

STOCKTON-ON-THE-FOREST PARISH COUNCIL

**MINUTES OF THE PARISH COUNCIL MEETING HELD IN THE VILLAGE HALL
ON WEDNESDAY 25 APRIL 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

Public Present: 1

19/1 To accept apologies for absence:

CYC Ward Cllrs Paul Doughty (PD) and Helen Douglas (HD)

19/2 To record declarations of interest in items on the agenda:

None

19/3 To confirm the minutes of the Meeting held on Wednesday 28 March 2018:

These Minutes were unanimously approved

19/4 To discuss matters arising from previous minutes:

None

19/5 To discuss long-standing matters:

1. Appearance of the parish e.g. grass cutting/litter -
Cllrs reported that grass-cutting was good, but there is still an issue with litter especially opposite the hospital near the bus shelter.
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
CS reported that the signs had been moved, so would contact CYC for an update.
8. Damage to bus shelter outside The Fox Inn – NTR
9. Hopgrove Lane South – Left Filter Lane – NTR

19/6 To receive any matters raised by members of public:

Fracking – this was discussed and it was agreed that this issue would be on future agendas, so the parish Council could keep a watching brief.

19/7 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

None

19/8 To report planning decisions by City of York Council:

None

19/9 To receive reports from representatives of following outside bodies:

a. Footpaths – JC reported as follows:

Beanland Lane: footpath in good order now that sunshine and drying winds have dried the many puddles along the footpath. Finger sign that showed wrong directions has NOT yet been replaced. Other finger signs need lettering repainting. The Holly tree adjacent to the stile at Nova Scotia Farm has been trimmed to make access to the stile and dog gate clear, but the dog gate need repair.

Carr Bank Lane: Bridleway and footpath in good order right through to Ruddcarr Lane. Finger sign at corner where footpath left to Common Lane leaves bridleway is in poor repair. Other finger signs need lettering repainting.

Sowray's Trod: The first 100 metres of the path is often muddy due to rotted leaf litter. It would benefit from the surface being cleared down to the stone path underneath. Kissing gate well maintained. All finger signs in good order but the older ones would benefit from repainting. Not our responsibility, however the safety netting to prevent golf ball hitting persons using the path need repairing.

Brecks Wood: Headland path in good condition. Signage in the wood is OK. Brambles and other vegetation needs trimming back from path.

Old Carlton Farm path: Headland path in good condition. Finger signs are not obvious among a bramble hedge and the signs are difficult to read.

b. Foss (2008) Internal Drainage Board – DC reported there would be a meeting in June 2018

c. North Yorkshire Police, Safer York Partnership – NTR

d. Stockton Hall Hospital – DC reported there would be a meeting soon

19/10 To discuss the Stockton-on-the-Forest Play Area:

No inspections had taken place during the previous month at FH had forgotten to hand out the form, RDM would conduct the inspections for the next month.

FH would speak Danby's about the high priority work on the ROSPA report.

CS would order a net for football goal.

19/11 To report any new correspondence received by the council:

- Parishioner had emailed about road/verge damage and village history board

FH would respond that the Parish Council were in constant contact with City of York Council and repairs within the parish were ongoing. The Parish Council agree in principle to a village history board, but would need to give consideration to site, when any application was made.

19/12 To receive matters raised by members:

- Notices on bridge
JC reported more signs again (Yorvick Hall)
- Malton Road Developments
A large soil bund had appeared, Cllrs would keep a watching brief.

19/13 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 and an Income & Expenditure Report
 2. Financial management - Internal Control, Property/Asset Checks, Internal/External Audit
FH reported that the internal audit was taking place tomorrow
 3. Matters raised by/with Yorkshire Local Councils Association (YLCA)
NTR
 4. General Data Protection Regulations
Comes into force 25May18. FH attended YLCA training earlier this month. FH had circulated guidance and templates received from YLCA. FH has drafted an audit sheet from this Parish Council and is now checking paper/electronic records to ensure compliance. The Parish Council needs to appoint a Data Protection Officer, who cannot be the Clerk or a Councillor and YLCA are hoping to assist with this.
 5. To approve the following invoices for payments
- | | | | | |
|-----|----------------------|-------------------------|---------|--------|
| 5.1 | Parish Clerk | Salary | £261.28 | 101181 |
| 5.2 | Aspects Horticulture | Play Area Grass Cutting | £144.47 | 101182 |

19/14 To confirm the dates of the future meeting(s) on Wednesday at 7.30 p.m. in the village hall a:

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 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	
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 not have to contribute.	
4. Write to your staff - Done Parish Clerk fully informed	
5. Declare your compliance - Done Confirmation letter received 20May16	