

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 Thursday 16th June 2022 at Church Fenton Village Hall

In attendance: Cllr Sam Charlston (Chair), Cllr Stewart Ferris, Cllr Andrew Mason, Cllr Jo Mason, Cllr Michelle Seguss, Cllr Ross Higham. Clare Hunt, Clerk to the Council.

In addition, 4 members of the public.

Meeting started at 7.30pm

22/27. To note Apologies and Approve Reasons for Absence

All Present

22/28. To note any Declarations of Interest and to approve any Dispensation requests

It is a requirement in law, Localism Act (2011, s31) that Council members declare any Disclosable Pecuniary Interest
None

22/29. Public Participation Period (no longer than 30 minutes)

None.

22/30. Reports from other authorities

District Councillor(s), County Councillor, Police

None present.

Police Report Received and Read as Local officer could not attend

Cllrs feedback that they would like more details in future of the incidents and dates and times.

22/31. To approve Minutes of the Extraordinary Meeting of Church Fenton Parish Council held on 9th June 2022.

Resolution: to approve as a true and accurate record the minutes of the last meeting held on 9th June 2022. Unanimous.

22/32. Planning

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

Date Received	Consulted deadline	Planning reference	Address
Mon 30 th May	Tue 28 th June 2022	2022/0173/FUL	Oxmoor Barn, Oxmoor Lane, Church Fenton LS24 9RW
Tue 24 th May	Mon 20 th June	2022/0611/DOC	Church Fenton Hall, Station road Church Fenton LS24 9RA
Thu 19 th May	Thu 16 th June	2022/0557/HPA	Hall Farm Hall Lane Church Fenton LS24 9RN
Thu 19 th May	Mon 27 th June	2022/0511/DOV	The Mower shop, Station road, Church Fenton LS24 9RA
Thu 19 th May	Thu 21 st June	2022/0435/OUT	75 Bridge Close, Church Fenton LS24 9GZ
Thu 19 th May	Thu 9 th June	2022/0386/HPA	Partridge Barn, Oxmoor Lane, Church Fenton, LS24 9RW

2022/0173/FUL Change of Use

Resolution : No Comments Unanimous

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2022/0386/HPA

Resolution: No Comment. Unanimous.

2022/0611/DOC

Resolution: No Comment. Unanimous.

2022/0557/HPA

Resolution: No Comment. Unanimous.

2022/0511/DOV

Resolution: Objection due to insufficient affordable housing and need to protect affordable housing inline with neighbourhood plan. Unanimous.

2022/0453/OUT

Resolution: No Comments. Unanimous.

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

	none	
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c. To consider any Planning Enforcement Issues.

The council were asked to note that the Fenton Flyer have agreed regarding remarking of the car park under previous planning, to be enforced if not completed.

The issue of Campsite still under appeal

22/33. Policy

a. To consider date change for September Meeting

**Resolution: Date to be brought forward for September meeting to Thursday 8th September.
Unanimous**

b. To consider adoption of the Standing Orders deferred from last meeting
To defer to the next the meeting.

c. To note Notice of Councillor Vacancy dated 6th June 2022
Resolution: Noted and discussed. Unanimous

d. Consider and implement co-option process for 1 x Councillor vacancy if no formal election has been requested
**Resolution: Start Co-Option action as soon as possible after 24 June 2022 if no election requested.
Closing Date 26 August 2022, Interviews 1st September 2022 for co-option. Changes to previous advert for dating etc required. Unanimous**

22/34. Staffing

a. To minute the requirement of new clerk

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All aware and agreed replacement with new clerk Clare Hunt

b. To consider training requirements of new clerk

Resolution: Clare to attend training through YLCA in Tadcaster on Thursday 23 June 2022 cost £50. Also to look at other training on offer for new Clerk Clare to help her take on the new role.

Cllr Ferris to contact previous clerk Georgina Ashton and ask for return of Arnold-Baker 12th edition and The Clerks manual 2019 as these belong to the council and required by Clare. Unanimous

c. To consider line management of new Clerk.

Resolution: Stuart Ferris to be new clerks line manager. Unanimous.

d. Report back from meeting with lengthsman and consider additional hours

Resolution: Defer to next meeting, provide further details to Stuart Ferris. Unanimous.

22/35. Environment

a. Consider adoption of street lights on Common Road- Network rail report on Rose Lane crossing

Resolution: Reply to Network Rail that the council had been upgrading lights with a view to get them adopted by North Yorkshire, advise council do not wish to take them on. Council to contact North Yorkshire to adopt them all now they are update and repaired. Unanimous.

b. To receive report on damage at play park Main Street and to approve repair costs

Resolution: Local Schools have spoken to their students regarding the vandalism we have a police report. All in agreement for fix and repair @ £155 + VAT. Unanimous.

c. To consider report from transport consultant.

Councilor A Mason requested to be allowed to run with this for another 4 weeks and to update at next meeting. Unanimous.

d. To note costing of a bin agreed last meeting for Church Street

Resolution: to approve and accept the purchase of a new bin (black bin) on Church Street (end of the ginnel). Unanimous.

e. To receive update on graveyard project

Cllr A Mason is leading – There is a Landowner meeting next week and this is all still in progress update at next meeting.

f. To note report on public rights of way

No Comments or issues.

g. Receive report on Sandwath play park consultation

After Consultation with residents Councilor Seguss concluded that independent play equipment is a good idea and possible some low cost things such as Hopscotch, Snake and Ladders are a possible good idea and not replacing the roundabout was agreed. Next steps are to go back to residents and obtain quotes from more than 1 play equipment company. Unanimous.

22/36. Finance

a. To note the Annual Internal Audit Report for 2021/22 included at page 3 of the Annual Governance and Accountability Return.

b. To approve Section 1 – Annual Governance Statement for 2021/22 for Church Fenton Parish Council on page 4 of the Annual Governance and Accountability Return.

c. To approve Section 2 – Accounting Statements 2021/2022 for Church Fenton Parish Council on page 5 of the Annual Governance and Accountability Return.

d. To approve the publication of documents required by Accounts and Audit Regulations 2015, the Local Audit (Smaller Authorities) Regulations 2015.

To defer to the next meeting. Accounts presently with Internal Auditor.

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Extraordinary Meeting to be held on Monday 27 June 2022 @ 6.30 Methodist Church hall- Unanimous. Cllr Ferris sent apologies as he will be away.

e. To approve additional signatories on the Unity Trust Bank Account so that all Councillors are approvers. Clerk to review other accounts (Cambridge & Counties and Redwood) and advise council if changes to Councillors are required.

Resolution: Nominated for all Councillors to be on. Clare to look before next meeting and see if we need to amend. Unanimous.

f. to approve the change of authoriser on the Unity Trust Bank Account to the new clerk and RFO.

Resolution: Approved Unanimous.

22/37. To receive Representatives Reports

Cllr J Mason – Pricing for fencing not yet received will contact NYCC Area..

Cllr M Seguss – Notice Board to be delivered next Tuesday will have to be stored in village hall for a few days

Overgrown grass between Church Fenton and Barkston Ash now resolved North Yorkshire Highways cut it twice a year.

Cllr S Charlston – Also updated on notice board. Defibrilators now fitted codes will be sorted asap and relayed to all

Light in Telephone box needs fixing will be £60 to sort all agreed (to go on next agenda for resolution) Unanimous.

Electric cover needs looking at Councillor AM agreed to have a look. We need a reg person to check and maintain. A

big Thank You agreed for RJC for covering the cost of the Defibrilator outside the Fenton Flyer a message to attend for a thank you photo next week if possible.

22/38. To note Correspondence received (not specifically dealt with on this agenda)

Had no access to Laptop due to change in Clerk Position

22/39. To note Agenda Items for: Next meeting and future meetings.

Delegated Powers, standing orders, Environment Committee, Christmas committee, Highways committee, light in phonebox.

22/40. To confirm Date and time of next meeting – Monday 27 June 2022 at 6.30pm, Methodist Church Hall, Main Street, Church Fenton.

The meeting closed at 8.41pm.

Signed: *Samantha Charlston, Chair, Church Fenton Parish Council:* _____

Date: