

**STOCKTON-ON-THE-FOREST PARISH COUNCIL**

**MINUTES OF THE PARISH COUNCIL MEETING HELD IN THE VILLAGE HALL  
ON WEDNESDAY 31 MAY 2017 AT 7.30PM**

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

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

**Public Present:** 0

**18/15 To accept apologies for absence:**  
None

**18/16 To record declarations of interest in items on the agenda:**  
17/00925/CLU – DC – next door neighbour

**18/17 To confirm the minutes of the Meeting held on Wednesday 26 April 2017:**  
These Minutes were unanimously approved

**18/18 To discuss matters arising from previous minutes:**  
1. City of York Council – Speed Management 16/17 Hopgrove Lane South  
NTR  
2. Strensall with Towthorpe Parish Neighbourhood Plan  
NTR  
3. Right of Way  
JC was still double-checking the map  
- Feeder Lane at HLS  
FH would again contact Huntington PC

**18/19 To discuss long-standing matters:**  
1. Appearance of the parish e.g. grass cutting/litter -  
Interserve (Community Payback) – NTR  
- JC had visited Deans and reported back with some quotes. He was asked to research no  
wooden benches  
- PD was trying to obtain some quotes for replacement bus shelters  
- Flyposting – Cllrs reported that this continued to be an issue.  
- Rats in Stone Riggs – PD had copied FH into email between CYC and a parishioner  
about this matter.

- Verges on junction adjacent to Snowball Plantation – FH would request these were cut

2. Light between church and public house

PD was reminded to speak to the Chief Executive about this matter

3. Yorkshire Marathon

NTR

4. City of York Local Plan

NTR

5. Barr Lane Proposed Closure

NTR

6. Notice board repair/replacement

It was unanimously agreed that Yorkshire Fencing could go ahead with the siting/fixing

7. Fox Inn – A.C.V

NTR

**18/20 To receive any matters raised by members of public:**

None

**18/21 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. 17/00925/CLU The Woodlands, 65 The Village

Letter B, Proposed KS, Seconded RDM, 5 votes in favour, 0 votes against, 1 abstention

2. 17/01016/FUL Hermitage Farm House, Malton Road

Letter C, Proposed JC, Seconded KS, Unanimous

Provided the hours of work on site are adhered to

3. 17/01061/TCA 67 The Village

Letter C, Proposed: DC, Seconded: KS, Unanimous

Provided the works are subject to the Tree Officers recommendations

**18/22 To report planning decisions by City of York Council:**

None

**18/23 To receive reports from representatives of following outside bodies:**

a. Footpaths

FH would chase up, again, the signs

b. Foss (2008) Internal Drainage Board

NTR

c. North Yorkshire Police, Safer York Partnership

FH had circulated by email the recent report received

d. Stockton Hall Hospital

NTR

**18/24 To discuss the Stockton-on-the-Forest Play Area:**  
 Aspects had completed the work to the hedge and planter.  
 KS had conducted last month checks and CS would conduct next month's checks.  
 The Parish Council had received three quotes for play equipment, which had been circulated by email, from Ashfield Leisure, Image Playgrounds and Playscheme. These were discussed at length and it was unanimously agreed to go ahead with Playscheme. DC would discuss the quote with the company to ensure all required works would be done.

**18/25 To report any new correspondence received by the council:**  
 1. Toddlers Group – Grant Request  
 The Parish Council discussed the grant application and unanimously agreed to pay them a grant of £100.00.  
 2. CYC – Complaint regarding smoking in bus shelter (Barr Lane/Sandy Lane Junction)  
 The Parish Council discussed the letter (attached to Minuted) and Cllrs would attach the signs.

**18/26 To receive matters raised by members:**  
 - FH was asked to write again to Neil Ferris, CYC requesting a footpath from Stockton on the Forest to Hopgrove Lane South.  
 - JC had attended the Village Hall AGM and the financial statements for YE 31Mar17 are attached to these minutes.

**18/27 To discuss matters raised by Parish Clerk/Responsible Financial Officer:**  
 1. Bookkeeping records for the year ending 31Mar18 to date  
 These were circulated around Cllrs  
 2. Internal Control Checks  
 These were deferred until the next meeting  
 3. Internal Audit Report  
 FH reported that Yorkshire Internal Audit Service had conducted the Internal Audit and had submitted a written report. There were no matters to give cause for concern, the comment regarding grants to churches was repeated and action was required regarding balances and reserves.  
 4. Matters raised by/with Yorkshire Local Councils Association (YLCA)  
 4.1 To appoint branch council representatives  
 RDM and CS were unanimously appointed.  
 4. To approve the following invoices for payments

4.1	Fiona Hill	Salary	£261.28	101140
4.2	Aspect Hort	Play Area Grass Cutting	£201.64	101141
4.3	Yorkshire Internal Audit Services		£300.00	101142

**18/28 To confirm the dates of the future meeting(s) on Wednesday at 7.30 p.m. in the village hall as:**

28 June 2017	26 July 2017	30 August 2017	27 September 2017
25 October 2017	29 November 2017	20 December 2017	

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 enrolled 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](mailto: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