

## Church Fenton Parish Council

### Minutes of the Meeting of Church Fenton Parish Council held on Thursday 20<sup>th</sup> June 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) (from 7:50pm); NYCC Cllr Andrew Lee; SDC Cllrs Keith Ellis & Richard Musgrave

24 members of the public;

#### 16. Apologies, Declarations, and Dispensations

Cllr Chester declared an Interest in item 23 (2019/0564/FUL)

#### 17. Public Session

Concerns were raised that the hedge between Northfield Terrace and Northfield Court is not being maintained, which affects visibility. There is a covenant with Selby DC regarding this. Cllr Musgrave agreed to investigate. NYCC are investigating issues with the adjacent bridge.

There are issues with the path which accesses the rear of the properties in Northfield Terrace being obstructed. Cllr Musgrave will investigate.

There were a number of comments regarding the planning application at Hilahgarth, Main Street. Concerns were raised regarding privacy, over development, loss of trees, access and highway safety.

#### 18. Reports

Cllr Musgrave advised that the proposed Committee date for the planning application to the rear of the Church is 7<sup>th</sup> August.

He encourages residents to make representations regarding the planning application at Hilahgarth.

#### 19. Minutes of the Meeting held on 16<sup>th</sup> May 2019

It was proposed that minute 6 be expanded to clarify that concerns about the Bond related to potential use for general Council purposes.

**Resolved that subject to the amendment above the minutes of 16<sup>th</sup> May 2019 represent a true record of the meeting.**

#### 20. Matters Arising

The Clerk advised that he had spoken to Yorkshire Ambulance Service regarding the Defibrillator. For a relevant incident the call handlers should notify of the position of a Defibrillator within 600 metres, but only when the person who is ill would not be left alone. It was agreed to consider the location, and need for additional Defibrillators at a future meeting.

#### 21. For Discussion

a. **Annual Return** – the Clerk advised that whilst the variances for figures for 2018-19 are large the principles remain the same. Explanations regarding variances are included in supporting documentation, and mainly arise from the acquisition of the Community Shop and White Horse. The Internal Auditor has raised no concerns.

**Resolved that:**

- 1. The Governance Statement in the Annual Return be approved, and the Chair and Clerk be authorised to sign them for submission to the External Auditor**
- 2. The Accounting Statements in the Annual Return be approved, and the Chair and Clerk be authorised to sign them for submission to the External Auditor**
- 3. The comments of the Internal Auditor be noted. The Internal Auditor (Mrs A A Thomas) be reappointed for 2018-19.**

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- b. **Code of Conduct, Complaints Procedure, Standing Orders, and Financial Regulations** – the Clerk had circulated the most recent versions. These are posted on the website.

**Resolved that Code of Conduct, Complaints Procedure, Standing Orders, and Financial Regulations be readopted.**

- c. **All Weather Play Area, Main Street** – at Council on 21<sup>st</sup> March 2019 7 contractors' submissions for the delivery of the All Weather facility at Main Street Recreation Ground were considered. It was agreed at the meeting that Premier Play represented the best value for money. However the sub group were asked to meet with them before a final appointment was made.

An initial meeting was held with the sub group at Main Street, and the Clerk and Stuart Spensley also visited a scheme undertaken by Premier Play at Hensall Primary School.

At the meetings Premier Play came across as a professional and competent firm with their staff having significant experience regarding play facilities. They admitted that they had not delivered a full All Weather facility, but have constructed goal ends and surfacing as separate schemes. Their view is that schemes of this nature are overpriced.

The sub group discussed the details of the proposed scheme which may result in some cost adjustments, though these are not expected to be major. The Council currently have £32,718.11 in S106 and CIL, and their quote is £31,995 (+VAT). The Council would need to cash flow the VAT.

There was additional discussion about maintenance. They advised that, as an informal facility, it would require the sand brushing approximately twice a year which would take about 2 hours (this ensures a level surface). It will also require routine work to remove litter etc, as well as inspections which can be added to the playground inspections.

The facilities that they had erected at Hensall School seemed to have been done well, and the School was happy with the service that they have provided.

If Premier are appointed as preferred contractor the next steps would be:

- a. Request a "final" version of the scheme including final costings.
- b. Undertake a consultation on the detailed scheme (it is understood that planning consent is not required as it is an existing play facility).
- c. Consider the budgetary implications.
- d. Consider maintenance arrangements and costings.

Some concerns were raised about the size of the facility and the limited amount of grassed area that would remain. However it was felt that the main use was for informal football which would be enhanced by the facility.

Replacement or repair of the facility in the future would be expensive. It was agreed to consider this further when the final scheme is considered.

**Resolved that Premier Play be appointed a Contractor for the All Weather Play facility at Main Street recreation Ground, and that they be requested to develop a detailed scheme and costing for consultation and final consideration by Council.**

- d. **Community Shop/ White Horse** – the Council had received updates on these community projects:

Shop – the alterations to the building are well under way and are due to be completed later this year. The shop continues to be well supported by volunteers, and is trading well.

White Horse – a tenant has been in place since last year, and the extensive refurbishment is nearing completion. The pub is due to reopen on Friday 12<sup>th</sup> July.

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The Clerk reported that he had received a letter from the Community Shop confirming the Council's nomination rights. It had been agreed at the last meeting not to nominate this year as a Councillor is already on the Board.

The Clerk reported that he had consulted YLCA regarding the use of interest from the Bond who advised that this was at the Council's discretion. There was a suggestion that it should be donated for shop use. However in the view of the small sum it was felt better to include its part of general revenue funds with the shop able to request support if this is needed.

### **Resolved that the Bond Interest be used as General Funds**

- e. **Communications** – the main communications used by the Council are the Village website, Council meetings, noticeboards and Fenton in Focus. The Village website is not produced by the Council, but the Clerk can post some documents directly to the Parish Council page. There had been a suggestion that the Council use Facebook which was agreed providing it was set up to be information only. It was agreed to have “communications” as a standard item on future agendas.

It was agreed that the Clerk and Cllr Charlston would take a lead on the Facebook page, and Cllr Charlston would take a lead on Fenton in Focus with items posted as agreed by the Council.

- f. **Speeding and Highway Issues** – Cllr Chester advised that a 20 is Plenty petition is now circulating, and a number of residents have confirmed that they would be happy to have signs in their gardens.

A resident has been monitoring the roundabout in recent weeks and has seen 2 near misses. A particular problem is caused by people parking inconsiderately near to the roundabout. Cllr Lee asked the Clerk to write again to the County Council.

Issues in the Northfield Terrace area were noted. It was agreed that the Council should consider preparing a comprehensive proposal for village highway issues.

- g. **Selby DC recycling consultation** – as the main issue for householders would be the number of bins it was agreed that the Council would not comment but would encourage residents to submit individual views.

- h. **Alteration of the date of the Parish and Annual meeting in May 2020 meeting**

### **Resolved that the Parish and annual meeting be held on 28<sup>th</sup> May 2020**

- i. **Busk Lane bench** – deferred to the next meeting

## 22. For Information

A letter has been received from Sherburn Visiting Scheme regarding a possible contribution from the Council, after the agenda had been circulated. It was agreed to consider this at the next meeting.

A letter has been received from SSAFA regarding VE day events. It was agreed to consider this at the next meeting

## 23. Planning

### **Applications for Consideration**

2019/0513/FUL – Proposed erection of four detached dwellings following demolition of existing dwelling at Hilahgarth, Main Street, Church Fenton

**Resolved that the Clerk (in consultation with Councillors) submit an objection to include the following issues: road safety and access, numbers of dwellings, 3 storey development, trees, impact on streetscape, and flooding.**

2019/0564/FUL – Section 73 application for the erection of 3 blocks of 7 No stables with tack room, erection of indoor riding area, construction of outdoor riding area and vehicle park and siting of a mobile home without complying with conditions 1,2,3,4,5,6,7,8,9,10, and 11 of approval 2009/0565/FUL allowed on appeal on 01 April 2011 at Hall Lane Stables

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Cllr Chester left the chair for this item and did not participate in the debate or decision. Cllr Higham took the Chair.

**Resolved that the Clerk (in consultation with Councillors) submit an objection to include the following issues: intensification of use creating traffic issues and loss of amenity; works undertaken without consent; lack of information regarding changes to conditions.**

Cllr Chester returned to the Chair

### Applications Approved

2019/0196/S73 – Section 73 application for retrospective side extension to the kitchen; new structure to form external bar and kitchen; construction of new walls to car park/ garden area; new canopies to rear and side of building; external fire place to rear of kitchen; alterations to windows to form glazed door openings without complying with conditions 2, 4, 6 and 7 of planning approval 2018/1306/FUL granted on 07/02/2019 at White Horse, Main Street, Church Fenton

### 24. Finance

- a. Clerk's Finance Report - an up to date receipts and payments analysis has been undertaken. This shows a balance of £73,236.06.

An analysis of general funds allowing for advance rental income, Sandwath Endowment, Bond and CIL grant, shows the following.

General Fund	£11,948.53
Net Pub/ Shop rental income	£8,565.02
Neighbourhood Plan Grant balance	£3,958.00
Sandwath endowment balance	£25,357.01
CIL	£5,407.50
Shop Bond	£20,000.00
<b>TOTAL</b>	<b>£73,236.06</b>

### Resolved that this report be noted

#### b. Payments

Refurbishment Grant	Church Fenton Community Hub	14,660.50
Loan payment	PWLB	7,972.25
Tax	HMRC	135.20
Expenses	J Sherlock	26.55
Grass Cutting	Shed Grounds Maintenance	412.77
Grass Cutting	Shed Grounds Maintenance	22.91
Internal Audit	Mrs A A Thomas	85.00
Training	Yorkshire Local Councils Association	115.00
Computer repair	Advantage	30.00
Salary	J Sherlock	230.56
Salary	Stephen Fisher	105.58
Loan payment	PWLB	360.64

#### c. Income

Rent	Church Fenton Community Shop Ltd	1,108.07
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Rent	Church Fenton Community Hub	1,796.70
Rent	Church Fenton Community Hub	1,794.19

### 25. Representatives Reports

Cllr Charlston advised of continuing parking issues near to Oakwood Close. This has been reported to the Police

Cllr Blakey reported that he had been advised by the Airport that there had been helicopter training, including for the Air Ambulance.

He also reported that parking issues along Sandwath Lane will continue to create problems for large farm vehicles.

Cllr Chester reported that the regulation 14 consultation for the Neighbourhood Plan was completed, and the results were being analysed.

A consultation has been received from HS2 about some proposed changes to other parts of the route. The closing date for comments is in September.

The Village Hall Committee met yesterday and reported a healthy financial balance. The electrical work has been completed.

A Community Service is being held at the Church on 30<sup>th</sup> June with all Councillors invited.

### 26. Agenda Items for Next Meeting

Speeding and Highways; Parks and Recreation Sherburn Visiting Scheme, VE Day

### 27. Date and time of next meeting – Thursday 18<sup>th</sup> July at 7:30 at the Village Hall, Main Street, Church Fenton

Meeting closed at 10:00pm

**Jeremy Sherlock; Clerk; [clerk@church-fenton.net](mailto:clerk@church-fenton.net); 07981 371937**