

Church Fenton Parish Council

Minutes of ORDINARY COUNCIL MEETING held on 17th October 2024

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

In addition, 6 members of the public

Meeting opened at 19:30

24/68 Non-attendance of Councillors

- a. To receive and note apologies from councillors who are unable to attend the meeting.
NONE
- b. To consider reasons for absence provided by councillors who cannot attend and resolve the council's acceptance of these if felt relevant.

24/69 To note any Declarations of Interest and to consider any dispensation requests.
NONE

24/70 Public participation period

It was reported that workmen from the Swann Gate development had trespassed on private land. It was recommended that the resident speaks directly to the site manager.

24/71 For Council to consider for approval as a true and fair record, minutes of the Ordinary Meeting of Church Fenton Parish Council held on 12th September 2024.

Resolution: To accept the minutes as presented as a true and fair record.

24/72 Reports

1. Police. PCSO Report noted
2. North Yorkshire Council – no report received. Councillor Lee to be encouraged to attend next meeting.

24/73 For Discussion

1. Parish Council Plan

Each objective on the plan was reviewed and updates noted. Several examples of new engagement with the community were noted from the Christmas Working Group (Air Cadets, RJC etc.). The time may be right for an attempt to build a relationship with LEA.

Resolution: To propose to LEA that a new collaborative relationship be established, with the aim of working towards mutual benefits for both parties.

2. New website

The Clerk summarised the benefits of transitioning to a new platform:

- Cost: £950 in the first year, then £350 annually.
- Compliance: The new website will meet all legislative and accessibility requirements.
- Usability: It will feature a simple structure to ensure residents can easily find the information they need.
- Domain: A ".gov.uk" domain will be adopted to align with government strategy and enhance the site's integrity.
- Timeline: The project will take approximately 12 weeks from the date the application form is signed.
- Workload: The Clerk will handle most of the work, with councillors contributing to design and layout decisions.



- Engagement: Photographs will personalise the site, and residents will be invited to submit village views.
- Email: The ".gov.uk" domain will also be used for councillors' email addresses, with the switch timed for practicality.

3. Playgrounds

A list of minor maintenance jobs has been prepared from the Annual inspections and monthly visual inspections. These were reviewed – some will be addressed by the Lengthsman or councillors.

Resolutions:

1) To ask Steve Naylor (who supplied and fitted the gate) rectify the misaligned closure bolt to the pedestrian gate on Main Street play park.

2) To investigate Wet & Forget as way of treating moss on the play surfaces. Need to confirm that it is safe and effective and, if possible, confirm with councils who currently use it.

4. Environment

The Council in previous years has purchased a Christmas tree for the village square.

Resolution: To accept a quotation of £385 to supply and deliver a suitable tree.

24/74 For Information

1. Neighbourhood Development Plan

- A drop-in session was held for residents interested in supporting the project.
- A meeting took place with Robin, David Gluck (Consultant), and Cllr Charlston to discuss the next steps.
- The Selby District Local Plan is expected by Winter 2025, and the aim is to align the Neighbourhood Plan with this timeline. The plan, with a lifespan until 2040, should ideally integrate into the North Yorkshire Local Plan without modification.
- A small, dedicated team will be formed to drive the project forward.
- David Gluck will prepare a quote outlining the scope and costs.
- Robin and David will complete the funding application.
- An action plan with timescales will be produced.
- Sections requiring revision (e.g., housing and rail policies) will be identified.
- The previous design specialist will be re-engaged to update the document.
- The project will continue using the planchurchfenton.org.uk website.
- Ongoing engagement with the Parish Council and residents will be maintained.

2. Rose Lane Project

- Temporary double yellow lines on the bridge are in place.
- NYC agreed to re-apply white lines around bus stop on Station Road and will be asked to include those on Main Street and Church Street
- Traffic lights have controlled one way traffic flows along Common Lane at times.
- May need to request bins for dog waste along the new road over the railway as it will likely be a popular circular route.
- Footpath between Church Fenton and Barkston Ash has been re-surfaced (one of the conditions attached to this project).



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- 3. Station car parking
 - Traffic restrictions have been in place for 3 weeks which has distorted the profile of parking.
 - It has been noted that the station car park almost always has free spaces.
 - A car has been noted parked on the top of the bridge.

24/75 Planning

- 1. Applications to be considered
NONE
- 2. Decisions
 - a. ZG2024/0799/TPO Church End Farm, Church Street, Church Fenton. Removal of branches from ash tree. REFUSED
 - b. ZG2024/0784/HPA 5 Nanny Lane Church Fenton. Erection of two storey extension. GRANTED
 - c. 2015/0615/OUT Land south of Main Street (Swann Gate) - Discharge of conditions 05 (engineering drawings), 08 (surface water), 12 (highway improvement works), 18 (construction management plan) and 19 (HCV traffic management plan), 21 (surface water drainage), 25 (lighting scheme), 27 (archaeology), 28 (archaeology) and 29 (contamination).
 - d. ZG2024/0829/HPA Farmside House, Busk Lane, Church Fenton. Installation of a new vehicular access to currently shared driveway. GRANTED
 - e. ZG2024/0187/S73 Land south of Main Street, Church Fenton. GRANTED
- 3. Comments submitted by Clerk on behalf of Council
NONE

24/76 Finance

- 1. Conclusion of Audit
 - a. External Auditor qualification:
“Information received from the smaller authority indicates that assets purchased during the year have not been included in Section 2, Box 9. This figure should read £922,628.”
- 2. Bank reconciliation end September 2024

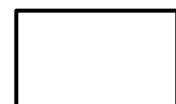
8 October 2024 (2024-2025)

**Church Fenton Parish Council
RECONCILIATION - Unity 30-09-2024**

| | |
|---|-------------------|
| From Accounts | £22,786.00 |
| Payments not cashed Add | £483.00 |
| Receipts not entered Subtract | |
| Statement should be | £23,269.00 |

3. Account balances

| | Total |
|---|-------------------|
| Unity | £23,269.00 |
| Cambridge & Counties savings 90 days | £55,609.38 |
| Redwood 35 day notice | £10,780.47 |
| | £89,658.85 |



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4. Earmarked reserves

| | Total |
|---------------|-------------------|
| CFCS Bond | £20,000.00 |
| Highways | £2,196.75 |
| CIL | £20,073.50 |
| Sandwath S106 | £13,539.81 |
| Christmas | £2,483.17 |
| | £58,293.23 |

Payments in September other than for authorised contracts

| Supplier | Reason | Net | VAT | Total |
|--------------------|-------------------------------|------------|------------|--------------|
| HAGS-SMP | Annual playground inspection | £370.00 | £74.00 | £444.00 |
| Team Sport & Play | Sandworth play surface repair | £550.00 | £110.00 | £660.00 |
| Festive Lights Ltd | Christmas lights | £548.52 | £109.70 | £658.22 |
| Gillian & Baines | Christmas lights | £1500.00 | £300.00 | £1800.00 |

5. Receipts in September other than for authorised contracts

| Source | Reason | Net | VAT | Total |
|---------------|-----------------------------|------------|------------|--------------|
| Donations | Christmas light sponsorship | £597.00 | £0 | £597.00 |

6. Budget monitor (detailed reports to be provided)

Overall adverse movement against budget of (£5200):

- Administration (£2076) – Election
- Maintenance (£2718) – Various play areas and Old School Yard
- Publicity (£300) – Web site replacement
- Salaries (£1455) – CiLCA

24/77 Representatives reports

Cllr Seguss

- Meeting of Biggin Parish Council on 22nd October 6:30 Ryther Village Hall will discuss the caravan site in Biggin. All residents in this area may be affected and are encouraged to attend.
- Verges along Ash Lane are being damaged by vehicles accessing Swann Gate.

Cllr Charlston

- Modular home stored at LEA are being removed entirely.
- Shipping containers held on LEA appear to be reducing.
- Jigsaw will be applying for planning permission for a 2-storey building.

24/78 Correspondence received

1. Main Street defibrillator out of warranty
2. Light Valley Solar
3. Meetings with CFCS & CFCH are being progressed.
4. Salt bin on Sandwath has been crushed.
5. Sandwath footballs matter raised again.
6. Nettles are extending into the footway between the cricket club and the airbase.



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24/79 Agenda items for next meeting:

- Budget 2025/26 together with setting the precept
- Jigsaw – to be invited to present their plans

24/80 Date and time of next meeting - Thursday 21st November 2024 at 7:30pm in the VILLAGE HALL, Main Street, Church Fenton

Meeting Closed 21:04

Robin Harris, Proper Officer, Church Fenton Parish Council, 18 October 2024

DRAFT

