

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

**MINUTES OF THE PARISH COUNCIL MEETING HELD IN THE VILLAGE HALL  
ON WEDNESDAY 20 DECEMBER 2017 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:** 0

**18/113 To accept apologies for absence:**

Parish Cllr Allan Piper (AP)  
CYC Ward Cllr Paul Doughty (PD)

**18/114 To record declarations of interest in items on the agenda:**

RDF informed the Parish Council that she rents the land that is subject to a large planning application within Huntington parish.

**18/115 To confirm the minutes of the Meeting held on Wednesday 29 November 2017:**

These Minutes were unanimously approved, proposed DC, seconded KS

**18/116 To discuss matters arising from previous minutes:**

1. Hopgrove Lane South – Left Filter Lane  
FH had written to Huntington PC as requested to ask why they had not supported this proposal  
- Neil Ferris had emailed to advise he would write directly to the lady who had written regarding highways.

**18/117 To discuss long-standing matters:**

1. Appearance of the parish e.g. grass cutting/litter -  
FH reported that Aspects had confirmed they would do the strimming, but Cllrs reported this was still outstanding.  
Cllrs reported that CYC had not yet dealt with faded speed signs at HLS.  
CS had a parish walk arranged with Community Payback on 09Jan18, so Cllrs should let him have any jobs they can think of so he can add to list for that day.  
PD had conducted a parish walk and he had reported issues to CYC, who had responded and extracts from these emails are shown at the end of these minutes.

JC reported fallen leaves especially around the village shop, which were causing a slip hazard on the footpaths. FH would report this to CYC

JC reported that the gutters and manholes were now full of leaves, FH would report this to CYC

JC reported that the contractors have left vehicle ruts in the grass on the corner of Stone Riggs, when removing their equipment after working on Yorkshire Housing properties. FH was asked to write to Yorkshire Housing asking them to make good the verges

2. Light between church and public house

FH had acknowledged receipt of the email, from Neil Ferris, CYC (31Oct17) copying in the CYC Chief Executive, asking what CYC will do in terms of enforcement.

3. Yorkshire Marathon

NTR

4. City of York Local Plan

CYC were not preparing the final draft for final consultation prior to submission to the Secretary of State

5. Barr Lane Proposed Closure

NTR

6. Strensall with Towthorpe PC Neighbourhood Plan

NTR

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

NTR

10. Damage to bus shelter outside The Fox Inn

NTR

**18/118 To receive any matters raised by members of public:**

None.

**18/119 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. 17/02793/FUL Snowball Plantations

Letter B Proposed: RDF Seconded: DC Unanimous

**18/120 To report planning decisions by City of York Council:**

None

**18/121 To receive reports from representatives of following outside bodies:**

a. Footpaths - JC reported that the footpaths were very muddy

b. Foss (2008) Internal Drainage Board - NTR

c. North Yorkshire Police, Safer York Partnership - NTR

d. Stockton Hall Hospital – NTR

**18/122 To discuss the Stockton-on-the-Forest Play Area:**  
 JC had conducted last month checks and would conduct next two month's checks.  
 FH reported she had paid Danbys, but was not impressed that they had chased it as long term outstanding.  
 FH reported that Danbys had not ordered the goal net, as a formal quote/order had not been placed. FH would research goal nets at Newitts.  
 FH would write to Danbys expressing disappointment at the handling of this order and ask them to place supplier plaques on the new equipment.  
 FH circulated the ROSPA report in a circulation pack.  
 FH was still to seek advice about liabilities, licensing, insurance etc, as Cllrs were concerned about problems arising from unauthorised usage.

**18/123 To report any new correspondence received by the council:**  
 1. CYC Minerals and Waste Joint Plan Document – Submission to the Secretary of State  
 Cllrs noted the content of this letter.  
 - DC brought a copy of the Focus newsletter hand-delivered around the parish on behalf of the Liberal Democrats, which includes a number of issues within the parish.

**18/124 To receive matters raised by members:**  
 - CS had been approached by a parishioners about the hedge/path adjacent to the shop, which he had reported to CYC, but nothing had happened. FH would report to PD  
 - RDF reported a building fire, which was understood to be accident, on the Malton Road Development Ltd site (formally Parkers). FH would ask PD to seek an urgent update on the planning status from the CYC Planning Enforcement  
 - CS reported that the salt bin outside the school was empty, FH would ask CYC if they were able to fill all the parish salt bins.

**18/125 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 27 November 2017, showing a balance of £32986.65 along with an Income & Expenditure report.  
 2. Internal Control Checks  
 Cllrs noted the errors with the ring-fenced funding had been corrected by FH.  
 3. Property/Asset Checks  
 CS was still working on the template  
 4. Matters raised by/with Yorkshire Local Councils Association (YLCA)  
 NTR  
 5. To approve the following invoices for payments

5.1	Fiona Hill	Salary	£261.28	101167
5.2	HMRC	PAYE	£391.20	101168

**18/126 To confirm the dates of the future meeting(s) on Wednesday at 7.30 p.m. in the village hall a:**  
 31 January 2018, 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

Extract of email from Paul Doughty dated 06Dec17

Dear Rick and Ricky

Following communication earlier in the year and a specific question raised by Stockton-on-the-Forest Parish council at their meeting last week, are you able to give any update on any possible carriageway works in Stockton-on-the-Forest please.

1. I am aware of the grading system with '5' usually being the point of intervention and this has also been explained to the Parish Council previously. However, some Members of the Parish Council have been given an impression that there might be some work imminent and as the road and paving condition in Stockton-on-the-Forest is a regular topic of conversation with residents, I'd be grateful for an update.

I note one of the carriage-wide speed humps near the school was resurfaced with tarmac but others are in a poor state, as is the main street in general (road and path) between the junction with Stone Riggs through the main village street along Sandy Lane past the Swan Automotive garage.

2. Separately at the Parish meeting, two other specific areas were mentioned which are in need of attention. I will forward photos separately from my iPad. The first is Kingsmoor Road where sections of the pavement are uneven and tarmac breaking up badly in places. In addition, moss is taking over large parts of the paving where Kingsmoor Road meets Gay Meadow resulting in a slip hazard. (This latter might be an appropriate task for Payback if this could be arranged?)

3. Discussion at the Parish meeting also related to the path along Sandy Lane from opposite the Swan Automotive garage to Barr Lane. This is a very narrow path (and there is no other on the opposite side of the road). The path which is not really wide enough for a pushchair anyway and certainly not wide enough for a wheelchair is in need of growth cutting back - again possibly a task for Payback but a longer term solution of widening is preferable. Vegetation is also breaking up the surface in places.

4. The final request, is a request for a path where none exists at all. I have made this request previously in previous years when I was contacted by a resident - part of Sandy Lane has no footpath at all with residents having to walk on verges when the weather allows or walking on the road. The section is from Westfield House on Sandy Lane along to the village end (Warthill end). A request for a path on at least one side.

Many thanks for an update and consideration of requests.

Extract of email from Ricky Watson, CYC dated 06Dec17

At this point I cannot comment on possible works for footways as we are still assessing them for the for coming year and potential schemes. As soon as I have completed this I will relay our findings. However I am currently finalising the carriageways scheme list for the 18/19 year and The Village is included for re-surfacing along with addressing the currently poor traffic calming measures. Exact details will follow in due course.

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](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