

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

**MINUTES OF THE PARISH COUNCIL MEETING HELD IN THE VILLAGE HALL  
ON WEDNESDAY 22 FEBRUARY 2017 AT 7.30PM**

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

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

**Public Present:** 0

**17/127 To accept apologies for absence:**

Parish Cllrs Russell Dowson (RDM) and Allan Piper (AP)

**17/128 To record declarations of interest in items on the agenda:**

None

**17/129 To confirm the minutes of the Meeting held on Wednesday 25 January 2017:**

These Minutes were unanimously approved, proposed: CS, seconded: RDF

**17/130 To discuss matters arising from previous minutes:**

1. City of York Council – Speed Management 16/17 Hopgrove Lane South

CS had spoken to local residents and no-one could understand why the changes had been proposed. CS would email/meet with CYC officials on site.

2. Strensall with Towthorpe Parish Neighbourhood Plan

They had written to formally request permission to include a small part of this parish in their Neighbourhood Plan area, comprising the highway and verges of Towthorpe Moor Lane from the parish boundary to the A64 and a circle of 30 metres radius centred on the middle of the Hazelbush junction. This was discussed and was unanimously approved, proposed: KS, seconded: CS

4. Right of Way

Joanne Coote, CYC had emailed maps showing ROWs, but a paper copy was preferred, so HD would obtain one and bring to next meeting.

**17/131 To discuss long-standing matters:**

1. Appearance of the parish e.g. grass cutting/litter

FH would chase up her request for Community Payback to visit the parish to cut back overgrown vegetation on the bank at Hopgrove Lane South. FH would ask CYC to look at the roadside gullies at the York side opposite Cherry Tree Farm. The verge outside the hospital was damaged due to large amounts of mole hills. FH would ask Highways if

gravelling the area was an option. The village street was in a bad condition with potholes and worn speed humps, so PD offered to raise this to see if any works could be done by CYC

2. Light between church and public house

FH was asked to email Micheal Kitchen, CYC as the work had not taken place in this Half Term as he suggested.

3. Yorkshire Marathon

It was understood that there was a consultation for a third race, so FH was asked to request details for this.

4. City of York Local Plan

NTR

5. Barr Lane Proposed Closure

NTR

6. Notice board repair/replacement

NTR

**17/132 To receive any matters raised by members of public:**

None

**17/133 To report and make relevant recommendations on new planning applications:**

None

**17/134 To report planning decisions by City of York Council:**

- Strensall Ward Committee Meeting, Thu23Mar17, 2.00-4.00 p.m., at The Fox Inn

**17/135 To receive reports from representatives of following outside bodies:**

a. Footpaths

Richard Hoyland, CYC had emailed the results of his review, which had been forwarded to Cllrs. JC/RDF would report on this at the next meeting.

b. Foss (2008) Internal Drainage Board

NTR

c. North Yorkshire Police, Safer York Partnership

Report for January 2017 had been forwarded by email to all Cllrs

d. Stockton Hall Hospital

NTR

**17/136 To discuss the Stockton-on-the-Forest Play Area:**

RDM had inspected the play area last month, and RDF would inspect it next month. FH was asked to write to Yorkshire Housing advising that the Parish Council would not accept any liability for the large/overhanging trees on the play area, as several requests for them to be cut back had been to no avail. FH was asked to contact Aspects Horticulture requesting they remove all rubbish growth from the planter, cut back the hedge and Leylandii as previously. FH was asked to invite 2/3 play equipment suppliers to visit the play area to advise what they would do.

**17/137 To report any new correspondence received by the council:**

1. Fox Inn ACV – Update from Working Party

FH had forwarded to Cllrs an email from the Working Party, which gave an update and expressed a disappointment that the Parish Council had not become more involved. The Parish Council felt that it would want to see much more evidence of support from parishioners behind this initiative, as the Parish Council must ensure it was fairly representing the views of the majority.

2. Stockton and Hopgrove Cricket Club – Grant Request

Grant of £1500.00 unanimously approved, proposed: JC, seconded: DC

FH would request a fixture list along with more information about where they currently obtained funding. It was agreed that all future grant applications would be sent a copy of the grant policy and asked to complete the application form, so all requested were treated the same.

**17/138 To receive matters raised by members:**

- The road sign at the top of the junction of Hopgrove Lane South/Stockton Lane was broken, with the pointer to Huntington on the floor.
- The Millenium Bench at Stone Riggs was damaged. This was donated by Deans Garden Centre and FH was asked to write to them asking for their assistance.
- A catering trailer and A-boards had appeared at Parkers, so FH was asked to write to CYC Planning Enforcement.
- A number of banners/posters had started to appear around the parish. FH was asked to write to a number that Cllrs had listed asking them to remove them.

**17/139 To discuss matters raised by Parish Clerk/Responsible Financial Officer:**

1. Bookkeeping records for the year ending 31Mar16 to date

These were circulated around Cllrs and the final draft budget was approved

2. Internal Control Checks

These were conducted and everything was found to be in order

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

NTR

4. To approve the following invoices for payments

4.1	Fiona Hill	Clerks Salary	£258.65	101130
4.2	SOTF Scout Group	Grant	£600.00	101131
4.3	Steve McClure	Window Cleaning	£25.00	101132

Cheque 101133 was issues to replace cheque 101129, due to incorrect payee

**17/140 To confirm the dates of the future meeting(s) on Wednesday at 7.30 p.m. in the village hall as:**

29 March 2017

26 April 2017

26 July 2017

25 October 2017

31 May 2017

30 August 2017

29 November 2017

28 June 2017

27 September 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