

STOCKTON-ON-THE-FOREST PARISH COUNCIL

**MINUTES OF THE PARISH COUNCIL MEETING HELD IN THE VILLAGE HALL
ON WEDNESDAY 25 JULY 2018 AT 7.30PM**

Councillors Present: David Crossley (DC) Russell Dowson (RDM)
Rosie Dunn (RDF) Chris Small (CS)

In Attendance: Fiona Hill (FH) – Parish Clerk

Public Present: 0

19/43 To accept apologies for absence:

Parish Councillors John Coldwell (JC), Allan Piper (AP) and Ken Sawyers (KS)
CYC Ward Cllrs Paul Doughty (PD)

19/44 To record declarations of interest in items on the agenda:

None

19/45 To confirm the minutes of the Meeting held on Wednesday 27 June 2018:

These Minutes were approved and signed by the Chairperson.

19/46 To discuss matters arising from previous minutes:

None

19/47 To discuss long-standing matters:

1. Appearance of the parish e.g. grass cutting/litter - RDF reported that one of the trees was dying at Stone Riggs, Cllrs would monitor and possibly replace. CS had spoken to CYC workmen who were in the area and they had agreed to cut back trees Sep/Oct. FH would speak to The Haven about the overgrown tree obscuring the noticeboard.
2. Light between church and public house - NTR
3. Yorkshire Marathon - NTR
4. City of York Local Plan – NTR
5. Barr Lane Proposed Closure - NTR
6. Strensall with Towthorpe PC Neighbourhood Plan – NTR
7. City of York Council – Speed Management 16/17 Hopgrove Lane South - NTR
8. Damage to bus shelter outside The Fox Inn – NTR
9. Hopgrove Lane South – Left Filter Lane – NTR
10. Fracking – a number of leaflets had been delivered locally by organisations

19/48 To receive any matters raised by members of public:

None

19/49 To report and make relevant recommendations on new planning applications:

Letter A: We support the application

Letter B: We have no objections

Letter C: We do not object but wish to make comments or seek safeguards as set out overleaf

Letter D: We object on the planning grounds set out overleaf

1. 18/01060/FUL Greenwoods, Sandy Lane

Letter C, Proposed: RDM, Seconded: CS, Unanimous

Subject to the application conforming with all building regulations and planning legislation

19/50 To report planning decisions by City of York Council:

1. 18/01079/FUL 10 Holly Tree Garth Approval

19/51 To receive reports from representatives of following outside bodies:

a. Footpaths –RDF had repaired the gate/style near Nova Scotia Farm.

b. Foss (2008) Internal Drainage Board – NTR

c. North Yorkshire Police – CS had some pots stolen so had reported theft to NYP

d. Stockton Hall Hospital – NTR

19/52 To discuss the Stockton-on-the-Forest Play Area:

1. Alleged land grab to be reported to play area owner Yorkshire Housing

A number of Cllrs had inspected the area and all fencing appears in line with neighbouring properties, however FH would inform Yorkshire Housing, so they were aware of incident.

Whilst writing to Yorkshire Housing FH would ask them to replace the rotten gate post at the entrance and install boundary fencing where missing

- AP had inspected last month, CS would inspect next month. RDM was now looking after the spare net

19/53 To report any new correspondence received by the council:

1. Holy Trinity Church Grant request for upkeep of church yard

It was unanimously agreed to grant £400.00

- Village Hall Grant request for replacement tables

It was unanimously agreed to grant £300.00

19/54 To receive matters raised by members:

1. To discuss possible purchase of parish council laptop

The Parish Council currently has an eight share in a laptop used by FH in her home office.

The other seven councils are reluctant for the laptop to travel to meeting, so the parish council would investigate the cost of purchasing their own. FH would give back the share

as follows: Year 2018-19 100%, Year 2019-2020 75%, Year 2020-2021 50%, Year 2021-

2022 25%, Year 2022-2023 onwards nil. FH would contact the company who provide the

website for a costing for a laptop with HDMI port for projector and a "Pay As You Go"

broadband dongle.

19/55

To discuss matters raised by Parish Clerk/Responsible Financial Officer:

- 1. Bookkeeping records for the year ending 31Mar19 to date
FH circulated the bank reconciliation along with an Income & Expenditure Report
 - 2. Financial Management - Internal Control, Property/Asset Checks, Internal/External Audit NTR
 - 3. Matters raised by/with Yorkshire Local Councils Association (YLCA)
FH had circulated template Standing Orders 2018, which Cllrs were satisfied with, so FH would tailor ready for adoption at the next meeting.
 - 4. General Data Protection Regulations
FH advised that the Parish Council need to adopt Privacy Policies, so would circulate YLCA templates before the next meeting.
 - 5. To approve the following invoices for payments
- | | | | | |
|-----|--------------|--------|---------|--------|
| 5.1 | Parish Clerk | Salary | £272.01 | 101192 |
|-----|--------------|--------|---------|--------|

19/56

To confirm the dates of the future meeting(s) on Wednesday at 7.30 p.m. in the village hall a:

29 August 2018, 26 September 2018, 31 October 2018, 28 November 2018, 19 December 2018

The Pensions Regulator - Duties Checker

Stockton-on-the-Forest Parish Council is an employer who has to provide a pension
Their Staging Date is 01 January 2016
What you need to do and by when:

- 1. Confirm who to contact - Done
FH has exchanged emails with The Pensions Regulator to advise them that both the Primary Contact and the Secondary Contact is Fiona Hill
- 2. Choose a pension scheme - Done
The Parish Council have enroled with Now Pensions Trustee Ltd, 164 Bishopgate, London, EC2M 4LX with assistance from Ardent IFA Ltd, 80 Clifton, York, YO30 6BA. Tel: 01904 655330. Email: hello@ardentuk.com

Type of pension scheme:	Occupational
Employer pension scheme reference (EPSR):	1D81
Pension scheme registry number (PSR):	12005124

- 3. Work out who to put into a pension - Done
The Parish Clerk is an Entitled Employee and the Employer is not required to automatically enrol them into the workplace pension scheme. The Employee is entitled to join the scheme, but the Employer does won't have to contribute.
- 4. Write to your staff - Done
Parish Clerk fully informed
- 5. Declare your compliance - Done
Confirmation letter received 20May16