

STOCKTON-ON-THE-FOREST PARISH COUNCIL

**MINUTES OF THE PARISH COUNCIL MEETING HELD IN THE VILLAGE HALL
ON WEDNESDAY 28 MARCH 2018 AT 7.30PM**

Councillors Present: John Coldwell (JC) David Crossley (DC)
Russell Dowson (RDM) Rosie Dunn (RDF)
Ken Sawyers (KS) Chris Small (CS)

In Attendance: Fiona Hill (FH) – Parish Clerk
CYC Ward Cllr Paul Doughty (PD)

Public Present: 0

18/155 To accept apologies for absence:
Parish Councillor Allan Piper (AP)
CYC Ward Cllr Helen Douglas (HD)

18/156 To record declarations of interest in items on the agenda:
None

18/157 To confirm the minutes of the Meeting held on Wednesday 28 February 2018:
These Minutes were unanimously approved

18/158 To discuss matters arising from previous minutes:
None

18/159 To discuss long-standing matters:

1. Appearance of the parish e.g. grass cutting/litter -
JC/PD had both reported to CYC Environment dog mess in bags left in the hedge along the snicket near the shop. JC would clear arisings, left on verge, by whoever cut the hedge near the bench. PD would arrange for the gullies to be cleaned along Main Street.
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 –
CYC had written to advise that the revised boundary consultation would take place 28 March 2018 – 11 May 2018
7. City of York Council – Speed Management 16/17 Hopgrove Lane South
CS would contact CYC for an update
8. Damage to bus shelter outside The Fox Inn –
PD reported that CYC had apologised for the delay, but there had been a delay in procurement, but it would be due a.s.a.p.

9. Hopgrove Lane South – Left Filter Lane
PD reported that this was now subject to a CYC feasibility study

18/160 To receive any matters raised by members of public:

None

18/161 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. 17/02407/GRG3 Stockton on the Forest CP School

Letter C Proposed: DC Seconded: KS Unanimous

Subject to adequate drainage

18/162 To report planning decisions by City of York Council:

None

18/163 To receive reports from representatives of following outside bodies:

- a. Footpaths – Potholes need repairing when drier
- b. Foss (2008) Internal Drainage Board – NTR
- c. North Yorkshire Police, Safer York Partnership – NTR
- d. Stockton Hall Hospital – NTR

18/164 To discuss the Stockton-on-the-Forest Play Area:

DC had conducted last month checks and RDF would conduct next month's checks.

FH would chase up Danbys for a quote for repair work.

CS would order a net for football goal

CS had emailed photos of all parish council assets

DC reported that the area was fairly tidy, but the hedge on the right hand side would need cutting, when appropriate

18/165 To report any new correspondence received by the council:

None

18/166 To receive matters raised by members:

- Bench outside Stockton Hall
PD would obtain a quote for a bus stop platform and foot-pathing, to protect the grass, which could possibly be Ward Funded
- Salt Bins
The salt had either perished/depleted. CYC would be asked to fill those owned by CYC.
FH would obtain a price from Stoneplan for filling those owned by the Parish Council.

18/167 To discuss matters raised by Parish Clerk/Responsible Financial Officer:

1. Bookkeeping records for the year ending 31Mar18 to date
FH circulated a bank reconciliation dated 27 February 2018 with a balance of £31739.59 and 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)

3.1 General Data Protection Regulations

FH reported that further guidance and templated had been received

5. To approve the following invoices for payments

5.1	Parish Clerk	Salary	£261.28	101176
5.2	HMRC	PAYE	£195.60	101177
5.3	Parish Clerk	Expenses	£102.85	101178
5.4	CJ Atlay	Hedge Cutting	£150.00	101179
5.5	Russell Dowson	Bus Shelter Cleaning	£75.00	101180

18/168 To confirm the dates of the future meeting(s) on Wednesday at 7.30 p.m. in the village hall a:

25 April 2018, 30 May 2018, 27 June 2018, 25 July 2018, 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	