

## Church Fenton Parish Council

### Minutes of the Meeting of Church Fenton Parish Council held on Thursday 11<sup>th</sup> January 2018

Present: Cllr Sarah Chester; Cllr Jo Mason; Cllr Andrew Mason ;Cllr Craig Blakey; Cllr Stuart Spensley, Cllr Rebecca Hunt, Cllr Ross Higham

Jeremy Sherlock (Clerk);

SDC Cllrs Musgrave and Ellis

18 members of the public

#### 80. Apologies, Declarations, and Dispensations

The Clerk reported that a dispensation request from Cllr Higham regarding the White Horse had been approved

#### 81. Public Session

The condition of the access road to the Station Car Park was raised. It is unclear who owns this road. Cllr Blakey agreed to ask his Land agent to check and report back.

#### 82. Reports

Cllr Musgrave advised that there had been no further progress regarding the site next to the Parish Church with current proposals being seen as unacceptable, and he is encouraging the Planners to determine the application. Further work is taking place on the 5 year Land Supply including identifying empty homes and identifying Council owned sites suitable for development. There are a number of imminent appeals where the current supply will be tested.

The Clerk thanked Cllr Musgrave for his assistance with an issue regarding the emptying of bins in the village.

#### 83. Minutes of the Meetings held on 23<sup>rd</sup> November 2017

**Resolved that the minutes represented a true record of the meetings.**

#### 84. Matters Arising

None.

#### 85. For Discussion

a. **Community Shop** – the Clerk reported that following the decision taken at the last meeting to proceed with the acquisition of the Community Shop:

- i. Borrowing approval for £359,000 has been received from DCLG for the acquisition.
- ii. A formal offer for £350,000 has been submitted.
- iii. A draft contract for the acquisition has been received from the vendors solicitors.

The draft contract from the vendors solicitors raise some issues regarding how the purchase should proceed. The contract proposes a 10% (£35,000) deposit on exchange. This is only an issue if there is a significant gap between exchange and completion as during this period the Council would not receive any rent. The monthly cost of this funding would be £110.01. A lower deposit of £17,500 has been requested.

There is a proposal for a part of the garden to be subject to an overage clause, though formal documentation has not been received. The District Valuer has confirmed that this would have no impact on value as they treated the surrounding land as garden for valuation purposes. A request has been made for the overage clause to be removed, though if the vendors insist it should be time limited.

The vendors currently do not wish to vacate their flat until the summer. Purchase could take place earlier than this with the vendors becoming short term tenants. This is an issue for the shop company as they will lease the whole building and will be allowed to sub let. It may affect the timing of the purchase.

## Church Fenton Parish Council

The Chair advised that she had received some representations regarding the Community Shop and intends organising an extraordinary meeting to discuss these.

**Resolved that:**

1. **The progress on the acquisition be noted**
  2. **The approach to negotiations on the deposit and overage clause be supported with the Clerk authorised to finalise documentation for signature by Councillors**
- b. **White Horse** – the Clerk advised that a group of parishioners are developing a business plan with a view to the White Horse being acquired, refurbished and leased as a pub. They have asked if the Parish Council will consider acquiring the building using a Public Works Loan Board, and to undertake a local consultation. This request is subject to the production of a feasible business plan. The group consider that the cost will be in the order of £500K (£350K acquisition, £150,000 refurbishment). They have spoken to a number of potential interested operators and spoken to the sale agents, though do not feel that they are yet in a position to make an offer. The group wish to firm up proposals during the Asset of Community Value moratorium period which expires on 24<sup>th</sup> April 2018. The group feel that they cannot proceed further without the support of the Parish Council.

Councillors indicated overall support. Areas that need developing are how the period between acquisition and letting can be addressed, and the need to firm up refurbishment costs. It was agreed that formal Council consultation should take place once a satisfactory business plan has been produced.

The Clerk reported that solicitors for owners had requested a review of the Asset of Community Value designation. There was an opportunity to submit further comments (by 19<sup>th</sup> January).

**Resolved that:**

1. **The Parish Council confirm that they support the principle of acquiring the White Horse through a Public Works Loan subject to the production of a satisfactory business plan**
  2. **The Clerk submit further comments to support the Asset of Community Value designation using additional information supplied by Councillors**
- c. **Neighbourhood Plan**– a community meeting was held on 17<sup>th</sup> December which was well attended. The current Issue areas were presented and discussed. A household survey has been completed. A further survey relating to working from home will be posted on the Neighbourhood Plan website. A further meeting will be held later this month. Selby DC planners are keen to attend the next meeting.

It had been suggested that the Council consider an Awards for All grant to fund the final Plan production (including design and printing). These costs are likely to exceed £5K. The Council can only receive one of these grants over a 12 month period, and a grant application had been discussed for the All Weather Play Area. However as this is a longer term project, and could potentially attract funding from other sources it was agreed to prioritise the Neighbourhood Plan.

**Resolved that the submission of an Awards for All grant application for the Neighbourhood Plan be considered at the next meeting**

- d. **Street Lights** – the Clerk reported that some additional street light works would be needed as SOX lights are now obsolete and will no longer to be repaired. Works are outstanding on 18 lights with an estimated cost of £10,100+VAT. The Clerk considered that if the projects budget is maintained at its current level that these works can be completed over the next 2 Financial years.
- e. **Budget and Precept 2018-19** – the Clerk presented a report on the proposed budget including the following:

## Church Fenton Parish Council

- The budget includes the shop rent and loan/ insurance charges which results in a neutral cost. This is based on an April purchase - the date is likely to be different, but the principle of cost neutrality will remain the same.
- The shop purchase and all weather play area will form a capital programme which will be covered in a future report
- There has been a small fall in the tax base so even if the precept income remains the same there would be a small increase to precept payers.
- The Selby DC grant is reduced - this will finish after next year. This will need to be taken into account next year.
- The Revenue Reserve to be restored to its level prior to the expenditure on the Community Shop.
- The main expenditure in the Projects budget is on street lighting. Remaining work is covered in a separate item on this agenda. This should be largely complete over the next 2 years, reducing the pressure on the budget.

**Resolved that the following budget and precept be agreed for 2018-19:**

General Funds		Budget Head	
Carry forward	£8,037	Revenue reserve	£5,000
Precept	£20,500	Salaries	£5,280
Selby DC Grant	£379	Administration	£1,750
Recovered VAT	£2,000	Audit	£350
Interest	£350	Insurance	£1,000
NYCC Grant	£175	Repairs and Maintenance	£8,200
Shop rent	£13,804	Projects	£7,761
CIL	£5,408	Electricity	£1,600
Other		Loan Repayment	£13,514
		Shop Insurance	£290
	<b>£50,653</b>	Neighbourhood Plan	£500
		Unallocated CIL	£5,408
			<b>£50,653</b>
<b>Sandwath endowment</b>			
<b>Funds</b>		<b>Budget</b>	
Carry Forward	£26,800	Insurance	£450
	<b>£26,800</b>	Grass cutting	£300
		Inspection and maintenance	£500
			<b>£1,250</b>
		<b>Sandwath Balance</b>	<b>£25,550</b>

- f. **Airport Proposals** – since the public consultation on the proposals for a “creative hub” at the airport there has been no further information supplied. It was agreed to consider this proposal further when more information is available.
- g. **Data Protection** – the Clerk reported that new Data Protection regulations will be introduced in May 2018. Whilst the regulations are not yet finalised there will be a number of implications

## Church Fenton Parish Council

for the Council:

- i. Revisions to data protection policies
- ii. A review of current data storage and use
- iii. A requirement for an independent Data Protection Officer

NALC/ YLCA have circulated a number of background papers and have advised that they will provide model policies and further advice on the other issues in due course. It was agreed that this issue would be considered further once additional guidance was available.

Cllr Jo Mason left the meeting due to feeling unwell.

### 86. For Information

North Yorks CC have advised about an emergency road closure in Church Fenton Lane, Ulleskelf.

### 87. Planning

Applications for consideration

2017/1316/HPA – Proposed single storey extension at 5 Chapel Close, Church Fenton

Some Councillors raised concerns about this proposal. It was recognised that the Council only commented on applications with an impact on the village, though Councillors were free to submit individual comments.

#### **Resolved that no objections be raised**

2018/0009/OUT – Outline application for the erection of a detached dwelling with all matters reserved at land north of Station Road, Church Fenton

#### **Resolved that an objection be raised on the following grounds:**

- 1. The site lies outside the village envelope in an area of open countryside**
- 2. The access proposed is along the access to the Station Car Park which is inadequate for current use, and unsuitable for an additional dwelling**
- 3. There is limited agricultural activity taking place on site which provides no justification for an on site dwelling.**

2017/1369/HPA – Proposed erection of a 2 storey rear extension and extensions to front and rear dormer at Allendale, Nanny Lane, Church Fenton

Whilst Councillors had no objections to the application it was agreed to submit a comment that construction work and deliveries should be restricted to weekdays.

#### **Resolved that no objections be raised**

Appeal

2017/0058/OUT – Outline planning permission for residential development with all matters reserved at land south of Hall Lane, Church Fenton

Cllr Chester declared an interest in this application. Selby DC have advised that an Appeal hearing will be held on 16<sup>th</sup> January.

### 88. Finance

a. Clerk's Finance Report

The Clerk had circulated a financial report which showed at the end of last month a balance of £43,611.04. This shows a general balance of £12,390.07, a Sandwath endowment balance

## Church Fenton Parish Council

of £26,858.97, and a Neighbourhood Plan grant balance of £4,362.00.

### Resolved that this report be noted

#### b. Payments

SLCC	Subscription	£68.00
Church Fenton Bowling Club	Grant	£880.00
Jeremy Sherlock	Salary	£218.56
Stephen Fisher	Salary	£119.06
Sherburn-in-Elmet PC	Grass cutting	£410.03
Church Fenton Village Hall	Room Hire	£12.00
Church Fenton Village Hall	Room Hire (Neighbourhood Plan)	£72.00
HMRC	Tax	£152.60
Jeremy Sherlock	Salary	£218.56
Stephen Fisher	Salary	£119.06
J R Ink	Printing (NP)	£165.00
Hags-SMP	Playground Repairs	£638.40
Fenton in Focus	Advert (NP)	£30.00
Viking	Stationery	£118.72
Fenton in Focus	Advert	£30.00
HAGS-SMP	Playground Inspection	£84.00
Plan Ahead Communities	Neighbourhood Plan	£4,150.00
HMRC	Tax	£118.40
Jeremy Sherlock	Salary	£136.58
Stephen Fisher	Salary	£37.49

### Resolved that the above payments be noted

#### 89. Representatives Reports

Cllr Chester raised a query with regard to highways works at Station Road bridge. The Clerk will query with highways.

Cllr Andrew Mason advised that he will visit a number of problem footpaths with Kenny Smith.

#### 90. Agenda Items for Next Meeting

Community Shop, White Horse, Awards for All application, Neighbourhood Plan, Footpaths, Station Road/ Sandwath Lane fence

#### 91. Date and time of next meeting – Thursday 15<sup>th</sup> February 2018 at 7:30 at the Village Hall, Main Street, Church Fenton

Meeting closed at 10:05pm

Jeremy Sherlock; Clerk; [clerk@church-fenton.net](mailto:clerk@church-fenton.net)