

WILBERFOSS PARISH COUNCIL

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

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MINUTES

23rd June 2022

Present: Chair Cllr Richard Rains, Vice Chair Cllr Lynda Hoyle and Cllrs David Smith, Judy Abernethy, Steve Abernethy, David Barnett, Dominic Johnson and Michelle Wallis, together with three members of the public

The 15-minute question time was utilised by 3 members of the public. Firstly, to share concerns about parking on Main Street and querying the height of any development on the boundary of the village, should the site behind Moorfield Way be approved in the Local Plan. Secondly, to share objections to the item number 4.5 on the Agenda.

1. Apologies were received from Cllr Norman.
2. There were 4 non-pecuniary interests declared. Cllrs Judy and Steve Abernethy regarding item 4.5 and Cllrs Hoyle and Johnson regarding item 4.1.
3. The Minutes of the Meetings of the 19th May 2022 were signed as a true record.
4. **Planning Matters**
 - 4.1 Councillors considered Planning Application 22/01665/REG3 | Erection of single storey extensions to rear to allow for an increase in pupil numbers, with associated works including construction of new access and had no observations to make.
 - 4.2 Councillors considered Planning Application 22/01580/CLE | Certificate of Lawfulness for continued use of land for tractor storage | Southfield Farm Hull Road Wilberfoss. Whilst it was acknowledged that the length of time the business has operated permits the Certificate of Lawfulness, concerns were raised that the original planning permission in 2005 for the sale of farming equipment had been refused. Councillors acknowledged that they must be more vigilant with regard to applicants' adherence to planning permissions granted/refused in the future. A suggestion from the audience was voiced about the environmental impact that any diesel spillages could have on the watercourse, due to the volume, movement and storage of equipment. The Clerk was required to bring these concerns to the attention of the Planning Department and to request an environmental impact assessment.
 - 4.3 Councillors considered Planning Application 22/01717/PLF | Erection of a single storey extension to the rear, increase in roof height and construction of two dormers to the front and one dormer to rear and erection of a garden store to rear | 19 Becksid Wilberfoss and had no observations to make.
 - 4.4 Councillors were notified that Planning Application 22/00967| Erection of a single storey extension to rear and porch front | 21 Moorfield Way, Wilberfoss had been granted permission.
 - 4.5 Councillors considered Planning Application 22/01768/PLF | Erection of single storey extension to side and rear following removal of existing conservatory and garage and construction of dormer window to rear to create additional living accommodation at first floor level | 68 Willow Park Road Wilberfoss. Concerns of those who had objected to the size and scale of the proposed development, relative to the site were shared by the Council. Should the development be granted, it was suggested that frosted windows should be used on the north elevation due to its proximity to the boundary of the neighbouring properties. The Parish Council will request that ERYC review fully all the comments made by objectors.
 - 4.6 Councillors considered Planning Application 22/01660/PLF | Retention of garage as built and change of use to garage, plant storage and workshop at ground floor and office to first floor (Retrospective application) | Boxers Barn Boxers Cottage Birker Lane Wilberfoss and had no observations to make.
 - 4.7 Councillors were notified that Planning Application 22/01056 | Erection of a single storey extension to rear, porch to side, canopy to side and installation of two rooflights | 5 Becksid, Wilberfoss had been granted permission.

Action

5. There was no Ward Councillor present at the meeting.
6. There had been no urgent decisions taken since the last meeting.
7. **Progress Reports and to address any issues outstanding from previous meetings**
 - 7.1 Councillors were pleased with the quality of the Queen's Green Canopy Plaque. The Chair has sourced a Hazel tree from a local supplier. Before purchasing he will meet Mark Waterfield on site at Ings Road to assess the space available.
 - 7.2 The Clerk confirmed receipt of the first quarter's invoice for maintenance of the Jubilee Copse, the payment of which will be made from the 2022-2023 Quarry Community Fund grant. Maintenance continues on a 10 hour a month basis, with the hope that volunteers will assist. Mark Waterfield has donated and sewn grass seed for the project and the Chair is meeting him on site to formulate a detailed plan of the area.
 - 7.3 Jane Foster from ERYC Highways has inspected the snicket between Ings Road and Middle Street and has advised that the width of the snicket prevents any additional safety measures, beyond the existing 'Cyclists Dismount' signage. It was acknowledged that the footpath itself will be slurry sealed when funds permit.
 - 7.4 Councillors re-considered a funding request from Wilberfoss Tennis Club. Instead of replacing the court surface of the one damaged court, all 4 courts have been cleaned at a cost of £5,000. The Parish Council was asked to consider contributing to that cost instead of to the purchase of a new playing surface. It was acknowledged that Open Days have been offered to the community. Councillors were in full agreement to diverting the agreed funds of £500 to the cleaning of the 4 courts.
 - 7.5 ERYC have acknowledged that the 'bend' road sign on the western end of Main Street will be replaced. In addition, footpath way markers have been installed on Footpath 4 and 6. The Chair questioned the positioning of the way marker on Footpath 4 and the Clerk was asked to query this.
 - 7.6 Jane Foster has advised that the footpath impacted by tree roots on Main Street has been inspected. The matter has been referred to ERYC Enforcement.
 - 7.7 The Clerk advised that she has had no response from local landowners to her request for a permissive path linking what is locally known as Cherry Hill to Footpath 2 to form a circular walking route. A suggestion from the audience was to ask the Countryside Access office if she might make an approach. Two instances of fly-tipping on verges on Cherry Hill have been reported to the Clerk by the Litter Picker. They have been reported to Streetscene at East Riding of Yorkshire Council who should remove the waste items.
8. **Environment & Community matters** *(to include Highways and Footways, Health, Education, Transport, Policing, Street lighting and Community Groups).*
 - 8.1 It was acknowledged that the Jubilee event was a huge success. A food menu of pizzas, burgers, etc is now being served and the coffee machine is installed. The opening hours are 3.00 pm – 11.00 pm Wednesday to Friday (serving food to 8.00pm), noon to 11.00 pm Saturday and noon – 8.30 pm Sunday. The Vice Chair suggested that the Pavilion could benefit from opening earlier on the weekend when children's activities are taking place.
 - 8.2 The Vice Chair advised that the school is operating well with sports days, end of year activities for Year 6, parents' evenings and transition days all taking place on site. It was acknowledged that the pandemic has impacted children's immune systems, causing chicken pox, scarlet fever and sickness bugs to affect school life.
 - 8.3 Councillors were presented with a business case for the replacement of the Parish Council's PC equipment, which is currently 9 years old. An estimate of costs was provided. Councillors were in full agreement to the upgrade and future budgets will allow for regular, planned replacement of the equipment.
 - 8.4 Cllr Barnett requested that an even-handed approach be used in requests for homeowners to maintain boundary hedges. Specific criteria will be drawn up and shared with the community and in the meantime the Clerk was requested to contact ERYC for guidance.
 - 8.5 The Vice Chair was not alone in sharing the concerns of residents about obstructions caused by parked cars. The Clerk advised that the recent online Parish Plan had indicated parking and speeding vehicles was the main concern of residents. If vehicles are parked legally, it is difficult for the Parish Council to intervene, other than to share their concerns through the monthly Newsletter. Ward Councillors will be asked for their input at next month's meeting.
 - 8.6 Councillors were in full agreement to offering a Letter of Support to the PFA's bid for a MUGA (multi-use games area) on land owned by Wilberfoss Playing Fields. Although it was acknowledged that a MUGA is already planned on the

school site, the Clerk advised that the Parish Plan in 2008 indicated a need for the provision of opportunities for the youth of the village. It was also acknowledged that Brownies and Guides both folded through the pandemic, leaving very little by way of activities for children in the village.

9. **Councillors Reports for future Agendas**

- 9.1 Cllr Smith advised the one of the memorial benches is unusable, due to the fact it needs cleaning. It was acknowledged that the families who had installed the benches had agreed to clean the furniture. The Clerk will make contact.
- 9.2 The Chair suggested that the Council submits a request for the Community Payback Scheme to paint the village bridge. Councillors agreed. The Clerk will make the necessary contact.
- 9.3 The Clerk was asked by the Chair to request the slurry sealing of the footpath outside the Church.

10. **Administration Matters**

- 10.1 Nothing to report.

11. **Finance** (In accordance with The Local Government (Access to Information) (Variation) Order 2006, Part 4(19) members of the public will be asked to leave the meeting before details of employees' salaries are revealed but will be permitted to stay for all other payment details. Copies of the Parish Council Minutes are displayed on the two Parish Council village notice boards on Main Street and Willow Park Road or at www.wilberfossparish.org.uk.)

- 11.1 The Clerk sought approval of the following payments:-

James Horsley Limited (grounds maintenance)	£521.26
Waterfield Garden Services (Jubilee Copse maintenance)	£547.00
Combined staff salaries	£684.65
Wilberfoss Community Centre (Hire Charges)	£20.00
Post Haste (Newsletter production)	£300.00

- 11.2 Following the internal audit of the Parish Council's accounts, it was acknowledged that due to the cancellation of December 2021's meeting payments authorised in that month had not yet been recorded on a set of Minutes. These payments include:-

Combined staff salaries - £655.48
Zurich Town & Parish Council insurance - £354.42
Wilberfoss Community Centre (hire charges) - £15.00
ERYC – Streetlight Service Level Agreement - £436.13
James Horsley Limited (grounds maintenance) - £521.26
Post Haste (Newsletter Production) - £285.00
Holy Moly (mole eradication) - £60.00
IONOS (website) - £11.99

- 11.3 The Clerk confirmed receipt of:-

2021-2022 VAT refund of £1,494.74
2022-2023 Wilberfoss Quarry Community Fund of £2,659.33

- 11.4 Following the meeting in May, a payment of £154.99 was set up to Royal British Legion Industries for the purchase of a plaque to mark the Queen's Green Canopy. The paperwork was duly signed.

Meeting closed: 21.15

..... Chair Richard Rains Clerk