

STOCKTON-ON-THE-FOREST PARISH COUNCIL

**MINUTES OF THE PARISH COUNCIL MEETING HELD IN THE VILLAGE HALL
ON WEDNESDAY 28 FEBRUARY 2018 AT 7.30PM**

Councillors Present: David Crossley (DC) Russell Dowson (RDM)
Rosie Dunn (RDF) Ken Sawyers (KS)
Chris Small (CS)

In Attendance: 0

Public Present: 0

18/141 To accept apologies for absence:

Parish Councillors John Coldwell (JC) and Allan Piper (AP)
CYC Ward Cllr Paul Doughty (PD)
Fiona Hill (FH) – Parish Clerk

18/142 To record declarations of interest in items on the agenda:

KS – Planning Application 18/00154/FUL

18/143 To confirm the minutes of the Meeting held on Wednesday 31 January 2018:

These Minutes were unanimously approved

18/144 To discuss matters arising from previous minutes:

None

18/145 To discuss long-standing matters:

1. Appearance of the parish e.g. grass cutting/litter - NTR
2. Light between church and public house - NTR
3. Yorkshire Marathon - NTR
4. City of York Local Plan

CYC are currently consulting on the Local Plan Publication draft from Wednesday 21 February 2018 to Midnight on Wednesday 04 April 2018. The consultation is different – all comments you make will go to the government planning inspector, who will only consider two questions about the plan: a) whether the plan is within the law, b) whether it can be considered “sound”.

- 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 this was still ongoing, will be monitored over the next few months for effectiveness. Road markings are to be made but only at Huntington end
 - 8. Damage to bus shelter outside The Fox Inn - NTR
 - 9. Hopgrove Lane South – Left Filter Lane
- Members had all received a newsletter from Councillor Fisher with regard to this and his input.

18/146 To receive any matters raised by members of public:

None

18/147 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. 17/02407/GRG3 Stockton on the Forest CP School

Letter A Proposed: DC Seconded: RD Unanimous

- 2. 18/00184/FUL The Lawns, Sandy Lane

Letter B Proposed: CS Seconded: DC Unanimous

- 3. 18/00184/TCA Elm Tree Farm House, 78 The Village

Letter B Proposed: KS Seconded: DC Unanimous

Subject to the tree officers report

18/148 To report planning decisions by City of York Council:

None

18/149 To receive reports from representatives of following outside bodies:

a. Footpaths - NTR

b. Foss (2008) Internal Drainage Board –

DC reported meeting on Monday. DC concludes little cooperation between CYC, Environment Agency and Yorkshire Water regarding flood risk with the dualling of A64

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

d. Stockton Hall Hospital –

DC reported the meeting last month was cancelled

- 18/150 To discuss the Stockton-on-the-Forest Play Area:**
 CS had conducted last month checks and DC would conduct next month's checks. FH to email copy of check sheet,
 Awaiting Danbys quote for repair work.
 FH had circulated some net specifications from Newitt.
 CS was still working on an asset checking form
 FH had circulated a draft health and safety policy
- 18/151 To report any new correspondence received by the council:**
 None
- 18/152 To receive matters raised by members:**
- CS reported that the Community Payback team are prepared to edge path from Blacksmith's garage to Barr Lane, but are requesting provision of black bags, toilet facilities and insurance details.
 - CS and DC had both received plans regarding potential land use for dualling A64 as they both have interests. It would be good if the Parish Council could have copies for reference.
- 18/153 To discuss matters raised by Parish Clerk/Responsible Financial Officer:**
1. Bookkeeping records for the year ending 31Mar18 to date
 NTR
 2. Financial management - Internal Control, Property/Asset Checks, Internal/External Audit
 Yorkshire Internal Audit Service had been booked
 3. Matters raised by/with Yorkshire Local Councils Association (YLCA)
 3.1 General Data Protection Regulations
 Comes into force in May 2018 and YLCA would be shortly circulating guidance and templates.
 5. To approve the following invoices for payments

5.1	Parish Clerk	Salary	£261.28	101173
5.2	Parish Clerk	Home Work Allowance	£46.80	101174
5.3	Parish Clerk	Laptop Shared Cost	£81.13	101175

 Cllrs approved 5.1, but requested further information on 5.2 and 5.3
- 18/154 To confirm the dates of the future meeting(s) on Wednesday at 7.30 p.m. in the village hall a:**
 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