

STOCKTON-ON-THE-FOREST PARISH COUNCIL

**MINUTES OF THE PARISH COUNCIL MEETING HELD IN THE VILLAGE HALL
ON WEDNESDAY 25 JULY 2018 AT 7.30PM**

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

In Attendance: Fiona Hill (FH) – Parish Clerk

Public Present: 0

19/43 To accept apologies for absence:

Parish Councillors John Coldwell (JC), Allan Piper (AP) and Ken Sawyers (KS)
CYC Ward Cllrs Paul Doughty (PD)

19/44 To record declarations of interest in items on the agenda:

None

19/45 To confirm the minutes of the Meeting held on Wednesday 27 June 2018:

These Minutes were approved and signed by the Chairperson.

19/46 To discuss matters arising from previous minutes:

None

19/47 To discuss long-standing matters:

1. Appearance of the parish e.g. grass cutting/litter -
PD reported that Ward Funding could possibly fund resurfacing of the snicket and the bus stop outside the hospital, but maybe not this year. PD reported that a resurfacing/speed bump repair scheme for late 2018 valued at £150K had been listed by CYC. PD would look at the signs on footpath side of hill, which are in need of refurbishment.
2. Light between church and public house - NTR
3. Yorkshire Marathon - NTR
4. City of York Local Plan – Now with the Planning Inspector and is expected to be ready for public inspection late 2018
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 - NTR
8. Damage to bus shelter outside The Fox Inn – NTR
9. Hopgrove Lane South – Left Filter Lane – CS would chase an update
10. Fracking – NTR

- 19/48 To receive any matters raised by members of public:**
None
- 19/49 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. 18/01060/FUL Greenwoods, Sandy Lane
 Letter C, Proposed: RDM, Seconded: CS, Unanimous
 Subject to the application conforming with all building regulations and planning legislation
- 19/50 To report planning decisions by City of York Council:**
None
- 19/51 To receive reports from representatives of following outside bodies:**
 a. Footpaths – JC reported that the sign facing the wrong way had not yet been corrected, as Richard Hoyland, CYC was short staffed. RDF would repair the gate/style near Nova Scotia Farm.
 b. Foss (2008) Internal Drainage Board – NTR
 c. North Yorkshire Police, Safer York Partnership – No report received
 d. Stockton Hall Hospital – NTR
- 19/52 To discuss the Stockton-on-the-Forest Play Area:**
 RDF had inspected last month, AP would inspect next month, CS/RDF had fitted the net and RDF was looking after the spare net
- 19/53 To report any new correspondence received by the council:**
 1. City of York Council Community Emergency Plan
 The Parish Clerk would request a template document from CYC, so the Parish Council could look at what is required.
- 19/54 To receive matters raised by members:**
 Cllrs had a brief discussion about the possibility of having paperless meetings, the use of broadband and viewing plans on a screen.
- 19/55 To discuss matters raised by Parish Clerk/Responsible Financial Officer:**
 1. Bookkeeping records for the year ending 31Mar19 to date
 FH circulated the bank reconciliation along with an Income & Expenditure Report
 2. Financial Management - Internal Control, Property/Asset Checks, Internal/External Audit
 NTR
 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. The Parish Council had now subscribed to the Information Commissioners Office. YLCA had circulated a draft Records Management Policy, which FH would email to Cllrs when ready for adoption.

5. To approve the following invoices for payments

5.1	Parish Clerk	Salary	£272.01	101187
5.2	Came & Company	Insurance	£470.00	101188
5.3	Aspects Horticulture	Play Area Grass Cutting	£144.47	101189
5.4	B Plummer	Street Furniture Repairs	£65.00	101190
5.5	Newitts	Goal Nets	£37.42	101191

19/56 To confirm the dates of the future meeting(s) on Wednesday at 7.30 p.m. in the village hall a:

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