February 2021 and 16th April 2021 York Designer Outlet St Nicholas Avenue York YO19 4TA – LPA Approved

20/02407/TCA Fell 6no. Sycamores and 1no. Ash tree; reduce by 1m and lift by 4m 1no. Ash – tree works in a Conservation Area 15 Heslington Lane York YO10 4HN – LPA Approved

20/02383/TPO Crown lift of 3 metres to 2no. Sycamores; crown reduce 1no. Ash tree by 1/3 – protected by Tree Preservation Order no. 21/1985. 1 Connaught Square St Oswalds Road York YO10 4FQ – LPA Approved

20271. To receive and consider an update on matters pertaining to the Germany Beck Liaison Advisory Committee (LAC) to include

a. Consideration of agenda items to include a request to open the footpath

Following consideration, it was resolved to request that opening of the footpath onto School Lane and consideration of the parish field ownership be included on the agenda for the next meeting of the LAC which has been pencilled in for 11th March from 4pm. It was further agreed to propose that quarterly meeting dates be agreed and set at the March meeting to prevent future delays in meeting scheduling.

It was noted that to date, no Germany Beck residents had been proposed by Persimmon as LAC members and it was agreed that Cllr. Hughes would add information to the Germany Beck residents' Facebook Page to let residents know a place on the LAC was available for a Germany Beck resident.

20272. To receive and consider the updates on the Local Plan Examination (Phase 1) received at Item 20265.b and decide on any necessary action.

Updates had been received and circulated and it was noted that a public consultation will take place prior to the hearings stage.

20273. To receive and consider a report from the Cemetery working group and decide on any necessary action to include:

a. Review of the Covid-19 practices and restrictions

It was noted that the volume of visitors to the Cemetery continues to be higher than usual for the time of year. It was also noted that a number of visitors were not social distancing and had been attending in groups. The Clerk agreed to make the local PCSO aware. Following consideration, no changes to current practices and restrictions were deemed appropriate.

b. Consideration of options for provision of holiday cover

Following consideration, it was resolved to close the Cemetery office for one week to enable annual leave to be taken. Funeral directors would receive prior notice that burial booking would not be possible during that week, the Clerk agreed to cover emails and telephone calls during the closure and the groundstaff would facilitate any burials previously arranged for during that week. It was agreed that long term holiday cover arrangements would be considered at the upcoming Cemetery working group meeting.

c. Consideration of items for inclusion on the agenda for the Cemetery Committee meeting.

It was noted that a Cemetery Committee meeting was scheduled for Tuesday 16th March at 10am. Fee review and budget consideration were agreed as items for the agenda.

20274. To receive and consider a report from the Open Spaces working group and decide on any necessary action to include:

a. Consideration of the Allotments Rents Increase response to include

i) Reactions to raising them

It was noted that one allotment tenant had raised objection to the rent increase but all other correspondence received had been accepting. It was agreed that Cllr. Koprowska would draft a response to the objection explaining that the rise of £5 to £35 per year equates to less than 10p per week and similar plot sizes at other allotment sites in the City start at £96 per year.

ii) Concessions

Following consideration, it was agreed that concessions would not be considered for 2021-2022.

iii) Fees for next year.

Following consideration, it was resolved that the fees would rise annually to reflect those charged elsewhere in York, at least for non-Fulford residents. It was agreed that the plans would be outlined at the next Allotments meeting.

b. Review of the Allotments Tenancy Agreement

It was agreed that no amendments were necessary at present.

c. Consideration of any update on the Village Green fencing

It was noted that Sleightholm were due to commence the work shortly and would meet with Cllr. Koprowska on site to establish exact positioning.

d. Consideration of any update on the Parish Field developments

i) Consideration of proposed plans for the field.

Following consideration of a proposed plan received from the Football Club representative together with four plan options prepared by Cllr. Hughes, it was agreed that the aspirations of all parties involved would be problematic to achieve. It was noted that the plans received from the sports club included proposals for additional tennis courts and additional football pitches to be accommodated within the limited space and following lengthy discussion of the various options, it was agreed that either additional tennis courts or additional football pitches was more realistic. Concerns were raised that the inclusion of additional tennis courts for a private members' club would result in parish residents being required to pay to use an area that would otherwise be free for their use. Concerns were also raised that the proximity of the additional football pitches in the plans to the nearby Germany Beck properties may cause disturbance for residents.

It was further agreed that as the parish field is an area of public open space, a public consultation should be carried out to ensure that the views of the community as a whole on the uses of the field can be considered and it was noted that the other stakeholders should be encouraged to agree to a public consultation. Cllr. Aspden reported that an officer from CoYC may become available to assist all the parties involved with the project in the near future and this may provide a more objective viewpoint to take the project forward. It was noted that the next meeting between the sports club representatives and councillors had been arranged for 22nd February.

Cllr. Clare thanked Cllrs. Koprowska and Hughes for their hard work in bringing the plans forward to this stage.

ii) Proposal for covered tennis courts

It was noted that a proposal for a covered tennis court had been considered by the Tennis Club but was no longer being considered.

e. Consideration of any update on play equipment repairs and installation

i) Repairs by Kompan

It was noted that the repairs need to be checked.

ii) Repairs by Playscheme

It was noted that the repairs have now been scheduled to commence on 18th March.

iii) New equipment to be installed by Higgs

It was noted that the order for the Toddler Multiplay has been placed and is awaiting contact from the project manager with a start date. It was noted that the Play and Exercise Area Improvement Opportunity deadline is February 28th and it was agreed that Cllrs. Koprowska and de Vries would inspect Fordlands Road playing field with a view to any potential projects.

iv) Playground Inspections.

The inspections providers would be discussed at the next working group meeting.

f. Consideration of any update on grass cutting requirements and quote from Sleightholm

It was noted that the Tennis Club had requested additional mows but having increased the mows last year, it was decided to evaluate further at the end of the grass cutting season. It was noted that maintenance of the hedge between the parish field and St Oswald's School would need to be included in this year's contract.

g. Consideration of any update on the Naburn Bus Shelter

It was noted that Cllr. Hughes had met with JMark Construction and a quote for the repairs is awaited. It was further noted that the hedge within the bordering private property would need to be cut back and access from within the garden of the neighbouring property may be required for the repairs to the roof to be carried out. It was agreed that the Clerk would write to the property owners and if necessary, the NEO at CoYC would be asked to contact them. It was agreed that once the quotes are available, the Designer Outlet would be approached to request a contribution.

h. Consideration of proposals for tree planting

It was noted that the Environment Agency's scheme would provide new trees that they would plant and maintain for 5 years. Following consideration, it was agreed that trees for the following sites would be requested:

- near to the new pumping station to screen it as the trees mature;
- along the edge of the A19 on Fordlands Playing Fields
- at the Village Green but not too close to the Tansy plants (not whips, as these are too vulnerable)
- along the banks of Germany Beck up from the pumping station

i. Consideration of contractors for quotation requests to repaint/repair Fulford signs and sources of funding to enable their repainting/repair.

Following consideration, it was resolved to delegate the Clerk to request quotes from the suggested contractor and instruct the works up to a maximum budget of £750.

20275. To receive and consider a report from the Social Hall working group and decide on any necessary action to include:

a. Consideration of any changes to current Covid-19 practices and restrictions

It was agreed no changes were necessary whilst the hall is closed to the public.

b. Consideration of any property maintenance matters

Cllr. Clare reported that repairs had been carried out to the soffit free of charge and the leaking radiator pipe had been repaired. Cllr. Clare also reported that Cllr. Hughes had attended the site and had some ideas for improvements to the foyer that will be brought to a future meeting.

20276. To receive and consider an update on the declaration of a climate emergency and decide on any necessary action to include:

a. A proposal to change the name of the Climate Emergency Declaration working group

Following consideration, it was agreed to change the name of the working group to the Fulford Climate and Ecological Emergency Working Group.

b. To consider a draft environment strategy document

A discussion document for vision and strategy for the working group had been drafted and circulated. Following consideration, councillors thanked Cllr. Koprowska Cllr. Clare for their work and it was resolved to adopt the document, add it to the website and send it along with the support to the Ecological Bill correspondence.

20277. To consider any updates or information resulting from recent training webinars and decide on any necessary action to include:

a. An update from Cllr. Walker from the YLCA Conducting appraisals webinar

Cllr. Walker had circulated information received from the YLCA conducting appraisals webinar and the Clerk had circulated the information from the internal auditor webinar.

20278. To receive and consider update on the winding up of the Mary Key charity.

Deferred to the next meeting.

20279. To consider exclusion of the press and public from the discussion of any aspect of item 20280 by virtue of s.1(2) of the Public Bodies (Admission to Meetings) Act 1960.

The press and public were excluded public from the discussion of any aspect of item 20280 by virtue of s.1(2) of the Public Bodies (Admission to Meetings) Act 1960.

20280. To receive and consider reports from the HR panel and Clerk and decide on any necessary action to include:

a. Consideration of delay to performance review dates pending reduction in lockdown restrictions

Following discussion, it was agreed to postpone the performance reviews either until they can be done in person or until a means to manage them remotely can be achieved.

20281. To consider and propose any items for inclusion on the agenda for the next meeting

It was agreed that any items for the next agenda would be sent to the Clerk by email.

20282. Confirm date and time of next meeting.

The next full Parish Council meeting is on Tuesday 9th March at 19:30.

The Cemetery Committee meeting is on 16th March at 10:00.

The Chairman closed the meeting closed at 21:42