

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

**MINUTES OF THE PARISH COUNCIL MEETING HELD IN THE VILLAGE HALL  
ON WEDNESDAY 31 OCTOBER 2018 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:** 7

**19/85 To accept apologies for absence:**

Allan Piper (AP)  
CYC Ward Cllrs Paul Doughty (PD)

**19/86 To record declarations of interest in items on the agenda:**

None

**19/87 To confirm the minutes of the Meeting held on Wednesday 26 September 2018:**

These Minutes were approved and signed by the Chairperson.

**19/88 To discuss matters arising from previous minutes:**

- FH reported that she had been unsuccessful in tracing the owner of the tree near the noticeboard in HLS, so she had written to CYC.
- Cllrs were unclear if the new light street lights were working, so RDM would check and report back.

**19/89 To discuss long-standing matters:**

1. Appearance of the parish e.g. grass cutting/litter -  
AP had emailed to advise all salt bins were empty and one is damaged. FH would obtain quotes for salt to refill. Cllrs reported that strimming had been done.
2. Yorkshire Marathon (14Oct18) – FH was asked to write to CYC Chief Executive to report the lack of information about road closures which affected businesses and residents.
3. City of York Local Plan – NTR
4. Barr Lane Proposed Closure – NTR
5. Strensall with Towthorpe PC Neighbourhood Plan – NTR
6. City of York Council – Speed Management 16/17 Hopgrove Lane South –  
CS reported that a decision had been delayed until December 2018 about whether to keep signage as is or revert it back to how it was.
7. Damage to bus shelter outside The Fox Inn –  
The new shelter was now in place. FH would thank PD for all his assistance.
8. Hopgrove Lane South – Left Filter Lane – NTR
9. Fracking – NTR

10. A64 proposed improvement schemes - NTR

**19/90 To receive any matters raised by members of public:**

- 30 MPH Speed Limit – residents were concerned that people were still speeding through the village. The speed van had been in the village, some locals had been fined, but on other occasions it had not stopped to set up equipment. FH would speak to Sgt. Lee Pointon at North Yorkshire Police
- Website – residents observed that it was not up to date and FH acknowledged that there was no excuse, as a resident had offered to assist with this. FH would ensure it was updated as a matter of urgency.

**19/91 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. 18/01977/OUT The Gables, The Village

Letter D, Proposed: KS, Seconded: RDF, Unanimous

- The driveway is not adequate for two properties
- The site line results in the egress being unsafe
- The proposed development is outside the development line
- The character of the village is starting to change
- It is possible that there are Great Crested Newts on site
- On consulting the 1997 map, the area in question could possibly be in the Conservation Area
- The services of the existing build and any proposed new build would have to be accessed by providers and the Foss Internal Drainage Board before any consents could be given.

2. 18/01985/FUL 2 Brandon Grove

Letter B, Proposed: CS, Seconded: KS, 5 votes in favour, 1 abstention

3. 18/02132/FUL 24 Hopgrove Lane South

Letter B, Proposed: DC, Seconded: KS, Unanimous

4. 18/02196/FUL Glen Garth, Stockton Lane

Letter B, Proposed: DC, Seconded: RDF, Unanimous

- 18/02326/TCA 102 The Village

Letter C, Proposed: KS, Seconded: RDF, Unanimous

“subject to the approval of the City of York Council Tree Office”

**19/92 To report planning decisions by City of York Council:**

1. 18/02114/TCA 9 Huntsmans Court Approved

**19/93 To receive reports from representatives of following outside bodies:**

- a. Footpaths – JC reported that all outstanding signs has been repaired/installed.
- b. Foss (2008) Internal Drainage Board – DC reported there had been a meeting, but nothing relevant to the parish was discussed.

- c. North Yorkshire Police – FH had circulated the September 2018 report received by email.
- d. Stockton Hall Hospital – DC gave a summary of the meeting he attended recently.

**19/94 To discuss the Stockton-on-the-Forest Play Area:**

- Yorkshire Housing had confirmed in an email that they:
  - Were satisfied that there had not been a land grab when a boundary fence had been repaired.
  - Confirmed that the boundary fence at the front, containing the gate, was the responsibility of the Parish Council
  - Had written to the residents whos fence had broken down asking them to re-instate the fence and the parish Council would also write.
- RDM had conducted the play area checks last month and found nothing significant to report
- FH would chase up Aspects about cutting back the boundary hedge and Conifer
- Playscheme had quoted £1135.00 plus VAT to repair the boundary fence and swing chains and tighten the eye bolts on the toddler swings and the junior swings. FH was asked to contact Playscheme to ask the to reconsider this quote, as the Parish Council felt it was too high and obtain another quote.

**19/95 To report any new correspondence received by the council:**

None

**19/96 To receive matters raised by members:**

None

**19/97 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 totalling £36096.11, along with an Income & Expenditure Report

2. Financial Management - Internal Control, Property/Asset Checks, Internal/External Audit, GDPR

2.1 Budget/Precept 2019/2020

FH had shown draft figures on the financial report, ready for discussion at the next meeting

3. Matters raised by/with Yorkshire Local Councils Association (YLCA)

NTR

4. To approve the following invoices for payments

4.1	Parish Clerk	Salary	£272.01	101202
4.2	Parish Clerk	Home Work Allowance	£46.40	101203
4.3	Aspects Horticulture	Play Area Grass Cutting	£144.47	101204
4.4	S&J Windows	ROSPA Inspection	£25.00	101205

FH confirmed that the Parish Council had a one-eighth share in the laptop and printer, which she used in her home office. If she left the Parish Councils employment within four years of the purchase, she would repay the monies on the sliding scale as follow:

Year ending 31 March 2018	Repay 100% of share
Year ending 31 March 2019	Repay 75% of share
Year ending 31 March 2020	Repay 50% of share
Year ending 31 March 2021	Repay 25% of share
Year ending 31 March 2022 onwards	Repay 0% of share

On leaving the Parish Councils employment the user name and password to access the Outlook Account, to access emails and files, would be given to the current Chairperson, with a copy sent to Yorkshire Local Councils Association.

**19/98 To confirm the dates of the future meeting(s) on Wednesday at 7.30 p.m. in the village hall a:**

28Nov18, 19Dec18

30Jan19, 27Feb19, 27Mar18, 24Apr19, 29May19, 26Jun19, 31Jul19, 28Aug18, 25Sep19, 30Oct19, 27Nov19, 18Dec19

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