

## Church Fenton Parish Council

### Minutes of the Meeting of Church Fenton Parish Council held on Thursday 18<sup>th</sup> October 2018 at the Village Hall, Main Street, Church Fenton

Present: Cllr Sarah Chester (Chair), Cllr Ross Higham, Cllr Jo Mason, Cllr Andrew Mason, Cllr Craig Blakey, Cllr Stuart Spensley

SDC Cllr Richard Musgrave; Jeremy Sherlock (Clerk)

22 members of the public

#### 56. Apologies, Declarations, and Dispensations

None.

#### 57. Public Session

A resident raised concerns about changes to a property in Northfield Terrace. Cllr Musgrave agreed to check if there was a need for planning consent.

Dog fouling remains a problem. It was agreed to take out a full page in Fenton in Focus to encourage responsibility by dog owners. All the bins in the village now have signs advising that they can be used for bagged dog waste.

There is a tree overhanging footpath 4. Cllr Blakey will speak to the landowner.

A query was raised about when the bench in Busk Lane will be replaced. The Clerk will check with the developer of the adjacent site.

#### 58. Reports

There were few complaints received from Church Fenton residents, though some issues were raised regarding traffic in Saxton and Towton. Selby DC will be undertaking a review of the event. It was felt that some improvements can be made particularly off site and it was felt that it would be sensible to involve the Parish Councils in future event planning.

The Clerk reported that Mint will donate £725.94 to the nominated charity (Friends of Kirk Fenton School).

#### 59. Minutes of the Meeting held on 20<sup>th</sup> September 2018

**Resolved that the minutes of 20<sup>th</sup> September 2018 represent a true record of the meeting.**

#### 60. Matters Arising

The Clerk reported that North Yorkshire CC had acknowledged the Council's comments regard the provision of parking restrictions at Chapel Close advising that the proposal will be determined over the next few months.

#### 61. For Discussion

- a. **White Horse** – part of the building will be used as residential accommodation which is exempt from VAT. On that basis the Council will only charge VAT on 90% of the rent (this proportion is normal industry practice). This means that the Council will only be able to recover 90% of the VAT charged on the purchase (there was no allowance for residential use as the building had been empty for 18 months). The VAT recovery will therefore be £63,900. The balance of the borrowing powers is £67,900 which means that up to £131,800 is available for refurbishment.

The Council have previously agreed in principle to grant aid the CBS to carry out the work. The CBS have advised that they will be seeking around £82,800, and will submit an application to the Clerk to allow it to be submitted to the next meeting. The Clerk advised that an independent Quantity Surveyor had been appointed to review the funding request before any grant is paid.

The Clerk had received a further response from the Council's Solicitors regarding the licence not being forwarded when they received it.

**Resolved that no further action be taken regarding the licence**

- b. **Community Shop** – the Shop Company had advised of the following proposed alterations to the

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### Community Shop:

- Phase 1 Conversion of the existing double garage into additional sales space and stock room.
- Phase 2 Adaptation of the upper floor and access arrangements to create a self-contained 2 bed apartment for letting.
- Phase 3 Creation of a Community Cafe at Ground Floor.
- Phase 4 The use of the existing Garden as a Community Garden/Allotment. Produce from the allotment being available for use in the cafe and for sale in the shop.

The former owners had written confirming that these works would not trigger the overage clause.

It was reported that Phase 1 and 2 would take about 6 months, and 3 and 4 about 12 months.

### **Resolved that the Council consent to the proposed alterations**

- c. **Speeding** – Cllr Mason reported that he had written to 20 is Plenty and was awaiting a response. He will also find more information regarding costs of Speed Activated signs. Issues were raised regarding the mini roundabout. Villagers were recommended to report these to the Police.
- d. **Neighbourhood Plan** – a decision on the awards for All application is awaited. An initial Plan draft has been circulated to Councillors.
- e. **Clerk's Salary and Hours of Work** – at the Council meeting on 17th May 2018 the Council agreed to increase the Clerk's hours from 4 hours per week to 5 hours a week from 1st April 2018 to 30th September 2018 to acknowledge the additional workload created by current Council activities. Timesheets have been circulated which show that the Clerk's hours continue to be exceeded. However the amount of additional hours should reduce over the next few months and should begin to balance if the additional hour previously agreed was continued until the end of this financial year. The cost to the Council additional to the original budget would be £381.36.

### **Resolved that the Clerk's hours continue at 5 hours per week up to 31st March 2018.**

- f. **Privacy Notices** – the Clerk had circulated Privacy Notices relating to the public and to staff/ councillors as required under GDPR. The Council has previously delegated the production of GDPR documents to the Clerk. The Public notice will be posted on the website.

### **Resolved that the Privacy Notices be noted**

- g. **Remembrance Day booklet** – there will be a series of events and a service for Remembrance Day on 11<sup>th</sup> November. A booklet about Remembrance Day had been acquired for local children at a cost of £112.50.

### **Resolved that the acquisition of a Remembrance Day booklet for local children at a cost of £112.50 be endorsed**

- h. **HS2** – there is a Consultation on draft Environmental Statement and draft Equality Impact Assessment Report. As these are lengthy reports with a deadline of 21.12.18 it was agreed to defer consideration to the next meeting.

### 62. For Information

A notification has been received that the existing bus operator has withdrawn and a temporary service is being provided by North Yorkshire County Council. A limited timetable has been in operation, with the previous timetable due to resume next week.

### 63. Planning

#### **Applications to be considered:**

2017/0736/REMM – Reserved matters application relating to appearance, landscaping, layout and scale for erection of 100 dwellings of approval 2015/0615/OUT for outline application to include access for a residential development at land south of Main Street, Church Fenton

The Clerk advised that he has spoken to the case officer who has stated that the earliest the application will be considered by Committee will be December. The applicants have submitted a case regarding affordable housing which is being considered by the District Valuer. Subsequent to the

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Council receiving a consultation the application description has been changed reducing the numbers to 54. If three are problems with the Public Access system comments can be submitted directly to the case officer ([fellwood@selby.gov.uk](mailto:fellwood@selby.gov.uk)).

It was recognised that, despite Parish Council objections, an outline application had been granted so that comments can only relate to the reserved matters issues. However the Council were disappointed with the application as submitted bearing in mind its sensitive location. The following concerns and comments were identified:

- Damage to the setting of the Church
- An increase to the housing numbers on the indicative outline plan
- Poor layout, including backland development and unattractive parking areas.
- “Off the peg” houses which lack village character
- Use of 3 storey houses which is contrary to the Village Design Statement
- The open space is not particularly usable with part used as a drainage area, and the remainder close to roads. A “Green” arrangement would be more suited to a village setting.
- A revised Design and Access Statement had not been submitted
- An existing footpath would be blocked
- The emergency access could be used illegally
- Affordable housing should be indistinguishable from other properties

A query was raised about how the S106 for the School would be used. There was also a query regarding whether a refusal would mean that a further reserved matters could not be submitted. Selby DC would retrospectively withdraw the outline approval, but this would require compensation to be paid.

It was agreed that a village meeting would be arranged to publicise the proposals, tough villagers will be encouraged to submit their comments individually s this will have more weight than a combined submission.

### Resolved that

1. **The Clerk in consultation with Councillors submits an objection to the application based on the issues raised above**
2. **An open meeting be arranged to allow villagers to consider the application further**

### Applications approved

**2018/0937/HPA – Proposed erection of a single storey rear extension at 26 Fieldside Court, Church Fenton**

#### 64. Finance

- a. Clerks Report - an up to date receipts and payments analysis has been undertaken. This shows a balance of £148,897.70. An analysis of general funds allowing for the Sandwath Endowment, Bond and CIL grant, shows the following:

General Fund	£14,422.33
Pub/ Shop rental income	£19,040.05
Recovered VAT White Horse	£63,900.00
Sandwath endowment	£26,127.82
CIL	£5,407.50
Shop Bond	£20,000.00
<b>TOTAL</b>	<b>£148,897.70</b>

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A copy of the Accounts and reconciliation have been circulated separately. The first VAT claim since registration has been submitted and is currently being checked by HMRC.

### Investments

£10,000 has been transferred into the Cambridge and Counties 95 day account. At the last meeting it was agreed to open a shorter term account with Cambridge and Counties. However this account has been withdrawn. There is a similar account available at Redwood Bank (a Bank that specialised in business savings) which is paying 1.35%. This only allows 4 signatories.

### **Resolved that:**

- 1. The finance report be noted**
- 2. A short term savings account be opened with Redwood Bank with Cllrs Chester, Higham, A Mason and J Mason as signatories**
- 3. The management of the transfer of funds between the accounts be delegated to the Clerk**

### b. Income

PWLB	Loan (White Horse)	£5,075.00
CF Community Shop	Donation	£1,000.00
Selby DC	Precept	£10,250.00
Selby DC	Grant	£189.50
HMRC	VAT Recovery	£962.11
HMRC	VAT Recovery (WH)	£63,900.00
Cricket Club	Rent	£5.00
CF Community Shop	Rent	£1,181.74
CF Community Shop	Insurance rent	£200.07
YLCA	Refund	£35.00
CF Village Hall	Donation	£1,713.00
CF Community Shop	Rent	£1,128.08

### c. Payments

Fenton in Focus	Newsletter	£18.00
North Yorkshire CC	Street Light repairs	£6,518.63
Transfer to Cambridge and Counties (95 day)		£10,000
Intempo Electrical Contracting	Electrical Works	£2,055.60
NatWest	Unpaid item fee	£40.00
Nick Mossman	Noticeboard	£75.00
Wiles Ltd	Insurance Valuation	£360.00
Sherburn-in-Elmet PC	Grass Cutting	£426.21
Andrew Mason	Booklet	£112.50
Church Fenton Village Hall	Room Hire	£24.00
HMRC	Tax	£132.00
J Sherlock	Salary	£272.20
S Fisher	Salary	£102.69
PWLB	Loan Repayment	£662.61

### 65. Representatives Reports

Cllr Andrew Mason raised concerns about the condition of the pavement outside the Shop. The Clerk will raise this through the Parish Portal.

Cllr Blakey reported concerns about parking on both sides of the railway bridge. The Clerk will raise

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this through the Parish Portal.

Cllr Hunt reported that the noticeboard at the Fenton Flyer is now in place.

66. Agenda Items for Next Meeting

White Horse refurbishment, Neighbourhood Plan, Speeding, HS2 consultation

67. Date and time of next meeting – Thursday 22<sup>nd</sup> November at 7:30 at the Cricket Club, Busk Lane, Church Fenton

Meeting closed at 9:55 pm

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