

STOCKTON-ON-THE-FOREST PARISH COUNCIL

**MINUTES OF THE PARISH COUNCIL MEETING HELD IN THE VILLAGE HALL
ON WEDNESDAY 31 JANUARY 2018 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

18/127 To accept apologies for absence:

None

18/128 To record declarations of interest in items on the agenda:

None

18/129 To confirm the minutes of the Meeting held on Wednesday 20 December 2017:

These Minutes were unanimously approved

18/130 To discuss matters arising from previous minutes:

None

18/131 To discuss long-standing matters:

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

Cllrs reported the Aspects had strimmed the areas requested very well. PD would report blocked road gulleys between the garage and Kings Moor Road. The area around the seat near Stockton Hall was untidy. The BT Phone Box had been damaged. JC had reported to CYC an uneven manhole cover. There was litter between Holby Lane and Hopgrove Lane. The footpath was excessively narrow along Sandy Lane. CS was meeting with Community Payback for a village walk on 09Feb18

2. Light between church and public house

NTR

3. Yorkshire Marathon

NTR

4. City of York Local Plan
PD reported that last week the working group met and recommendations have gone to the Executive Committee. The Local Plan will go to Full Council in due course.
5. Barr Lane Proposed Closure
NTR
6. Strensall with Towthorpe PC Neighbourhood Plan
PD reported that this had stalled due to the CYC changes
7. City of York Council – Speed Management 16/17 Hopgrove Lane South
CS reported that this was progressing as per the email circulated
8. Damage to bus shelter outside The Fox Inn
Awaiting installation date, hopefully end of February 2018
9. Hopgrove Lane South – Left Filter Lane
This was due to be on the agenda of the forthcoming executive committee meeting

18/132 To receive any matters raised by members of public:

None

18/133 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. 17/02905/FUL The Hollies, Sandy Lane

Letter C Proposed: RDF Seconded: JC Unanimous

As long as there is adequate drainage

2. 17/03073/FUL Carlton Cotage, Old Carlton Farm, Common Lane, Warthill

Letter B Proposed: KS Seconded: DC Unanimous

3. 18/00028/TCA Mead House, The Village

Letter C Proposed: DC Seconded: KS Unanimous

Subject to the tree officers recommendations

18/134 To report planning decisions by City of York Council:

None

18/135 To receive reports from representatives of following outside bodies:

a. Footpaths - JC will do a survey in the next couple of months

b. Foss (2008) Internal Drainage Board - NTR

c. North Yorkshire Police, Safer York Partnership –
the December report had been circulated by email

d. Stockton Hall Hospital –

DC reported there would be a meeting on Monday

18/136 To discuss the Stockton-on-the-Forest Play Area:

JC had conducted last month checks and would conduct next month's checks.
Cllrs had read the ROSPA report and there were some High Risk issues – Gate Post, Nest Swing, Toddler Swing, so Danbys would be asked to quote for repair work.
Cllrs noted the goal cross post was rotting prematurely and Danbys would be asked to comment on this.
JC would measure the goal and FH would look at the Newitts website for a replacement net
CS was still working on an asset checking form
FH would draft a health and safety policy

18/137 To report any new correspondence received by the council:

1. Historic England – War Memorial, Holy Trinity Churchyard
Cllrs noted the content of the email, but as the memorial is on church land, presume it is owned by the church. The Parish Council suggests contacting the ward graves commission.
2. Residents letter - speeding
As this was the first letter received about this matter the Parish Council would keep a watching brief.

18/138 To receive matters raised by members:

- AP reported a recent fracas in the street outside the school involving a vehicle blocking the highway and preventing a bus getting through, so the police were called.
- PD was asked to speak to CYC Planning Enforcement about Malton Road Developments
- Cllrs remained dismayed at the state of the roads and increase in potholes.

18/139 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 29 December 2017, showing a balance of £32698.56 along with an Income & Expenditure report.
2. Financial management - Internal Control, Property/Asset Checks, Internal/External Audit NTR
3. Precept, Budget, Reserves 2018/2019
A precept of £7500.00, an expenses budget of £9070.00 and earmarked funds totalling £5500.00 was unanimously approved, proposed: RDM, seconded: DC
4. Matters raised by/with Yorkshire Local Councils Association (YLCA)
4.1 General Data Protection Regulations
This subject had been introduced in the December 2017 issue of the White Rose Update and further details were due soon, as it came into force in May 2017

5. To approve the following invoices for payments

5.1	Parish Clerk	Salary	£261.28	101169
5.2	Parish Clerk	Printer Shared Cost	£27.77	101170
5.3	Aspects	Play Area Grass Cutting	£333.64	101171
5.4	Russell Dowson	Bus Shelter Cleaning	£75.00	101172

18/140 To confirm the dates of the future meeting(s) on Wednesday at 7.30 p.m. in the village hall a:

28 February 2018, 28 March 2018, 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