

## Church Fenton Parish Council

### Minutes of ORDINARY COUNCIL MEETING held on 13<sup>th</sup> June 2024

In attendance: Cllr Charlston (Chair), Cllr Ferris, Cllr Higham, Cllr Seguss and Cllr Whyte and Robin Harris, Clerk to the Council.

In addition, 4 members of the public

Meeting opened at 19:01

#### 24/18 **Non-attendance of Councillors**

- a. To receive and note apologies from councillors who are unable to attend the meeting  
Cllr A Mason & Cllr J Mason
- b. **To consider reasons for absence provided by councillors who cannot attend and resolve the council's acceptance of these if felt relevant.**

**Resolution: Reasons accepted (Unanimous)**

#### 24/19 **To note any Declarations of Interest and to consider any dispensation requests**

None

#### 24/20 Public participation period

A member of the public queried why this session is early on the agenda.

Another member of the public spoke about the regulation of flying activities and why it was unlikely that restrictions would be applied to LEA.

A revised S73 variation to the planning consent for 50 houses on land south of Main Street was discussed.

#### 24/21 **To approve minutes of the Annual Meeting of Church Fenton Parish Council held on 16<sup>th</sup> May 2024**

**Resolution: Accepted (For: Cllr Charlston, Cllr Higham, Cllr Ferris, Cllr Seguss. Abstain: Cllr Whyte who was not present)**

#### 24/22 To note reports from other agencies

1. Police – PCSO Hannah Price (circulated to councillors as received monthly)  
Response to requests for help regarding dangerous parking has been disappointing. PCSO Hannah Price to be asked to attend the next meeting to discuss how the police can help us.

#### 24/23 Planning

1. It is noted that planning applications are now frequently received with insufficient time for these to be considered at a Council meeting. **To consider delegating power to the clerk to submit comments to the Planning Authority based on emails suggestions from all councillors. Suggested process shown in attached flow diagram (Planning Comments.pdf).**  
**Resolution: Approved (Unanimous)** Noted that a precis of clerk's submission will be recorded in the next meeting minutes.
2. **To consider applications received and resolve on recommendations to be made to North Yorkshire Council Planning Authority**  
None were received before this meeting agenda was published.  
ZG2024/0187/S73 - Land behind Main Street received this week. Clerk will submit consolidated comments (28<sup>th</sup> June 2024) from councillors. Mentioned in this meeting: - Streetscape is not as per the approved scheme (which was agreed after intense lobbying from residents of CF) and visually is a regular modern development rather than the unique style previously approved. Garages moved back towards existing houses; 6 / 7 designs only.



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3. To note applications approved and declined  
**ZG2024/0096/HPA** Erection of single storey extension to side of 21 Bridge Close, Church Fenton  
**- REFUSED**

#### 24/24 Finance

1. To note the finance report
  - a. Bank reconciliation end May 2024
  - b. Payments
  - c. Budget monitor
  - d. Earmarked reservesCllr Ferris is now set up on Unity Bank to approve transactions.
2. **To approve payment of £1500 from the Earmarked Reserve for Christmas Lights**  
**Resolution: Approved (Unanimous)**

#### 24/25 Staffing

1. **To resolve to continue with a Staffing Committee (set up 20/121) and to confirm appointment of councillors.**  
**Resolution: Previous members of this committee (Cllr Ferris, Cllr J Mason & Cllr Charlston) to continue on Staffing Committee but to review this at the next meeting when all councillors are present. (For: Cllr Charlston, Cllr Ferris, Cllr Seguss, Cllr Whyte. Against: Cllr Higham)**
2. **To adopt the draft terms of reference for the Staffing Committee adapted from the YLCA template.**  
**Resolution: Adopted (Unanimous)**

#### 24/26 CFPC Plan

1. **To consider priorities and a draft action plan for the coming year. To resolve on a final version.**  
The clerk outlined how the draft plan arose out of his CiLCA studies and may be useful for Council. Latest plan will be maintained on a shared drive so as to be available to view by councillors. A graveyard was mentioned and could be added to the plan if a feasible approach were to be identified.  
**Resolution: Adopt the plan with the addition of Christmas WG and Ulleskelf LEA Planning WG. Review at progress in July, September and then alternate meetings. (Unanimous).**  
Several elements of the plan are likely to benefit from councillors undertaking relevant short training sessions. An ideal starting point for councillors is to review the YLCA Councillor Development Framework which lists core skills. Councillors agreed to review the framework and to send their own needs to the clerk before the next meeting to enable a training budget to be prepared.

#### 24/27 Neighbourhood plan

1. To consider the benefits of carrying out a review of the current Neighbourhood Development plan.  
**To consider and resolve on how to drive this forward e.g. a Working Group consisting of councillors and residents.**  
**Resolutions:**
  1. **To establish a Neighbourhood Development Plan WG with all councillors invited to participate initially.**
  2. **To encourage as many residents as possible to participate by using Facebook, posters and Fenton in Focus to raise awareness**
  3. **Existing WGs all have an important role to play. Councillors representing the WGs may selectively attend NDP sessions as appropriate.****All above approved (Unanimous)**  
Joseph Miller offered to participate in the WG.



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#### 24/28 Environment

1. To receive an update on the request for speed monitoring outside Kirk Fenton School and **to resolve on next steps.**  
Cllr Seguss reported that NYC Highways have reviewed average speed data collected recently and have indicated that a 20mph speed limit CAN be introduced. The legal process and statutory consultation are likely to take several months before signs will be installed.  
**Resolution: Write to Kirk Fenton school thanking for them for their work lobbying for the 20mph speed limit. (Unanimous).**
2. **To consider and resolve on matters concerning litter in the Sandwath play area**  
A young resident posted recently on Facebook about clearing a large amount of litter from this area.  
**Resolution: Contact the resident who posted requesting permission to use her post to promote keeping the area clean. (Unanimous)** The lengthsman will requested to feedback his observations and to monitor the area more closely for a while.
3. **To consider the very recent introduction of charges for the station car park and the impact on parking. To resolve if a meeting should be requested with Northern Rail and NYC Highways to discuss options.**  
**Resolution: Write to Northern Rail and NYC Highways to arrange meetings (separately). (Unanimous)**
4. To note a consultation has been received for a solar farm near Little Fenton.  
Council will respond to a planning application in due course.

#### 24/29 To receive representative reports

1. To receive an update from the Environment Working Group  
Cllr J Mason not present to provide a report
2. To receive an update from the Highways Working Group  
Community Speed Watch (CSW) has been initiated and is awaiting approval of two sites. Next step is to set up training sessions.  
VAS on Busk Lane has stopped flashing. TWM may be able to check (could be under warranty).
3. To receive an update from the Christmas Working Group  
Nothing to report
4. To receive an update from the Play areas Working Group  
Contacted KF school to gather input on playground features.  
Working with two equipment suppliers to gather initial ideas.
5. Councillors:
  - a. Cllr Charlston – Two sections of footway are overgrown making them narrow and forcing users on the highway. (Main Street from Gate Bridge towards Lockton Court and Cricket Club along Busk Lane). Both are on bends and are dangerous for pedestrians to be on the highway. Clerk to write to NYC Highways. Also, a dog waste bin has been overgrown near the Cricket Club. Clerk to ask Cricket Club if they would trim their hedge.
  - b. Cllr Ferris - Nothing
  - c. Cllr Higham - Nothing
  - d. Cllr Seguss – Bus stop outside school and bus shelter damaged by a vehicle. Clerk to request NYC Highways remove the demolished sign to make it safe. Bus shelter is owned by the PC – clerk to inquire with insurers on next steps.  
Temporary “Welcome to Church Fenton” 30mph speed limit sign on Ash Lane has not yet been replaced by NYC Highways. Cllr Higham will remind them.
  - e. Cllr Whyte - Nothing



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24/30 To note correspondence received not covered on the agenda.

1. Reply from Mr Flinton's Office - will reply to Council's letter about LEA planning controls soon.
2. Email from resident about inconsiderate parking on Main Street
3. Keep North Yorkshire Clean campaign from NYC. Email to be circulated to councillors.

24/31 To note agenda items for next and future meetings

Sandwath boundary treatment

Sandwath litter

NDP

CFPC Plan

Graveyard

Changing meetings start time to 19:30pm

Training & Development Policy

23/32 **To confirm date and time of Ordinary Council Meeting on Thursday 11<sup>th</sup> July 2024 at 7:00pm in the VILLAGE HALL, Main Street, Church Fenton**

*Meeting Closed 20:58.*

*Robin Harris, Proper Officer, Church Fenton Parish Council, 14 June 2024*

