

## Church Fenton Parish Council

### Minutes of the Meeting – ORDINARY PARISH COUNCIL MEETING

**Minutes of the Ordinary Council Meeting of Church Fenton Parish Council held on Tuesday 04 January 2022 at Church Fenton Village Hall.**

In attendance: Cllr Sam Charlston (Chair), Cllr Stewart Ferris, Cllr Ross Higham, Cllr Andrew Mason, Cllr Jo Mason, Cllr Michelle Seguss, Georgina Ashton, Clerk to the Council. District Cllr Richard Musgrave, District Cllr Keith Ellis. In addition 11 members of the public.

*Meeting started at 7.32pm*

21/97. To note Apologies and Approve Reasons for Absence *It is a requirement in law, Localism Act (2011, s31) that Council members declare any Disclosable Pecuniary Interest.*

None

a. To note dispensation requests – None.

21/98. Public Participation Period (no longer than 30 minutes)

Resident 1 – Rose Lane resident. Top of our priority for Rose Lane residents, is that it is well lit. A few of the residents would like it noted that returning home in the dark, safety of residents is paramount. This is the view of some residents but not all. On the shared plans with residents, there is a footbridge, however this is not finalised or confirmed as a definite at this moment in time.

Resident 2 – Rose Lane resident. Not keen on streetlighting, has a teenage daughter and is not concerned if the pedestrian / road access is not lit with streetlighting. Also concerned about the positioning of a footbridge, causes safety concerns for residents in an area where there will be a tight turning circle. Not opposed to a footbridge in a separate location. Any HGV vehicles trying to manoeuvre in a tight area with increased footfall will be a potential safety issue.

21/99. Reports from other authorities

District Councillor(s), County Councillor, Police

District Cllr Ellis – 1) approached before Christmas regarding a contribution to new dog bins. As a consequence has offered £1000 as part of the Members Community Fund. 2) spoken with the Clerk prior to the Christmas break, quotation for a new notice board and in addition, is happy to donate £1000 towards this asset purchase. Both quotations need to be with Cllr Ellis before 30 January for the monies to be accessed.

District Cllr Musgrave – 1) 2021/0685 – application at LEA for storage. Temporary Stop Notice issued which expired on 27 December 2021. Request to local residents from the District Cllr to provide information if any work restarts at the site. Currently waiting for outstanding matters on the live planning application which will be chased with some urgency so that the application can be determined. 2) 2020/0225/FULM – more information required from the applicant before the Decision Notice is produced. Planning consent does not currently exist on the site and work commenced before Christmas so a Temporary Stop Notice was issued which expires on 11<sup>th</sup> January 2022. Additional information has now been provided from external agencies with regard to flood risk. Finally, with regard to the Campsite application has been refused, based on the Environmental Health Report, the recommendation was that the application be determined by the case officer rather seeking approval through the Planning Committee. In addition, a question was raised by Cllr J Mason regarding the desecration of the WWII Monument Site at LEA. No further update provided from Historic England but District Cllr Musgrave will request an update.

21/100. To approve Minutes of the Ordinary Meeting of Church Fenton Parish Council held on 25 November 2021.

**Resolution: It was resolved that the minutes of the meeting which took place on 25 November 2021 were a true and accurate record. Unanimous.**

## Church Fenton Parish Council

### Minutes of the Meeting – ORDINARY PARISH COUNCIL MEETING

#### 21/101. Planning

##### a. Applications to be considered since the last meeting and acknowledged if date passed

Date Received	Consultee deadline	Planning reference	Address	Details
		2021/1428/HPA	2 Church Mews	COU of garage to bedroom, erection of a garage.

*No Comments to be made by the Council on 2021/1428/HPA.*

##### b. Planning Decision Notices – **approved and declined**

2021/1127/FUL	<i>Camping and caravan site at The Fenton Flyer</i>	<b>17 December 2021 REFUSED</b>
---------------	---	-------------------------------------

##### b. To consider any Planning Enforcement Issues

- i) to include 2021/0381/MWCU against 2021/0685/FULM –  
District Cllr Musgrave provided an update on the LEA storage planning application. See 21/99. above.
- ii) To include 2021/1127/FULM – Campsite refused as above.

#### 21/102. Policy

##### a) To consider the budgeting proposals and Precept for 2022-2023.

Clerk provided information with regard to an explanation of the precept requirement and budgeting. Some discussion over the 4 options provided by SDC as the budget suggests that the general reserves of NRE will be more than 100%. Aware that CIL monies from sites with planning consents will not be received during 2022-2023 for both the 9 dwellings off Bridge Close and the 50 homes behind the Church. Some Councillors suggested that the Council should not reduce the precept requirement but consider keeping the Band D charge the same for residents at £45.82 per household. Proposal put forward to keep Band D charge the same.

#### Finance Report for January 2022

<b>Bank Account</b>	<b>31 Dec 2021</b>
Unity Trust Online	£40,171.68
Cambridge & Counties	£38,150.04
Redwood	£10,379.16
<b>Totals</b>	<b>£88,700.88</b>
<b>Ringfenced funds at 31 Dec 2021</b>	
CIL	£2,649.52
S106 Funds remaining in PC a/c	£120.61
Shop Bond	£20,000.00
S106 Sandwath Endowment Balance	£21,794.73
Grant: NHPlan Balance	<b>-£143.05</b>
AJ1 Road Safety Fund Grant	£4,195.76
<b>Total Ringfenced Funds</b>	<b>£48,617.57</b>
General Fund - <i>not ringfenced</i>	£40,029.31
<b>Total funds equals total bank ac's</b>	<b>£88,700.88</b>

## Church Fenton Parish Council

### Minutes of the Meeting – ORDINARY PARISH COUNCIL MEETING

b. Payments- To consider and approve the invoices for the payment schedule from 25 Nov 2021 to 04 Jan 2022.

Date	Description	Income	Expenditure	Total
01/12/2021	AC: Lease Payment: CF Community Shop Ltd	£1,108.07		
02/12/2021	AC: Lease Payment: CFCH admin charge	£98.33		
02/12/2021	AC: Lease Payment: CFCHub	£1,697.75		
07/12/2021	BT: Fenton Landscape Services		£356.00	
07/12/2021	BT: Lengthsman Salary NOV (19.5hrs x £9.90) = Gross £193.05		£154.45	
07/12/2021	BT: Clerk NOV salary		£494.80	
07/12/2021	BT: Matt Abraham Thomas expenses for Christmas lights		£134.26	
07/12/2021	BT: YLCA Training		£22.50	
07/12/2021	BT: HMRC		£38.60	
07/12/2021	BT: Shed Grounds Maintenance INV21431		£159.94	
07/12/2021	BT: Fields Garden Centre		£155.00	
20/12/2021	DD: PWLB White Horse		£7,972.23	
29/12/2021	DD: PWLB White Horse		£360.64	
31/12/2021	BT: Unity Trust Online banking fees (Oct to Dec)		£18.00	
<b>Totals</b>		<b>£91,668.52</b>	<b>£84,883.80</b>	
<b>31/12/2021</b>	<b>Closing balance at BANK at 31 December 2021</b>			<b>£37,267.53</b>
	<b>Known Financial Commitments</b>			
04/01/2022	AC: Lease Payment: CFCH admin charge	£98.33		
04/01/2022	AC: Lease Payment: CFCHub	£1,697.75		
04/01/2022	AC: Lease Payment: CF Community Shop Ltd	£1,108.07		
	BT: G Ashton (expenses - Jennychem - 10x 25kg bags Rock salt)		£106.95	
	BT: CF Village Hall Mgt - Room Hire		£36.00	
	BT: Lengthsman Salary DEC (19.5hrs x £9.90) = Gross £193.05		£154.45	
	BT: Clerk DEC salary		£494.80	
	BT: HMRC PAYE - DEC		£38.60	
	BT: YLCA Training Mediation Meeting - 6 December 2021		£210.00	

Predicted Balance at Bank 30 January 2022

£39,032.55

The current account Bank Balance as at 04 January 2022 is £40,171.68

**Resolution: Council agreed that the precept requirement will be £24,426.69 for the financial year 2022/2023, where the Band D charge will remain the same for residents at £45.82. Majority agree. 1 abstention from Cllr Seguss.**

b) To consider Scheme of Delegation

Clerk presented the policy as previously approved in 2020. In light of current Covid19 climate and national picture, suggestion made that this should be considered and adopted.

**Resolution: Council agreed to update and adopt the Scheme of Delegation. Unanimous.**

c) To consider the co-option for the vacant seat as directed by SDC.

Council can function with 6 councillors. Potentially only 3 meetings left before the next Election in May 2022. Cllr Seguss raised that the council did not have an adopted policy for Co-option. The Clerk pointed out that this policy has been written and presented to Council at a meeting (both 17 September 2020 and 15 October 2020) but was not adopted. Clerk to recirculate Co-option Policy and associated documents.

## Church Fenton Parish Council

### Minutes of the Meeting – ORDINARY PARISH COUNCIL MEETING

**Resolution: Council agreed not to co-opt in light of forthcoming Elections in May 2022 of the full council. Unanimous.**

- d) To note facilitation meeting with YLCA – 6<sup>th</sup> December 2021

As directed from the Monitoring Officer and recommendation made in a letter to the Chairman in June 2021, council members and the Clerk attended a facilitation meeting with the Chief Officer of YLCA. Invoice received for £210.

21/103. Environment

- a) To note correspondence received and consider the proposed developments at the Rose Lane Crossing. Clerk received a phone call from Network Rail prior to the Christmas break with regard to arranging a briefing meeting with council members to explain the plans for street lighting in the area. No dates received as yet. Residents will be contacted independently for a resident's consultation towards the end of January.

21/104. To receive Representatives Reports

Cllr J Mason – reserved matters regarding land to the south of Station Road. Concerns over the access road and a potentially high wall which may impinge visibility splay on exit of the access road.

Cllr A Mason – footpaths. Approached by a resident with regard to disabled access to footpaths, eg breaking up of tarmac footpaths (adjacent to the highways). Clerk offered to contact NYCC if residents provide information with specific areas in the parish.

Cllr Seguss – concerns over streetlighting raised on Rose Lane. Has been reported to

Cllr Charlston – slats broken on the footbridge from Main Street across to the Cricket ground.

21/105. To note Correspondence received (not specifically dealt with on this agenda)

21/106. To note Agenda Items for:

a) Next meeting –Co-option Policy,review and adopt new NALC Code of Conduct, sale of Arnold-Baker 10<sup>th</sup> edition, confirmation Bins order, fencing on railway embankment on all sides, village hall boundary, Main St phonebox, Highways, Christmas Committee, Jubilee committee, Defibrilators, Future meetings - Village Entrance boundary sign. Strategy Parish Plan. Use of Survey Monkey for communication with Parishioners. Policy. HS2. ST1 Post box.

21/107. To confirm Date and time of next meeting – Thursday 17<sup>th</sup> February 2022 at 7.30pm, Village Hall, Main Street, Church Fenton.

*The meeting closed at 8.31pm*

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

*Chairman, Church Fenton Parish Council*