

Church Fenton Parish Council

Minutes of the Annual Meeting of Church Fenton Parish Council held on Thursday 16th May 2019 at the Village Hall, Main Street, Church Fenton

Present: Cllr Sarah Chester (Chair), Cllr Ross Higham, Cllr Andrew Mason, Cllr Craig Blakey, Cllr Samantha Charlston, Cllr Michelle Seguss, Cllr Paul Herbert

Jeremy Sherlock (Clerk); NYCC Cllr Andrew Lee

38 members of the public;

1. Signing of the Declaration by Councillors – all newly elected Councillors signed the Declaration
2. Appointment of Chair – it was commented that the Council had in the past operated on the basis of a rotating Chair, but that the Chair had not changed for some time. It was agreed to review this in future years as the Chair is appointed annually.

Cllr Sarah Chester was nominated as Chair

Resolved that Cllr Sarah Chester be appointed as Chair for 2019-20

The Chair signed the Declaration

3. Appointment of Vice-Chair – Cllr Ross Higham and Cllr Samantha Charlston were nominated as Vice Chair.

Resolved that Cllr Ross Higham be appointed as Vice Chair for 2019-20

The Vice Chair signed the declaration

4. Apologies, Declarations, and Dispensations

Apologies - SDC Cllrs Richard Musgrave, Keith Ellis

5. Appointments to Outside Bodies – it was noted that Cllr Mason is a Director of Church Fenton Community Shop Ltd. There were nominations for Church Fenton Community Hub Ltd – Cllrs Charlston, Blakey and Higham.

Resolved that the following appointments be made to outside bodies:

Village Hall Committee (3) – Cllrs Chester, Herbert and Higham

YLCA Branch – Cllr Charlston

Community Hub Ltd – Cllr Higham

Games area Sub Group – Cllr Seguss, Stuart Spensley, Rebecca Hunt, Zoe Simpson

6. Public Session

The gatepost at the end of the track leading to Main Street Play area needs repairing. Yorkshire Water have been informed and have visited the site.

There has been some recent vandalism in the Sandwath area. It has been reported to the police.

There was a query about when the first rent payment was made by Church Fenton Community Hub.

A concern was raised that previous minutes had indicated that the Shop Bond could be used for general Council activity. It was confirmed that this could only be used under the terms of the Bond agreement, i.e. to cover loan payments in the event of default. There was a discussion about the use of Interest on this money.

7. Reports

Cllr Richard Musgrave sent a written report:

“Firstly, I am humbled to have been re-elected to represent Appleton Roebuck & Church Fenton and will continue to do everything I can to give the village strong representation at the District level. Although the last four years haven't always been plain sailing, in my view Church Fenton Parish Council have an agenda that is the most ambitious and proactive in the District. I wish them well for the next four years.

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With regard to specific matters, I understand that application reference 2017/0736 will be determined at Planning Committee in June, and, with regard to application 2019/0325, I have written to the Planning Officer to point out that the site is in Flood Zone 2.”

8. Minutes of the Meeting held on 18th April 2019

Resolved that the minutes of 18th April 2019 represent a true record of the meeting.

9. Matters Arising

The Clerk advised that he had received responses from the Police and Selby Dog Warden regarding issues raised at the meeting. The Police Wildlife and Patrol Officer has been informed. The Dog warden can be contacted if the identity of people taking dogs into the Recreation Ground are known.

10. For Discussion

a. **Power of General Competence** – use of this Power avoids the need to identify individual powers for each area of activity. It is available to Councils that have elected Councillors and a suitably qualified Clerk. It needs to be renewed after the Election of a whole Council.

Resolved that the Council utilise the Power of General Competence for 2019-23

b. **Code of Conduct, Complaints Procedure, Standing Orders, and Financial Regulations** – some of the latest versions were not on the website. It was agreed to defer until the next meeting.

c. **Revised Budget 2019-20** – the Clerk proposed a revised Budget for 2019-20 to take account of carry over funds (especially for the Community Shop fees and White Horse refurbishment) and election costs. He advised that reserves were under pressure and will need to be reviewed as part of the precept and budget process for 2020-21.

Resolved that the following revised budget be approved:

INCOME	Budgeted	Revised	EXPENDITURE	Budgeted	Revised
Carry forward	£16,500	£31,699	Revenue reserve	£11,700	£8,988
Precept	£21,000	£21,000	Salaries	£6,250	£6,250
Recovered VAT	-£1,500	-£1,500	Administration	£1,850	£1,850
Interest	£500	£500	Audit	£350	£350
Other	£175	£175	Insurance	£900	£900
Shop rent/ Insurance	£13,700	£13,730	Repairs and Maintenance	£7,600	£7,600
WH rent/ Insurance/ fee	£23,050	£22,944	Projects	£10,114	£8,664
CIL	£5,408	£5,408	Electricity	£1,200	£1,200
Neighbourhood Plan		£4,596	Loan Repayment - CS	£13,297	£13,297
			Loan Repayment - WH	£17,264	£17,264
	£78,833	£98,552	CS Insurance	£400	£430
			WH Insurance	£1,500	£1,394
			Shop/ White Horse		£18,361
			Neighbourhood Plan	£1,000	£4,596
			Unallocated CIL	£5,408	£5,408
			Election costs		£2,000
				£78,833	£98,552
Sandwath endowment funds			Expenditure		
Carry Forward	£25,938	£25,958	Insurance	£500	£500
	£25,938	£25,958	Grass cutting	£250	£250
			Inspection and maintenance	£500	£500
				£1,250	£1,250

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d. **Millennium Sign, Busk Lane** – the brickwork on this sign is damaged, and the Church Fenton lettering lost. The Clerk was asked to explore the cost of rebuilding the sign with a view to requesting contributions from businesses and grants.

e. **Speeding and Highway Issues** – Cllr Mason advised that he no longer had the capacity to take a lead. The Chair agreed to take on this role.

North Yorkshire CC have advised that they will not change the mini roundabout despite safety concerns being raised. Cllr Lee agreed to explore this as a return to a conventional junction would seem to be relatively straightforward and inexpensive.

f. **Alteration of date of September Meeting**

Resolved that the September meeting be rescheduled to Thursday 12th September.

g. **Bench Busk Lane** – the Clerk advised that he had not received a response to requests to replace the bench which was removed when the development on the former garage site was undertaken. It was agreed to defer to the next meeting to allow a further effort be made to contact the developer.

11. For Information

An email has been received from Selby and District Rail Users Group advising of their local activities.

12. Planning

Applications for consideration

2019/0325/FULM – Proposed erection of 119 dwellings with open space and associated infrastructure following demolition of existing buildings at Brownfield Site 2, Leeds East Airport, Busk Lane, Church Fenton

Concerns were raised about the numbers proposed, and its impact on local services and infrastructure. The Local Plan figures have already been significantly exceeded. There are issues relating to flooding as it lies within Flood Zone 2 and there is a need for a sequential test and exception test. It was agreed that the Council's response be copied to Ulleskelf PC.

Resolved that the Clerk submit an objection in consultation with Councillors on grounds of impact on local services and infrastructure when the Local Plan allocations have been exceeded, and the lack of a sequential test and exception test.

13. Finance

a. Clerk's Finance Report - an up to date receipts and payments analysis has been undertaken. This shows a balance of £93,668.98.

An analysis of general funds allowing for advance rental income, Sandwath Endowment, Bond and CIL grant, shows the following. The balance of White Horse grant (£14,660.50) has not been paid. The first precept payment for 2019-20 has been received.

General Fund	£26,561.71
Net Pub/ Shop rental income	£12,364.70
Neighbourhood Plan Grant balance	£3,958.00
Sandwath endowment balance	£25,377.07
CIL	£5,407.50
Shop Bond	£20,000
TOTAL	£93,668.98

Resolved that this report be noted

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- b. Bank Signatories – previously all Councillors have been signatories for the Natwest and Cambridge and Counties Accounts. There are only 4 signatories on the Redwood Account. A new signatory is needed to replace Jo Mason.

Resolved that:

- 1. The authorised signatories for the mandate for the Natwest Current Account and Cambridge and Counties Account be all current Councillor’s.**
- 2. The mandate for the Redwood account be amended to replace Jo Mason with Councillor Charlston.**

c. Income

Rent	Church Fenton Community Hub	1,796.70
Precept	Selby District Council	10,500.00
Rent	Church Fenton Community Shop Ltd	1,108.07
Rent	Church Fenton Community Hub	1,796.70
Insurance recharge	Church Fenton Community Hub	1,393.78
Insurance recharge	Church Fenton Community Shop Ltd	430.07

d. Payments

Grass Cutting	Shed Grounds Maintenance	412.77
Grass Cutting	Shed Grounds Maintenance	22.91
Fees	Freeths LLP	3,700.80
Insurance	Came and Company	807.66
Insurance	Came and Company	534.17
Insurance	Came and Company	430.07
Insurance	Came and Company	1,398.78
Grass Cutting	Shed Grounds Maintenance	412.77
Grass Cutting	Shed Grounds Maintenance	22.91
Tax	HMRC	135.20
Consultancy	David Gluck	100.00
Data Protection fee	Information Commissioner	40.00
Membership fee	Selby & District RUG	10.00
Salary	J Sherlock	277.36
Salary	Stephen Fisher	105.58

14. Representatives Reports

Cllr Higham queried the use of the Defibrillator as it had not been mentioned by the Ambulance Service in a recent incident. It was felt useful to consider further training.

Cllr Mason raised concerns about recent helicopter noise from the Airport. The Clerk agreed to raise this.

Cllr Seguss advised that the pathway between Church Fenton and Barkston Ash was becoming increasingly overgrown.

15. Agenda Items for Next Meeting

Annual Return, Standing Orders/ Code of Conduct, Defibrillator, Busk Lane Bench, Roundabout, Trans Pennine route

16. Date and time of next meeting – Thursday 20th June at 7:30 at the Village Hall, Main Street, Church Fenton

Meeting closed at 9:50pm

Jeremy Sherlock; Clerk; clerk@church-fenton.net; 07981 371937