

Church Fenton Parish Council

ANNUAL REPORT 2018-19

Councillors and Staff

1. The composition of the Council in 2018-19 was as follows:

Cllr Sarah Chester (Chair)

Cllr Ross Higham (Vice-Chair)

Cllr Jo Mason

Cllr Andrew Mason

Cllr Craig Blakey

Cllr Rebecca Hunt

Cllr Stuart Spensley

2. The Council staff comprised Jeremy Sherlock – Parish Clerk and Stephen Fisher – Lengthsman.

Activities in 2018-19

3. Parish Council activities fall into 4 main of categories – projects, service delivery, advocacy and representation and finance and administration.

4. **Projects**

- a. **Property acquisitions** – the most significant activity by the Council was the acquisition of the Community Shop and White Horse pub to ensure the retention of community facilities within the village. This will have been the largest expenditure carried out by the Council, and represented a significant element of Council business, including a number of additional meetings. Capital funding was sourced through the Public Works Loans Board with repayments being achieved through rental income. The Council also has 2 saleable assets which would allow loan repayment should either venture fail at some time in the future.

The Community Shop had continued to trade whilst acquisition was negotiated through a short term lease with the owners. Its retention has proved successful and popular. Acquisition at a cost of £350,000 was completed on 31st August 2018, and was immediately leased to Church Fenton Community Shop Ltd.. The introduction of a overage clause by the vendors created some concerns which were overcome by the payment of a Bond by the Shop Company. Completion of the acquisition has allowed the Shop Company to reopen the Post Office. Plans are now well progressed to further improve the shop, add a café, convert the first floor into a self-contained flat, and create a community garden/ allotment.

The White Horse acquisition was completed on 2nd July 2018 at a cost of £355,000 and immediately leased to Church Fenton Community Hub, a Community Benefit Society who will manage the building and sub-let the premises. At least one higher bid had been submitted to the owners which would have resulted in the use of the site for housing, but the vendors agreed to sell it to the Council so that it could be retained as a pub. The Council also agreed a grant (funded through a PWLB loan which will be recovered through

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the lease) to contribute towards the refurbishment of the building, with the Community Hub having also generated substantial funds for this. These refurbishment works are nearing completion and the pub will open shortly having been closed for about 2 years.

- b. **Play Area** – the Council has received submissions from contractors for the delivery of an informal “all weather” games area at Main Street Play Area which would create a fenced “kick about” area which could be used for football, basketball/ netball and cricket.
- c. **Neighbourhood Plan** – following extensive work, a draft Plan has been prepared for the formal consultation stages.
- d. **Speeding** - the Council has signed up to the 20 is Plenty campaign with a view to tackling speeding issues in the Village.
- e. **Station Parking** – the Council has explored options for tackling parking issues near to the Station, including the potential of creating additional off street parking areas, though has not been able to identify an easy solution. It has been liaising with Northern Railway and the County Council (who have agreed to introduce some parking restrictions).
- f. **Dog fouling** – the Council has agreed to install dog bag dispensers on a trial basis as an additional measure to tackle this issue.

5. Service delivery:

- a. The Council is directly responsible for the 2 Play Areas, the Village Green and the old school playing field. This includes ensuring that equipment is safe, tidying and grass cutting. Repairs were carried out on both Play Areas during the year.
- b. Grass cutting of the Parish Council owned sites and highway verges (formerly cut by NYCC) is undertaken by a contractor appointed jointly with Sherburn-in-Elmet PC and South Milford PC.
- c. The Council owns 34 street lights, paying electricity and repair costs. A programme of replacements was recommended by an engineer, and this has been phased over a number of years
- d. The village Lengthsman continues to carry out general maintenance which has a positive impact of the appearance of the village.
- e. The Council owns the boundary highway signs and Millennium signs, together with a number of benches, a bus shelter and defibrillator.
- f. Support has been given to the new community libraries in Sherburn-in-Elmet and Tadcaster.

6. Advocacy and Representation

- a. **Planning** – the Council has continued to comment on planning applications, the most significant of which is the detailed proposal for housing next to the Parish Church. Outline planning consent was granted for this site by Selby DC despite objections from the Parish council, and concerns raised by Historic England. The Council has commented a number of times on the detailed proposal which have been amended a number of times. In the view of the Council these amendments have not improved what is a poor proposal which will damage village character and the setting of the Parish Church.
- b. **HS2** – the Council has continued to comment on HS2 consultations including

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the draft Environmental Statement and draft Equality Impact Statement. It has liaised with HS2 Ltd over their arrangements for community consultation and engagement particularly relating to compensation.

- c. **Leeds East Airport** – Council has liaised and commented on a number of projects and proposals at the Airport including the Mint Festival, the now approved planning application for a Digital and Media Centre, and the installation of a Global Navigation Satellite System.
 - d. **Police** – the Council has engaged with the local Police including attendance at a Council meeting, and a consultation on a Community Mapping project being undertaken by the Police and Crime Commissioner.
 - e. **Footpaths** – the Council is working with local landowners to tackle any issues with the local footpaths.
7. **Finance and Administration** – the Council has to operate legally and efficiently. Additional information is included on the website. The Council continues to receive few Audit comments. The Council has considered the implications of GDPR on its activities.

Priorities and Challenges in 2018-19

8. **Community Shop and White Horse** – the Council has a monitoring role as landowner with day to day management being the responsibility of Church Fenton Community Shop Ltd, and Church Fenton Community Hub respectively.
9. **Games Area, Main Street** - delivery of Games area following consultation of the detailed proposal
10. **Speeding** – progress 20 is Plenty measures including the installation of informal measures, and lobbying the County Council to install more formal controls.
11. **Neighbourhood Plan** – completion of the final stages of the Plan preparation (including the referendum) so that it becomes a formal part of the Selby Local Plan.
12. **Planning** – continued monitoring of planning applications and the Selby Local Plan process. The Council's comments will have additional weight due to the Neighbourhood Plan.
13. **HS2** – the Council will continue to monitor announcements and comment on consultations.
14. **Street Lights** – a further phase of lights replacement will be carried out.

Finance

15. The Council's total income in 2018-19 was £965,042.77 and expenditure was £917,997.23.
16. Expenditure was on the following items:

Salaries	£6,607.18
Administration	£2,750.89
Audit	£320.00
Insurance	£837.42
Repairs and Maintenance	£7,371.34
Projects	£9,074.23
Electricity	£1,171.61
Loan Repayment	£14,920.33

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Neighbourhood Plan	£2,358.25
Community Shop	£358,291.08
White Horse	£513,320.35
Sandwath	£974.55
TOTAL PAYMENTS	£917,997.23

17. The Council agreed some overtime payments for the Clerk to take account of additional work required to complete the 2 property acquisitions and leases.

18. The purchase of the White Horse was subject to VAT so the Council is now VAT registered. Specialist advice was sought for this process.

19. The Council has reviewed its savings accounts to maximise its interest income.

20. The approved budget for 2019-20 is as follows.

INCOME		EXPENDITURE	
Carry forward	£16,500	Revenue reserve	£11,700
Precept	£21,000	Salaries	£6,250
Recovered VAT	-£1,500	Administration	£1,850
Interest	£500	Audit	£350
Other	£175	Insurance	£900
Shop rent/ Insurance	£13,700	Repairs and Maintenance	£7,600
WH rent/ Insurance/ fee	£23,050	Projects	£10,114
CIL	£5,408	Electricity	£1,200
		Loan Repayment - CS	£13,297
	£78,833	Loan Repayment - WH	£17,264
		CS Insurance	£400
		WH Insurance	£1,500
		Neighbourhood Plan	£1,000
		Unallocated CIL	£5,408
			£78,833
Sandwath endowment funds		Expenditure	
Carry Forward	£25,938	Insurance	£500
	£25,938	Grass cutting	£250
		Inspection and maintenance	£500
			£1,250

Jeremy Sherlock
Parish Clerk