

STOCKTON-ON-THE-FOREST PARISH COUNCIL

**MINUTES OF THE PARISH COUNCIL MEETING HELD IN THE VILLAGE HALL
ON WEDNESDAY 30 MAY 2018 AT 7.30PM**

Councillors Present: 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

19/15 To accept apologies for absence:

Parish Cllr John Coldwell (JC)
CYC Ward Cllrs Paul Doughty (PD)

19/16 To record declarations of interest in items on the agenda:

None

19/17 To confirm the minutes of the Meeting held on Wednesday 25 April 2018:

These Minutes were not approved, as an error was found, which FH would correct.

19/18 To discuss matters arising from previous minutes:

None

19/19 To discuss long-standing matters:

1. Appearance of the parish e.g. grass cutting/litter - HLS grass had been cut, but Stockton was in need of cutting. The gullies had been swept and cleaned.
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 – latest consultation ongoing
7. Fracking - NTR
8. City of York Council – Speed Management 16/17 Hopgrove Lane South CS would chase an update.
9. Damage to bus shelter outside The Fox Inn – NTR
9. Hopgrove Lane South – Left Filter Lane – CS would chase an update

- 19/20 To receive any matters raised by members of public:**
None
- 19/21 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. 18/01005/FUL Hermitage Farmhouse, Malton Road
 Letter C, Proposed: DC, Seconded: RDF, Unanimous
 Subject to the application conforming with all building regulations and planning legislation
 2. 18/01068/FUL Laurel House, The Village
 Letter C, Proposed: CS, Seconded: KS, Unanimous
 Subject to the application conforming with all building regulations and planning legislation
- 19/22 To report planning decisions by City of York Council:**
 1. 18/00234/FUL Ellerton House, Sandy Lane Refused
- 19/23 To receive reports from representatives of following outside bodies:**
 a. Footpaths – NTR
 b. Foss (2008) Internal Drainage Board – NTR, meeting next Monday
 c. North Yorkshire Police, Safer York Partnership – No report received
 d. Stockton Hall Hospital – DC attended recent meeting, no matters to raise
- 19/24 To discuss the Stockton-on-the-Forest Play Area:**
 RDM had inspected last month, RDF would inspect next month, CS would circulate new form. CS had located a pair of football nets for £37.42, so the Parish Council authorised him to go ahead with purchase. RDF would purchase some cable ties to secure the net to the post.
- 19/25 To report any new correspondence received by the council:**
None
- 19/26 To receive matters raised by members:**
 KS reported that the village hall may request a copy of the grant application pack toward the cost of new tables.
- 19/27 To discuss matters raised by Parish Clerk/Responsible Financial Officer:**
 1. Bookkeeping records for the year ending 31Mar18 to date
 NTR, as only one months cheques issued since year end.
 2. Financial Management - Internal Control, Property/Asset Checks, Internal/External Audit
 Yorkshire Internal Audit Services had conducted the internal audit and had no issues/concerns.
 3. Matters raised by/with Yorkshire Local Councils Association (YLCA)
 NTR

4. General Data Protection Regulations

FH reported that Parish Councils were now exempt from the requirement to appoint a Data Protection Officer.

5. To approve the following invoices for payments

5.1	Parish Clerk	Salary	£282.94	101183
5.2	Aspects Horticulture	Play Area Grass Cutting	£144.47	101184
5.3	Yorkshire Internal Audit Services		£300.00	101185
5.4	ICO	Subscription	£40.00	101186

19/28 To confirm the dates of the future meeting(s) on Wednesday at 7.30 p.m. in the village hall a:

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 won't have to contribute.

4. Write to your staff - Done

Parish Clerk fully informed

5. Declare your compliance - Done

Confirmation letter received 20May16