

Fulford Parish Council

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

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Minutes the Meeting of Fulford Parish Council on 14th September 2021 at 19:30 in the Old Library, School Lane, York, YO10 4LS and online via Zoom

Present: Cllr. Juliet Koprowska (Chairman); Cllr. Keith Aspden (Vice-Chairman); Cllr. Simon Marsh; Cllr. Mary Urmston; Cllr. Geof Walker; 2 members of the public and the Clerk.

21044. Chairman's welcome

The Chairman welcomed all present to the meeting and made introductions.

21045. To receive apologies and approve reasons for absence

Apologies were received and reasons for absence approved from Cllr. Clare and Cllr. de Vries.

21046. To receive any declarations of interest

Cllr. Walker declared a non-pecuniary interest in Item 21057.a.iii; Cllr. Aspden declared a non-pecuniary interest in any matters pertaining to City of York Council; Cllr. Urmston declared a non-pecuniary interest in Item 21057.e.ii.

21047. To receive and approve the Minutes of the Annual Parish Council Meeting and Ordinary Parish Council meeting held on 4th May 2021

The Minutes of the Annual Parish Council Meeting and Ordinary Parish Council meeting held on 4th May 2021 were approved as a true record.

21048. To receive and consider Parishioners' Questions:

a. A resident had emailed to query when the hedge and vegetation on Fordlands Road along the Cemetery side would be cut back.

It was agreed to inform the resident that the hedges are not cut during the nesting season and hedge-cutting generally resumes in September, so it will be carried out shortly by Cemetery staff.

b. A resident queried if Item 21057.c.iii should be raised with the Ombudsman.

Deferred for discussion to Item 21057c.iii

c. A resident requested that the Parish Council avoid the inconvenience of closure of the access to the parish field at Item 21061.iv

Deferred for discussion to Item 21061.iv

d. A resident commented to say that were pleased to see the Newsletter, both online and in print.

Noted and considered at item 21064.

e. A resident suggested the planting of hawthorn hedging along the boundary gates between the Cemetery and the Allotments.

It was resolved to seek quotes for hawthorn hedging along the fencing.



















































21049. To note correspondence listed at Appendix 1 and decide on any necessary action

The following items of correspondence were noted:

- a. *NALC Correspondence*
- b. *YLCA Correspondence*
- c. *QR Poster Service Email*
- d. *Email re Barmby Avenue verges*
- e. *Resident email re Newsletter Accessibility*
- f. *Email from resident re Newsletter contact info & Bus Shelter Report*
- g. *York Boat Club Hazardous Waste - Response from York Sport*
- h. *Email re York Environment Week 2021*
- i. *Email re Minerals and Waste Joint Plan - Main Modifications Consultation*
- j. *Email from CoYC re Support for Afghan Refugees*
- k. *Email from resident re Fulford Ings Corridor & Tansy Beetles*
- l. *Email re St Oswald's School 250th Anniversary update*

Chairman's Initials

m. Email re Neighbourhood Watch enquiry

-  20210622 Facebook Post re location closed off PROW behind Naburn Lane .png
-  20210622 Facebook Post re closed off PROW behind Naburn Lane .png
-  20210622 Cemetery - Correspondence re Jewish Burial Area.pdf
-  20210622 Correspondence Received - Birds nest destruction emails.pdf
-  20210622 Correspondence Received - Cemetery Lodge Tenancy email from letting agents.pdf
-  20210622 Correspondence Received - copied correspondence between resident and Planning Enforcement - St Oswald's Road.pdf
-  20210622 Correspondence Received - Defibrillator - 20200512 Email Trail re Defibrillator Options.pdf
-  20210622 Correspondence Received - Defibrillator request - Installing a Community Public Access Defibrillator information.pdf
-  20210622 Correspondence Received - Defibrillator Request Email.pdf
-  20210622 Correspondence Received - Email re Bus Shelters - image similar to proposed new shelter .jpg
-  20210622 Correspondence Received - Email re Bus Shelters s.106 funds.pdf
-  20210622 Correspondence Received - Email re Cherrywood Crescent planning application revision.pdf
-  20210622 Correspondence Received - Email re Cherrywood Crescent speeding.pdf
-  20210622 Correspondence Received - Email re Cherrywood Crescent tree lopping.pdf
-  20210622 Correspondence Received - Email re closed off PROW behind Naburn Lane.pdf
-  20210622 Correspondence Received - Email re donated Oak Saplings from St Oswald's School.pdf
-  20210622 Correspondence Received - NALC - Chief Executive's Bulletin 4 June 2021.pdf
-  20210622 Correspondence Received - NALC - Chief Executive's Bulletin 11 June 2021.pdf
-  20210622 Correspondence Received - NALC - Chief Executive's Bulletin 21 May 2021.pdf
-  20210622 Correspondence Received - NALC - Newsletter 20210512.pdf
-  20210622 Correspondence Received - NALC - Newsletter 20210519.pdf
-  20210622 Correspondence Received - NALC - Newsletter 20210603.pdf
-  20210622 Correspondence Received - NALC - Newsletter 20210609.pdf
-  20210622 Correspondence Received - NALC - Return to In Person Meetings Advice.pdf
-  20210622 Correspondence Received - Parish Field - Dogs.pdf
-  20210622 Correspondence Received - Planning Inspectorate Email - Footpath Fulford 23 Copy of Order.pdf
-  20210622 Correspondence Received - Planning Inspectorate Email - Footpath Fulford 23 Letter to Notified Parties.pdf
-  20210622 Correspondence Received - Planning Inspectorate Email - Footpath Fulford 23 Notice of Order.pdf
-  20210622 Correspondence Received - Planning Inspectorate Email - Footpath Fulford 23.pdf
-  20210622 Correspondence Received - Resident Email re Fulford Ings path near moorings.pdf
-  20210622 Correspondence Received - Resident email re Germany Lane dog waste bin.pdf
-  20210622 Correspondence Received - Resident email re Open Space Provision deficiency- Children's Play Areas.pdf
-  20210622 Correspondence Received - Tree Removal Request details.docx
-  20210622 Correspondence Received - Tree Removal Request.pdf
-  20210622 Correspondence Received - YLCA - Guidance for owners and operators of urban centres, public spaces and managing playgrounds a...
-  20210622 Correspondence Received - YLCA - The Future of Remote Meetings Call for Evidence - Consultation Details.pdf
-  20210622 Correspondence Received - YLCA - The Future of Remote Meetings Call for Evidence.pdf
-  20210622 Correspondence Received - YLCA - VAT on digital services from other countries.pdf
-  20210622 Correspondence Received - YLCA - White Rose Update 20210514.pdf
-  20210622 Correspondence Received - YLCA - White Rose Update 20210528.pdf
-  20210622 Correspondence Received - YLCA - White Rose Update 20210618.pdf
-  20210622 Correspondence Received - YLCA Branch Meeting Agenda.pdf
-  20210622 Correspondence Received - YLCA Draft Minutes M170521 draft.pdf
-  20210622 Correspondence Received - YLCA Draft Minutes M240421 draft.pdf
-  20210622 Correspondence Received - YLCA Law & Governance Bulletin 20210524.pdf
-  20210622 Correspondence Received - YLCA Law and Governance Bulletin 20210616.pdf
-  20210622 Correspondence Received - YLCA Training Programme May 2021.pdf
-  20210622 Correspondence Received - YLCA Branch Meeting - Julian Sturdy MP Report .pdf
-  20210610 Correspondence Received - Chas Jones Request for Battle of Fulford Walk.pdf
-  Screenshot of List of Correspondence Received Since Last Meeting but Already Considered.png

a. Email from Natural England re signs and footpaths on Fulford Ings

Cllr. Koprowska explained some background on the correspondence and following consideration it was agreed that no action was required except to maintain links with Natural England over the SSSI and communicate with the community when necessary.

b. Forwarded resident email from CoYC Planning re Fed 21/00205/CONSRH planning infringement at the new 'Connaught Square' houses at the end of St Oswald's Road

Cllr. Urmston reported that the matter had been dealt with and a planning application had been made. It was resolved to respond to thank the correspondent for keeping the Parish Council informed.

c. Email from Football Sports Club re Signage at Parish Field

It was resolved to approve the request for permission for the proposed sign.

d. Email from resident re Access to Park Areas

It was agreed to ask the staff at the Cemetery if they have capacity to deal with the issues raised.

d. Letter from resident re Main St HGV traffic & Yorks Water manhole cover

It was noted that City of York Council and Yorkshire Water had carried out the requested works on the drain covers on Main Street and it was agreed to respond to the resident to thank them for copying their correspondence to the Parish Council.

e. Email with NYCC request for call for evidence on the national resilience strategy

It was agreed that a response at Parish Council level was not necessary on the basis that the principal authority was already providing feedback.

f. Copied correspondence between resident and Planning Enforcement - St Oswald's Road

Duplicate of b. in error.

g. Letter from resident re broken trees on Pinfold and Battle of Fulford Memorial Stone

It was noted that a new location for the Battle of Fulford Memorial Stone had not been decided and it was resolved to add it for consideration to the next agenda. Consideration of the report on the Pinfold trees was deferred to the discussion at Item 21061.m and it was agreed to respond to the resident with an update.

i. Email from YLCA re Queen's Green Canopy

It was resolved that Cllr. Aspden would pass the information to Fulford In Bloom.

21050. To consider and confirm any decisions listed at Appendix 2 made under the powers authorised under Item 19234 of the Extra-Ordinary Parish Council meeting on 21st March 2020

It was resolved to confirm the following decisions taken under the delegated powers:

- 20210526 Delegated Decision - 20_02029_NONMAT Letter Approval.pdf
- 20210602 Delegated Decision - Planning Applications Consultation Responses.pdf
- 20210602 Delegated Decision - St Oswalds School Plant Sale on Parish Field.pdf
- 20210610 Delegated Decision - Cemetery Visiting Hours.pdf
- 20210705 Delegated Decision - Local Plan Representations.pdf
- 20210706 Delegated Decision - New Bank Account with Unity Trust Bank.pdf
- 20210709 Delegated Decision - 13th July Meeting Cancellation.pdf
- 20210719 Delegated Decision - Bus Shelter Replacements - Crossfield Crescent_Main Street.pdf
- 20210719 Delegated Decision - Cemetery Lodge Apartment Roofing Repairs Quote Request.pdf
- 20210719 Delegated Decision - Social Hall Hire Arrangments from 19th July.pdf
- 20210719 Delegated Decision - Social Hall Updated Risk Assessment, Guidelines, Information to Hirers.pdf
- 20210730 Delegated Decision - 10th August Meeting Cancellation.pdf
- 20210804 Delegated Decision - Newsletter Approval of Proof for Printing.pdf
- 20210810 Delegated Decision - Casual Vacancy Advertisement.pdf
- 20210810 Delegated Decision - Local Plan Representations.pdf
- 20210810 Delegated Decision - Planning Applications Consultation Responses.pdf
- 20210810 Delegated Decision - Social Hall Gte Replacement.pdf
- 20210810 Delegated Decision - Unity Trust Bank Terms and Conditions Resolution and Declaration.pdf
- 20210811 Delegated Decision - Cemetery Plot 45 Grave Spaces.pdf
- 20210819 Delegated Decision - Cemetery Lodge Apartment Roofing Repairs Quote Acceptance.pdf
- 20210901 Delegated Decision - Bank Accounts - Triodos Bank, Charity Bank & Nationwide Building Soci...
- 20210907 Delegated Decision - Battle of Fulford Walk 2021.pdf

20210914 Delegated Decision – To Co-Opt Simon Marsh to one of the vacancies for Parish Council

21051. To receive and consider a report from the Ward Councillor and decide on any necessary action to include consideration of the Germany Beck Flood Alleviation Scheme Update August 2021

It was noted that information on the Germany Beck Flood Alleviation Scheme Update had been circulated.

Cllr. Aspden reported that an invitation had been issued to residents by email and social media to join a virtual presentation and Q&A on the 27th September 2021 at 5:30pm to discuss the latest update on the joined-up plan for local flood defences in the village. The invitation had been shared on the Parish Council Facebook page and will be added to the website page.

Cllr. Aspden reported that there had been some social media interest in the felling of five trees by York University Rowing Club. It was resolved that the Clerk would make contact with them to query the nature of the works.

Cllr. Aspden further reported that the Ward Meeting was due to be held on the evening of 15th September and it was agreed that Cllr. Urmston would attend.

21052. To receive and consider any report from the Police and decide on any necessary action

The reports had been circulated and were noted.

Cost Centre	Receipts			Payments			Net Position +/- Under/over spend
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	
CEM1 Cemetery Income	219,897.40	83,278.97	-136,618				-136,618
CEM2 Cemetery Capital Income							
CEM3 Cemetery Admin & Office Expenditure				19,054.00	9,013.78	10,040	10,040
CEM4 Cemetery Health & Safety				2,950.00	175.61	2,774	2,774
CEM5 Cemetery Maintenance & Overheads				13,100.00	4,625.40	8,475	8,475
CEM6 Cemetery Miscellaneous Expenditure				7,713.05	3,483.45	4,230	4,230
CEM7 Cemetery Property Maintenance & Repairs				3,300.00	31.04	3,269	3,269
CEM8 Cemetery Staff Expenditure				168,566.97	65,141.34	103,426	103,426
CEM9 Cemetery Capital Expenditure							
PC1 Parish Council Income	63,527.00	39,686.27	-23,841		6,696.14	-6,696	-30,537
PC10 Parish Council Tenancy Account	7,118.40	4,200.00	-2,918	1,281.60	465.00	817	-2,102
PC11 Parish Council Capital Expenditure							
PC2 Parish Council Capital Income							
PC3 Parish Council Admin & Office Expenditure		418.56	419	7,294.00	2,630.34	4,664	5,082
PC4 Parish Council Grants				400.00	250.00	150	150
PC5 Parish Council Open Spaces		3,050.00	3,050	17,030.00	16,961.33	69	3,119
PC6 Parish Council Planning				6,000.00		6,000	6,000
PC7 Parish Council Projects							
PC8 Parish Council Social Hall		1,402.45	1,402	10,530.00	3,480.31	7,050	8,452
PC9 Parish Council Staff Expenditure				22,000.00	7,578.77	14,421	14,421
VAT							
NET TOTAL	290,542.80	132,036.25	-158,507	279,219.62	120,532.51	158,687	181
Total for ALL Cost Centres		132,036.25			120,532.51		
V.A.T.		4,107.97			5,273.17		
GROSS TOTAL		136,144.22			125,805.68		

21053. To consider appointment of the Internal Auditor for 2021/2022 deferred from the Annual Meeting.
Deferred to next meeting.

21054. Financial Matters

a. To note the payments authorised listed

A list of payments previously authorised using delegated powers had been circulated and it was resolved to confirm approval of all payments.

b. To approve the payments presented for authorisation at Appendix 3

It was resolved to authorise the following payments, online authorisation to be provided by Cllr. Urmston and Cllr. Walker

15 September 2021 (2021-2022)

Fulford Parish Council PAYMENTS (AWAITING AUTHORISATION) LIST

Voucher Code	Date	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
290 PC8 SH - Cleaning/Hygiene	15/09/2021	P2022-0120 BP	Commercial Cleaning Charges	Smart Cleaning Group Limited	S	300.00	60.00	360.00
291 PC3 IT - Equipment & Software Purchases	15/09/2021	P2022-0121 BP	Annual Subscription Fee	Starboard Systems Ltd t/a Scribe Accounts	S	648.00	129.60	777.60
292 CEM3 IT - Equipment & Software Purchases	15/09/2021	P2022-0121 BP	Annual Subscription Fee	Starboard Systems Ltd t/a Scribe Accounts	S	0.00	0.00	0.00
293 CEM4 Personal Protective Equipment (PPE)	15/09/2021	P2022-0122 BP	PPE	Elcocks Ltd	S	89.86	17.97	107.83
294 CEM4 Personal Protective Equipment (PPE)	15/09/2021	P2022-0123 BP	PPE	Elcocks Ltd	S	85.75	17.15	102.90
296 PC5 Fordlands Rd - Grass Cutting/Strimming/Hedges	15/09/2021	P2022-0124 BP	Grass & Hedge Cutting	Sleighthom Landscapes	S	448.95	89.79	538.74
297 PC5 School Ln - Grass Cutting/Strimming/Hedges	15/09/2021	P2022-0124 BP	Grass & Hedge Cutting	Sleighthom Landscapes	S	486.37	97.27	583.64
298 PC5 Village Green - Grass Cutting/Strimming/Hedges	15/09/2021	P2022-0124 BP	Grass & Hedge Cutting	Sleighthom Landscapes	S	107.68	21.54	129.22
304 PC8 SH - Repairs/Maintenance Contingency	15/09/2021	P2022-0130 BP	Tap Fitting Replacement for Hose Attacher	Expenses Reimbs- B&Q - Cllr. Clare	S	5.42	1.08	6.50
305 PC9 Home Working Allowance	15/09/2021	MP6 BP HWA	Home Working Allowance Payment	Rachel Robinson	X	130.00	0.00	130.00
306 CEM3 Postage	15/09/2021	P2022-0137 BP	Stamps	Post Office	E	15.84	0.00	15.84
308 CEM3 Postage	15/09/2021	P2022-0139 BP	Stamps	Viking	E	79.54	0.00	79.54
309 PC5 Fordlands Rd - Pest Treatment	15/09/2021	P2022-0140 BP	Rabbit Control Service Fordlands Rd 01.09.2	MJ Backhouse Environmental Services	S	264.49	52.90	317.39
					Total	2,661.90	487.30	3,149.20

c. To note the receipts presented at Appendix 4

The following receipts were noted:

d. To approve the bank reconciliations

The bank reconciliations to 2nd September had been circulated and were approved.

e. To note the statement of reserves

The statement of reserves had been circulated and was noted.

f. To note the Net Position to date

The Net Position report to 9th September had been circulated and was noted. It was further noted that no claim for Double Taxation had been requested by CoYC to date.

21055. To note the Audited Annual Governance & Accountability Return 2020-2021

It was noted that the External Auditor had completed their checks and the Notice of Conclusion of Audit together with the Audited AGAR & Certificate had been circulated, published to the website and posted on the noticeboards on 29th July 2021 – there were no queries or matters of concern to consider.

21056. To consider the Insurance Renewal documentation and decide on any necessary action

It was resolved to increase the cover for Fidelity Guarantee to £250,000 and the cover for loss of income to £26,000.

21057. To consider the report on the following planning applications and questions considered by the Planning Working Group and decide on any further action:

a. New applications

- i) **21/01024/FUL - Change of use of part of car park to car wash/valet facility with associated office/reception building, canopies and wash bay screens. The Designer Retail Outlet Centres York Ltd Partnership Security Control York Designer Outlet St Nicholas Avenue York YO19 4TA**

Following consideration of a circulated draft letter of objection, it was resolved to send the letter as drafted. It was further resolved that if the officer were minded to approve the application, Cllr. Aspden would be asked to call the application in to committee.

- ii) **21/01850/FUL - Glazed garden room to rear and detached store to side (part retrospective) | 4 Connaught Square St Oswalds Road York YO10 4FQ**

No objections.

- iii) **21/01992/FUL - Dormer to side and rooflights to rear. 7 Selby Road York YO19 4RD**

It was resolved to submit the following comments:

- The side dormer is not characteristic of the area and could appear incongruous in the streetscene;
- The dormer will cause a loss of privacy for the neighbour at no 6;
- The dwelling is currently within the green belt and has already been significantly extended.

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) **20/01471/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**

It was resolved to submit comments on revised plans as previously agreed.

c. Enforcement Action

- i) **Germany Beck – Breaches of conditions**
- ii) **Fulford Reach Moorings**
- iii) **34 Eastward Avenue**
- iv) **Land adjacent to 141 Broadway**

A parishioner had queried if the enforcement actions should be referred for intervention by the Ombudsman. It was noted that referral to the Ombudsman is not appropriate action for a Parish Council to take as planning infringements are dealt with by local authority planning enforcement departments.

d. To note the Local Planning Authority decided applications since the last meeting, as set out at <https://drive.google.com/file/d/1lJNX9FPQXIZATVZiOdUQZvCFMRaqrk/view?usp=sharing>

It was noted that the Delegated Report on 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 acknowledges that the central greenway is narrower than approved by up to four metres but this is as a result of the dwellings in phase 2 encroaching into the corridor. It was agreed to ask for the Delegated Report to be added to the agenda for the next meeting of the Germany Beck LAC and advise the case officer of the addition in advance of the meeting.

21058. To receive and consider any update on matters pertaining to the Germany Beck Liaison Advisory Committee (LAC) to include:

a. To note the draft minutes of the meeting of the LAC on 20th May 2021

Noted

b. To consider the draft agenda for the meeting of the LAC on 28th September 2021

It was resolved to request the following agenda items to be included:

- 20/02123/FULM - Request for further update on the application to replace bungalows with 2 storey houses (revised plans were promised in mid June).
- Request update on commencement of phase 4.
- Request information on bat hop-overs – if they are to be removed?
- 20/02029/NONMAT Delegated Report
- Include consideration of the drainage survey and potential costs for the Parish Field projects.

c. To note the revised Terms of Reference

Noted

21059. To receive and consider any update on the Local Plan Examination (Phase 1) and decide on any necessary action

No update, it was noted that news on hearing dates were awaited.

21060. To receive and consider a report from the Cemetery working group and decide on any necessary action to include:

a. Update on Scribe Cemetery progress

It was noted that the Clerk had submitted the spreadsheet of the Cemetery Register to Scribe for upload the historical records to Scribe Cemetery. Once the historical uploads are completed, the software can be used for new reservations.

b. Correspondence received and responses sent to include:

i) Emails relating to the Jewish Burial Area

Correspondence from the York Liberal Jewish Community was noted and it was also noted that further correspondence was anticipated but not yet received.

ii) Update on Plot 45 Grave Spaces matter

An update had been circulated and was noted.

iii) Email relating to vehicle access arrangements

Following consideration of an email from a regular visitor to the Cemetery it was resolved to investigate the purchase of a trolley to assist visitors transporting equipment for grave maintenance. It was agreed that the current appointment system of 4 Blue Badge vehicle appointments per weekday provides sufficient appointments to accommodate requests whilst ensuring burials are not disturbed by vehicles entering and exiting the Cemetery. It was further noted that the reduced number of vehicles within the grounds was not only of benefit for the health and safety of visitors but was helping to prevent further erosion and damage to the pathways within the Cemetery.

c. Review of pest control arrangements in response to email received

It was agreed that no changes would be made to the current pest control arrangements at the Cemetery.

d. Consideration of the revised Terms of Business for Cemetery Lodge Apartment Letting Agency

It was resolved to sign the revised Terms of Business for the Cemetery Lodge Apartment letting agency.

21061. To receive and consider a report from the Open Spaces working group and decide on any necessary action on open space matters to include:

a. Outstanding issues

Nothing reported.

b. Parish Field matters to include:

i) Update on the Parish Field Developments

It was noted that plans for the pavilion and tennis court improvements had been circulated and planning permission would not be required as the project would fall within the Parish Council's permitted development. It was also noted that the drainage survey had revealed that the costs involved for the main scheme would be significantly higher than originally thought and the scheme is delayed due to discrepancies between the views of the Flood Risk Manager and STRI/Sport England.

ii) Consideration of Pavilion Landscaping Plan received

Following consideration, the Landscaping plan was approved.

iii) Consideration of ward grant spending arrangements with the sports clubs for the pavilion area project

Nothing to report.

iv) Consideration of potential closure of the path from Fulfordgate during the pavilion area works

A parishioner had expressed hope that the Parish Council would do everything to avoid such an inconvenience being created by closure of this access/egress. It was acknowledged that closure of the Fulfordgate path onto the field would be necessary for the works to be carried out. However, those from the Tennis Club leading the project have already agreed that once a contractor is appointed, they will ask the contractors to consider ways to mitigate the disturbance and inconvenience to residents e.g. maintaining an open footpath; storing tools and equipment away from the site or in a compound; working outside of school travelling times; investigating whether Fulford School would open the side gate onto the field during the works to prevent pupils having to take an extended route. An additional suggestion was to consider timing part of the period of the required 4 weeks of work during school holidays, and this suggestion will be passed to the Tennis Club.

It was further agreed to post prior publicity about the closure to give residents plenty of warning.

v) Consideration of Email from Sports Club re Signage at the Parish Field

It was agreed at 21049.c. to approve the request for the sign.

vi) Any update on removal of boundary fence

It was noted that the fence and the posts have been fully removed.

vii) Any update on proposal for a survey for a ground source heating pump

It was noted that a ground source heating pump would not be viable in terms of distance from relevant buildings.

viii) Any update on proposal for a water fountain

Deferred pending further investigations.

c. Consideration of Allotments matters to include:

i) Any update on proposal for new vehicular gate

It was noted that no response had been received to the consultation with the resident. It was agreed that the proposal would be put to tenants at the next Allotments Meeting to ascertain the level of interest in installation of a new gate and the viability of tenant contributions towards its cost.

ii) Consideration of a date for an Allotments Meeting and items for the agenda

It was agreed to hold the next Allotments Meeting on Tuesday 5th October at 6pm.

d. Consideration of any update on the Village Green maintenance

It was noted some areas needed clearing and tansy planted. It was agreed that the Clerk would investigate the viability of supervised work being carried out by York Cares, Good Gym, Sleightholm, Community Payback or other similar organisations.

e. New signs for Village Green and Parish Field update

It was noted that the Clerk and Cllr. Koprowska had agreed to meet at the sites to discuss signage requirements.

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

It was noted that some of the repairs had been carried out and the RoSPA inspection was imminent.

g. Consideration of proposed Play Equipment Consultation for Fordlands Road

It was noted that a consultation on play equipment options to replace the double swing for Fordlands Rd was carried out amongst children at Fulford Show. Following consideration of the responses, it was resolved to purchase the outright favourite, the Trim and Trail equipment shown at Option A funded from the play equipment grant of £5,900 plus £1,500 from the play equipment budget for this year. It was noted that the grant had already been received.

h. Consideration of Email from Resident re Fordlands Road playing field football nets

It was resolved that the nets would not be replaced in order to prevent further risks of safety issues resulting from them.

i. Consideration of any update on the Naburn Bus Shelter

It was resolved to instruct JMark to proceed as quoted and to contact the householder of the adjacent property to request their cooperation in providing access and cutting back the foliage. It was noted that if the householder does not respond, City of York Council could send an enforcement notice if necessary. It was further resolved to investigate whether the Germany Beck s.106 bus shelter funding could be used to fund or contribute towards the project.

Having declared an interest, Cllr. Walker left the meeting during the discussion of Item 21061.j

j. Consideration of responses received to the consultation for the proposed Bus Shelter on Selby Road

It was noted that the proposed new bus shelter would be funded using s.106 funds from the Germany Beck development, set aside specifically for bus shelters in Fulford which would be lost to the parish if unspent. It was further noted that the majority of responses to the residents' consultation were in favour of the new bus shelter.

A number of factors were considered, including: the impact of loss of a portion of verge & resulting consequences to soakaway; queried obstruction of visibility for drivers emerging driveways; queried potential to encourage anti-social behaviour/vandalism/litter; the potential to encourage increased levels of public confidence in using public transport over private vehicles; increased safety for and visibility of bus users waiting at the stop; the potential benefits to public health and the environment resulting from the encouragement of a shift towards use of public transport. Following consideration of all factors, it was resolved to request installation of a new shelter as proposed if sufficient funding is available from the s.106 fund set aside for bus shelters in Fulford from the Germany Beck development.

Cllr. Walker returned to the meeting

k. Noticeboard maintenance

It was noted that repairs were to be carried out by Cemetery staff in the next few months depending on their availability to commit to tasks outside of the Cemetery.

l. Update on repairs and maintenance of benches

It was noted that repairs and cleaning of the Parish Council owned benches on Main Street would be carried out over the next few weeks. It was further noted that one of the benches had been damaged beyond repair and had been removed. It was resolved that the Clerk would investigate options for a sustainable replacement.

m. Consideration of replacement of the vandalised trees on the Pinfold

It was noted that the 3 vandalised Whitebeam Sorbus Lutescens trees had been planted on land owned by the Parish Council by the developers of Ouse View Care Home in compliance with an LPA planning condition for the care home development but that neither the developers nor the Parish Council had ongoing responsibility for maintenance of the trees. Although the Parish Council had reported the vandalism to the police, because the trees are not the property of the council, no insurance claim could be made and no funds are available in the council budget for tree replacement. A quote for like-for-like replacement of the trees from the original supplier had been received in the sum of £1,009.18 (due to the level of maturity and quality of the trees combined with the need for additional protection) and it was noted that the damaged trees were showing some signs of regrowth.

Following discussion and consideration, it was resolved to appoint a tree surgeon to evaluate the chances of the trees regrowing successfully. It was further resolved to post an update on Facebook and the website.

n. Consideration of Facebook posts on vandalism to new trees at Fordlands Road

It was noted that there had been a further Facebook post about vandalised trees at Fordlands Road and following discussion, it was considered likely that this post related to the trees on the Pinfold.

21062. 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 noted that under Covid-19 restrictions, the main hall capacity had been reduced from 100 standing/80 seated to a maximum of 16 attendees. Following consideration of the changes in government regulations and guidance, it was resolved the venue capacity should return to a maximum of 100 standing/80 seated but that all hirers must be advised to adhere to any national guidance with particular reference to ventilation and cleaning and this must be balanced with the impact of disturbance to neighbouring properties. It was agreed to monitor the situation over the next few bookings.

b. Consideration of any property maintenance matters

It was noted that a tap in the Gents toilets had been replaced with one to which a hose could be attached for cleaning the courtyard. Councillors asked the Clerk to pass on their thanks to Cllr. Clare's husband for carrying out the work. It was agreed to ask JMark to look at options to provide ventilation for the Old Library room.

21063. To receive and consider any update from the Fulford Climate and Ecological Emergency Working Group to include:

a. Consideration of a report from the first action group meeting

The report of the first meeting had been circulated and was noted.

b. Consideration of options to change the name of the group

One suggestion had been put forward and it was agreed to consider it alongside any further options at the next meeting.

c. Consideration of a date for the next meeting

It was agreed to arrange the next date by email and to include consideration of a "Just One Thing" campaign at the next meeting.

21064. Consideration of newsletter feedback and options for the next newsletter

It was noted that there had been some useful feedback from the most recent newsletter and it was agreed that future editions would include more contact information and a plain text & large print version would be available on the website. The possibility of inclusion of a QR code on the printed version to provide easy access to the online plain text & large print version on the website would be explored.

21065. To consider new website quotations and information and decide on any necessary action

Following consideration of 4 quotations from new website providers and an estimate from the existing provider, it was resolved to accept the quote from Aubergine for a new WCAG 2.1AA compliant website to include at £1699 + VAT with ongoing cost of £599 per annum:

- One-off set up
- Annual SSL-protected hosting & basic support (4 hours support annually)
- Email: Service set up
- Domain registration
- Private Admin area for staff & councillors (with login levels) to store and access non-public files
- Transfer of website content to new website

It was noted that the provider also has options for event booking, venue booking, an admin area calendar for showing events and availability and an online payments page for ad-hoc payments and it was agreed these could be considered at a later date, subject to budgetary considerations.

21066. To consider any update on the defibrillator fundraiser and options for suppliers

Councillors were pleased to hear that the fundraising effort by a local resident had successfully raised £762 towards the defibrillator purchase through their JustGiving page. The Clerk has expressed the Parish Council's appreciation to the resident for their community spirit and achievement. It was resolved to ask the electrician previously used for work at the Social Hall to quote for installation of the cabinet for the defibrillator and once the quote has been received, apply for Ward Grant funding. It was agreed that the 999 scheme with Yorkshire Ambulance Service Charity seemed a viable option (<https://www.yascharity.org.uk/defibrillator-grants/how-to-apply/>).

21067. To consider condition of chevrons on Selby Road and decide on any necessary action

It was noted that Cllr. Walker had reported faded chevrons on Selby Road with the Ward Councillor and that City of York Council will be dealing with it.

21068. To consider any update on the Mary Keys charity wind up

It was noted that CYC Ordnance Lane Refuge had not been able to accept the proposed donation but suggested Carecent as an alternative. It was resolved to donate the remaining funds to Carecent and wind up the charity.

21069. To receive a report on adopted policies and consider any proposals for additions or amendments to include:

- Consideration of draft Complaints Policy**
- Consideration of draft Safeguarding Policy**
- Consideration of draft Annual Leave Policy**

It was resolved to defer adoption of the policies to the next meeting, to allow further time for consideration.

21070. To consider any updates or information resulting from recent training webinars and decide on any necessary action

No training courses had been attended.

21071. To consider exclusion of the press and public from the discussion of any aspect of item 21072 by virtue of s.1(2) of the Public Bodies (Admission to Meetings) Act 1960.

It was resolved to exclude the press and public from the discussion of any aspect of item 21072 by virtue of s.1(2) of the Public Bodies (Admission to Meetings) Act 1960.

21072. To receive and consider reports from the HR panel and Clerk and decide on any necessary action to include:

- To approve the recruitment documents for the Cemetery Trainee and agree a closing date for applications**

It was agreed to approve the Job Description, Advert and Person Specification as drafted and advertise the vacancy with City of York Council Jobsite with a closing date of 15th October and interviews to take place during November.

The Clerk left the meeting during discussion of Items 21072.b and 21072.c

- Any update on performance reviews**

Councillors discussed the Clerk's performance review.

- Any pay reviews**

The Clerk's pay was reviewed and an increase of 2 increments agreed.

The Clerk returned to the meeting.

21073. To consider and propose any items for inclusion on the agenda for the next meeting

It was agreed to include the proposed “Just One Thing” campaign under the Fulford Climate and Ecological Emergency Working Group item.

21074. Confirm date and time of next meeting.

The next meeting of the Parish Council is due to be held on Tuesday 12th October 2021 at 19:30

There being no other business, the Chairman closed the meeting at 22:26

Signed _____

Chairman