

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

**MINUTES OF THE PARISH COUNCIL MEETING HELD IN THE VILLAGE HALL  
ON WEDNESDAY 29 AUGUST 2018 AT 7.30PM**

**Councillors Present:** John Coldwell (JC) David Crossley (DC)  
Russell Dowson (RDM) Rosie Dunn (RDF)

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

**Public Present:** 0

**19/57 To accept apologies for absence:**

Parish Councillors Ken Sawyers (KS) and Chris Small (CS)

**19/58 To record declarations of interest in items on the agenda:**

None

**19/59 To confirm the minutes of the Meeting held on Wednesday 25 July 2018:**

These Minutes were approved and signed by the Chairperson.

**19/60 To discuss matters arising from previous minutes:**

None

**19/61 To discuss long-standing matters:**

1. Appearance of the parish e.g. grass cutting/litter -  
CYC had replaced most of the parish litter bins. DC had moved the one opposite the hospital from under the bus shelter to outside. DC would check the one opposite near the seat. FH would write to the Church View B & B asking them to sweep back the gravel from their drive, which had encroached onto the footpath, which was causing difficulty to those using pushchairs.
2. Light between church and public house – The light column was now in situ
3. Yorkshire Marathon - NTR
4. City of York Local Plan – PD reported that the Planning Inspector had been in contact with the Council and discussions were underway.
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 – PD reported CYC were awaiting an installation date from the contractor.
9. Hopgrove Lane South – Left Filter Lane – NTR
10. Fracking – FH was asked to response against the proposal to change the planning law to allow fracking within permitted development.

**19/62 To receive any matters raised by members of public:**

None

**19/63 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. 18/01641/FUL Church Farm, 84 The Village

Letter B, Proposed: RDM, Seconded: JC, Unanimous

2. 18/01759/TCA Jacksons Roofing, 103 The Village

Letter B, Proposed: DC, Seconded: JC, Unanimous

Subjection to the tree officer's approval

**19/64 To report planning decisions by City of York Council:**

1. 18/01042/FUL 40 Kings Moor Road Approval

**19/65 To receive reports from representatives of following outside bodies:**

a. Footpaths –FH was asked to email Richard Hoyland, CYC to thank him for getting the grass cutting done, but to chase up the replacement sign, as the original points to Rudd Carr Lane, but it says Stockton-on-the-Forest.

b. Foss (2008) Internal Drainage Board – NTR, meeting next Monday, DC was asked to report the damaged barrier at end of Barr Lane.

c. North Yorkshire Police – The Parish Council were delighted to welcome PCSO 3766 Craig Hardcastle to the meeting, who left his business card. FH would email to thank him for his attendance. Cllrs noted the speed van had been in the parish a few times recently.

d. Stockton Hall Hospital – NTR, meeting in September 2018

**19/66 To discuss the Stockton-on-the-Forest Play Area:**

- Alleged land grab to be reported to play area owner Yorkshire Housing

FH would chase up a response from Yorkshire Housing

- CS was understood to have inspected last month, DC would inspect next month. FH would contact CS for a copy of the inspection sheet.

**19/67 To report any new correspondence received by the council:**

None

**19/68 To receive matters raised by members:**

- FH was asked to report a large hole in the road, along Sandy Lane, on the same side of the Village Hall, outside the properties of Harlingford/Brooklands

- The Village Hall Committee had given JC the Parish Council Best Kept Garden Shield, which was handed to DC to give to the Village Show Committee

19/69

**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 totalling £32248.22, along with an Income & Expenditure Report

2. Financial Management - Internal Control, Property/Asset Checks, Internal/External Audit  
RDM conducted the Internal Controls and found everything to be in order.

2.1 Possible purchase of parish council laptop

FH would chase up a response from Bentley of York

3. Matters raised by/with Yorkshire Local Councils Association (YLCA)

3.1 Standing Orders 2018

The Parish Council adopted the YLCA template, as circulated by email

3.2 Privacy Policies

The Parish Council adopted the YLCA template, as circulated by email

4. General Data Protection Regulations

NTR

5. To approve the following invoices for payments

5.1	Parish Clerk	Salary	£272.01	101193
5.2	HMRC	PAYE	£203.80	101194
5.3	Holy Trinity Church	Grant	£400.00	101195
5.4	Village Hall	Grant	£300.00	101196
5.5	Aspects Horticulture	Play Area Grass Cutting	£288.94	101197

19/70

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

26Sep18, 31Oct18, 28Nov18, 19Dec18

30Jan19, 27Feb19, 27Mar18, 24Apr19, 29May19, 26Jun19, 31Jul19, 28Aug18, 25Sep19, 30Oct19, 27Nov19, 18Dec19

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