

WILBERFOSS PARISH COUNCIL

Clerk: Sarah Wills 2 Paddock Close Wilberfoss YORK YO41 5LX

01759 380123

clerk@wilberfossparish.org.uk

www.wilberfossparish.org.uk

MINUTES OF THE MEETING OF THE WILBERFOSS PARISH COUNCIL

Held on Thursday 19th July 2018 at Wilberfoss Community Centre, Main Street, Wilberfoss

Present: Chairman Lesley Hoyer, Vice Chairman Dave Smith and Councillors Anna Coppinger, Anita Coppinger, Judy Abernethy, James Cann, John Cooper and Pete Armstrong, together District Councillors Andy Strangeway and Kay West.

1. Apologies were received from Councillor Louise Ward
2. Councillor Cooper declared a pecuniary interest in two items relating to Planning Application 18/01436/VAR and left the room before a discussion took place.

The 15 minute question time was not utilised.

3. Minutes of the Meeting of the Wilberfoss Parish Council held on 21st June 2018 were signed as a true record.

4 Planning

The Parish Council considered Planning Application 18/01436/VAR | Variation of condition 1 (17/03583/PLF) to allow the eastern most window on the rear dormer extension to be fitted with clear glass and be opening | 1 Willow Park Road Wilberfoss East Riding Of Yorkshire YO41 5PS. Members agreed to accept and support the decision made by East Riding of Yorkshire Council planning officers.

The Clerk notified members of receipt of a letter from Sir Greg Knight, MP relating to 1 Willow Park Road. A suitable response was considered, to include a concern by some members of an element of the complaint which felt threatening towards members.

Councillor Cooper was invited back to the meeting at which point he confirmed that he had not spoken to any Councillor about Planning Application 18/01436/VAR before, during or after the decision making process. He apologised for not having left the room when he declared a pecuniary interest and offered to resign his position. Members were unanimous in declining his offer and added that they valued his continued input into Council business.

The Parish Council considered Planning Application 18/02047/PLF | Erection of dwelling and garage | Land North of Wilberfoss Community Centre Main Street Wilberfoss East Riding of Yorkshire YO41 5NN and had no observations to make.

The Parish Council considered Planning Application 18/02108/PLF | Erection of first floor extension to front (resubmission of 17/04091/PLF) | 4 Middlecroft Wilberfoss East Riding of Yorkshire YO41 5LR and acknowledged that the height of the roof had been reduced however, they had no further comments to make.

The Parish Council received notification that Planning Application 18/01813/PLF | Erection of single storey extension to side and rear | Mill Bungalow Mill Lane Wilberfoss East Riding of Yorkshire YO41 5NJ and had no observations to make had been approved.

The Chairman advised that following the Moorfield development, it would be helpful to have an up to date street map of the village which can be displayed both of the parish website (www.wilberfossparish.org.uk) and at the local shop to help delivery drivers and emergency service personnel. It was suggested that the Clerk contact Stephen Hunt at ERYC who it is hoped may consult the data observatory for assistance.

5 District Councillor Reports

Ward Councillor Kay West notified members of the Parish Liaison meeting on Monday, 23rd July and hoped that a representative would be present from Wilberfoss Parish Council. She further confirmed that the East Riding of Yorkshire Council will roll out the Universal Credit Scheme.

Ward Councillor Andy Strangeway advised that his next open surgery will take place in Wilberfoss on the 11th August, a week after Wilberfest, offering residents an opportunity to provide feedback on the event. The Chairman suggested that the signage for the event is inappropriately situated at the entrance to the village and is causing an obstruction. Ward Councillor Strangeway offered to review and bring to the attention of the organiser.

Following receipt of correspondence from Sir Greg Knight MP, and in order to respond in a timely manner, a letter was drafted under urgent decisions taken since the last meeting and discussed earlier under planning matters. Furthermore, the Clerk had been given permission by the Chairman to arrange for the installation of the defibrillator, which required the expertise of a qualified electrician and was delivered between meetings.

6 Progress Reports

The Clerk advised that a response has yet to be received from East Riding of Yorkshire Council planners regarding the re-planting of an illegally removed hedge between Moorfield Way and the new Persimmon Homes development. Ward Councillor Strangeway offered to take this up with the planning officer.

The Clerk confirmed receipt and installation of the new defibrillator case. Although Councillor Armstrong had offered to help with the procedure, the instructions advised that unless a qualified electrician was used, the warranty would be invalidated. Chris Askham of York Power & Data was used.

7 *Environment & Community Matters*

The next flag flying dates are the 1st and 15th August. Councillor Cann offered to raise the flag.

No projects on the Action Plan are currently being considered.

Councillor Cooper has offered to represent the Parish Council on the York Bus Forum and it was agreed to pay the £10 annual subscription. It was acknowledged, however, that Wilberfoss is not served by buses from York so the Parish Council will re-assess the effectiveness of the York Bus Forum for Wilberfoss residents before renewing its subscription in 12 months' time.

The Chairman confirmed that 14 people were in attendance at today's friendship lunch.

8 *Councillors' Reports and items for future Agendas:*

Councillor Abernethy had nothing to report from the Playing Fields Association but said that she needed to arrange to have copy Minutes. The Clerk offered to assist. She further reported a structure that has been built behind a property on the banks of Foss Beck which may have an impact on any future flooding. Ward Councillor Strangeway offered to discuss the matter with Wilberfoss & Thornton Level Drainage Board as he sits on the committee. It was further acknowledged that a wooden structure has also been erected and the Clerk was requested to contact East Riding of Yorkshire Council planners to see if permission was necessary.

Councillor Cann advised that work on Ings Road copse has come to a halt because more industrial-type strimming and weed removal is necessary. He was given permission to approach two landscapers for quotes. £1,000 has been secured towards the project from Tesco Bags for Help.

Councillor Anita Coppinger shared her concerns about the withdrawal of Government funding at the local day nursery and it was agreed to discuss this at the Parish Council meeting in August.

9 *Administration*

It was acknowledged that the new website is much improved on the previous version and the Clerk and Councillor Cooper were thanked for their efforts. With a UK hosting company, any issues should be quickly and easily resolved. It was acknowledged that it was only a basic package which only allows for one page to be opened at a time but this should suffice for the moment. Councillor Cooper suggested that in the future he would like to see the website being used to interact more with residents.

The 2018 version of the Model Standing Orders were considered and following agreement to some slight adjustments, were adopted.

The GDPR policy drawn up by Councillor Copper was adopted. He further reiterated his desire to see the Parish Council use cloud-based storage and back up of Parish Council files and the Chairman suggested the Council review the current position in 6 months' time. This was agreed. Councillor Cooper advised that as data processors, every Councillor should avail themselves of any training offered by either ERNLLCA or East Riding of Yorkshire Council in order to better understand their position.

10 *Finance*

The Clerk advised of receipt of £1,125.02 by way of re-claimed VAT.

The Clerk advised that she has retained the cheque for £520.00 from Wilberfoss Jubilee Project until receipt of further promised funds from them and receipt of a paying in book to use the local Post Office for deposits. Councillor Smith offered to chase Wilberfoss Jubilee Project.

Payment was approved for the following transactions:

York Power & Data (defibrillator case installation)	£45.00
Clerk's work from home pay	Confidential
Clerk's June salary	Confidential
HM Revenue & Customs	Confidential
Litter Picker	Confidential
Smith – mileage allowance (Action A1079 meeting)	£7.15
Acer Garden Services	£447.60
Wilberfoss Community Centre (Hire Charges)	£15.00
1and1 website hosting (DDR)	£6.11

It was confirmed that the Clerk's salary increase should have been backdated to April 2018. She was asked to draw up calculations and present them to the Chairman.

Meeting closed 8.30 pm

..... Lesley Hoyer (Chairman)

..... S M Wills (Clerk)