

Church Fenton Parish Council

Minutes of the Meeting of Church Fenton Parish Council held on Thursday 23rd November 2017 at the Village Hall, Main Street, Church Fenton

Present: Cllr Sarah Chester; Cllr Jo Mason; Cllr Andrew Mason ;Cllr Craig Blakey; Cllr Stuart Spensley, Cllr Rebecca Hunt, Cllr Ross Higham

Jeremy Sherlock (Clerk);

NYCC Cllr Andrew Lee;

17 members of the public

68. Apologies, Declarations, and Dispensations

Apologies received from SDC Cllrs Ellis and Musgrave. Cllr Blakey declared an interest in item 73b

69. Public Session

The field next to the Park was overgrown and beginning to encroach into the Park area. Cllr Blakey agreed to speak to the landowner.

It was queried whether there was any news regarding the site next to the Parish Church. The Clerk advised that no new notifications had been received.

Some highway monitoring equipment has been installed. The clerk will check with NYCC Highways.

70. Reports

An email had been received from Cllr Musgrave advising that there had been a successful prosecution regarding fly tipping on Broad Lane.

71. Minutes of the Meetings held on 19th October 2017

Resolved that the minutes represented a true record of the meetings.

It was noted that there had been a request for the Community Shop Management Committee to consider the suitability of the White Horse for shop use.

72. Matters Arising

None.

73. For Discussion

- a. **Community Shop** – the Clerk presented a report on progress on the Community Shop, and the potential acquisition of the premises by the Council. A consultation exercise had been undertaken with the results as follows:

- Support purchase – 151 (98.1%)
- Do not support purchase – 3 (1.9%)

Concerns were expressed regarding the large financial commitment for the Council, and to ensure that any purchase was value for money.

The District Valuer has been appointed to advise on the valuation and lease. The building has been valued at £350,000, which the owners have confirmed would be an acceptable offer. A copy of draft lease terms was attached.

The cost of insuring the fabric of the building has been received from the Council's Insurers. This would be added to the lease as Insurance Rent. The current Insurance has cover of £10,000 for loss of income which could be increased at modest cost reducing the risk to the Council.

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A revised Business Plan has been prepared which indicates that the proposal is viable on a long term basis. An application for borrowing powers will be submitted to the Secretary of State for £359,000 to cover acquisition costs and fees. An approval would be valid for 12 months. The best source of funds is the Public Works Loans Board as this is tailored for Parish Councils and offer a very competitive rate of interest. Once Secretary of State permission is granted approval is virtually automatic. Rates are changed daily, but the cost quoted on 21st November 2017 for a 50 year fixed rate loan would be £1,126.23 per month. An equivalent rent plus Insurance rent would need to be charged to cover these costs. The Business Plan has been prepared on the basis of rent of £1,300.

The acquisition of the shop premises by the Parish Council would seem to be the only realistic way of providing a long term future for the Village Shop. The Village Shop Company have demonstrated in their Business Plan that it is viable. A long term arrangement also allows for the reintroduction of Post Office services. In addition there has also been strong support in the village both in terms of direct support and through the consultation survey.

Inevitably the acquisition provides an element of risk, but this is mitigated as follows:

- a. The independent valuation confirms the market value of the building. Should the shop fail at some point the Council will have a saleable Capital asset which will allow funds to be recovered.
- b. The Business Plan demonstrates viability for the foreseeable future.
- c. Appropriate "loss of income" cover can cover any period where the building is put up for sale, should the venture fail.

There was discussion about whether the Council should consider acquiring the White Horse now that the Community Right to Bid moratorium period had been triggered (initially for 6 weeks, extendable to 6 months if requested by an eligible community organisation). This could be converted into a Community hub, including a shop. Jigsaws Nursery have also expressed an interest in this building. The building would require significant refurbishment and would need to be converted for shop use. The former shop and Post Office can provide continuity as it is already suitable for shop use. In view of general community interest it was agreed that a expression of interest in acquisition of the White Horse should be made which would extend the moratorium to 6 months.

Some concerns were raised about the overlap between Councillors and the Shop Management Committee. The Clerk commented that it was inevitable that Councillors would wish to actively support the shop as it was seen as being so vital to the future of the village. The shop Management Committee consists primarily of community volunteers, not Councillors.

Resolved that,

- 1. The Council seek the approval of the Secretary of State for Communities to apply for a PWLB loan of £359,000 up to 50 years for the purchase of the shop, post office and associated flat for the benefit of the community.**
- 2. Subject to the confirmation of borrowing powers by the Secretary of State, the Parish Council:**
 - a. Acquire the former shop and Post Office for £350,000 and Councillors be authorised to sign the legal documentation**
 - b. Up to £4,000 be approved for Stamp duty, Valuation cost, Solicitors fees and Land registry fees**
 - c. A lease be agreed with the Community Shop Company to be issued in parallel with the building acquisition on the basis of the draft Heads of**

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Terms attached to this report, with Councillors authorised to sign the legal documentation. The Clerk be delegated to prepare the detailed documentation prior to signing.

3. The Council submit a formal expression of interest to be considered as a bidder for the White Horse

- b. Selby DC Pool of Sites Consultation** – the Clerk had prepared a draft response. This largely supported the overall approach being taken as this recognised that Church Fenton had already accommodated new housing numbers required through the Core Strategy. The consultation does not support any business development on the brownfield portion of the Airfield which could lead to the ad hoc approach continuing. It was felt preferable to develop a planned approach which allowed comprehensive consideration of the impact and potential infrastructure requirements. A number of minor amendments were agreed including the need to refer to Burn Airfield should there be a shortfall of sites due to land ownership issues in the Tadcaster area.

Resolved that the response to the Pool of Sites consultation as amended be submitted to Selby DC.

- c. Grant Application – Bowls equipment** – a grant application had been received from Church Fenton Bowls Club for £880 for bowls equipment for use by Church Fenton School after school club for short mat bowls.

Resolved that a grant of £880 to Church Fenton Bowls Club be approved

- d. All Weather Play Area** – comments received during the public consultation were discussed. It was agreed to allow the option of tennis, and to consider a higher boundary fence. The final scheme will be discussed once the Clerk received proposals from play contractors.
- e. Airport Proposals** – a consultation had taken place on a proposal to create a “Creative Hub at the Airport. It was agreed to defer this to the January meeting for further consideration.
- f. Village Hall Electrical Work** – further quotations re waited so the item was deferred.
- g. Noticeboard next to Village Hall** – the public noticeboard next to the Village Hall is in poor condition. The Clerk will contact Nick Mossman to see if he can construct a replacement.
- h. Footpaths** – the Clerk has been in correspondence with NYCC and the Ramblers Association and some progress is being made on local paths. It was agreed to consider this further at the next meeting.
- i. Neighbourhood Plan** – the next planned meetings are a Working Group meeting (14th December @ 7.30pm) and a Neighbourhood Plan Public Meeting (Sunday 17th December 2pm - 5pm). Work is continuing on preparation of various policy sections including affordable housing, housing types, business and economy, local green space and heritage. These will form the basis for the public meeting on 17th December.
- j. Village Greens** – the Clerk reported that sites had been identified in Nanny Lane and Broad Piece, Broad Lane which were designated as Village Greens in 1960's. These sites are not owned by the Council, but the Council have the rights and responsibility to ensure that they are retained as Common Land. Neither site is threatened at the moment so no further action was seen as necessary.
- k. Staffing** - a report on staffing issues was considered relating to overtime by the Clerk, and the previous agreement to pay the Lengthsman the National Living Wage.

Resolved that:

- 1. An overtime payment of £172.08 for the Clerk be approved (12 hours x £14.34ph)**
- 2. The Lengthsman's pay be increase from £8.45 per hour to £8.75 per hour with**

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effect from 1st December 2017. The lengthsman be thanked for his excellent work in the village

74. For Information

A letter has been received from Citizen's Advice requested funding support. The Clerk will confirm agreed policy that funds would only be used for activities that directly benefit the Village, though with a comment that an outreach service may be supported in the future.

75. Planning

Applications for consideration

2017/1114/HPA – Proposed first floor extension, single storey side and rear extension at The Bungalow, Brackenhill Lane, Church Fenton

Resolved that no objections be raised

2017/0443/REM – AMENDED PLANS - Reserved matters application relating to appearance, landscaping, layout and scale of 5 dwellings of approval 2015/05905/OUT outline application for the erection of 5 new dwelling houses with access (all other matters reserved) at land adj Station Mews, Church Fenton

Resolved that the Council's previous objections be reconfirmed on grounds of being contrary to the Village Design Statement, overdevelopment, loss of amenity to nearby residents, and poor parking and circulation arrangements

Application Approved

2017/0977/COU – Proposed temporary change of use of building and land for trial of guided Studio Tours alongside continued use of site for consented digital/ media use at Leeds East Airport, Busk Lane, Church Fenton

Application withdrawn

2017/0885/FUL – Proposed division of existing detached house into a pair of semi-detached houses at The Laurels, Main Street, Church Fenton

76. Finance

a. Clerk's Finance Report

The Clerk had circulated a financial report which showed at the end of last month a balance of £46,921.32. This shows a general balance of £15,629.41, a Sandwath endowment balance of £26,929.91, and a Neighbourhood Plan grant balance of £4,362.00.

Resolved that this report be noted

b. Bank signatories – it has been standard practice for all Councillors to act as Bank Signatories

Resolved that Cllr Higham be approved as a Bank Signatory

c. Payments

Fenton in Focus	Newsletter	£23.00
Sherburn-in-Elmet PC	Grass cutting	£388.47
Sherburn-in-Elmet PC	Grass cutting (Sandwath)	£21.56
HAGS-SMP	Playground repairs	£222.00
HMRC	Tax	£116.00
Sherburn-in-Elmet PC	Grass cutting	£388.47

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Sherburn-in-Elmet PC	Grass cutting (Sandwath)	£21.56
Jeremy Sherlock	Salary	£217.26
Jeremy Sherlock	Expenses	£1.30
Stephen Fisher	Salary	£99.23
Stephen Fisher	Expenses	£19.83

Resolved that the above payments be noted

77. Representatives Reports

Cllr Spensley queries the repair of the Sandwath Play area gate. The Clerk advised that repairs to the gate has been authorised.

Cllr Jo Mason reported that a meeting had been arranged between the local rail Engineer and HS2 Engineers to discuss the need for the line to be elevated.

Cllr Higham queried when the noticeboard would be installed next to the Fenton Flyer. Cllr Chester will sort this out.

Cllr Blakey advised that Bellway are offering some holly trees in replacement for trees that had been planted on the site they are currently developing. The Poplar Trees on the site are within the Bellway ownership.

Cllr Chester reported that Mrs Curry the Head Teacher at Kirk Fenton Primary School is leaving at the end of this term. She read out a letter which thanked Cllr Blakey and his brother for the support that they had given the school, particularly with the outdoor leaning facility.

78. Agenda Items for Next Meeting

Community Shop, All Weather Play facility, Village Hall electrics, Grant application, White Horse, Neighbourhood Plan, Pool of Sites Consultation

79. Date and time of next meeting – Thursday 11th January 2018 at 7:30 at the Village Hall, Main Street, Church Fenton

Meeting closed at 9:50pm

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