

## Church Fenton Parish Council

### Minutes of the Meeting of Church Fenton Parish Council held on Thursday 21<sup>st</sup> September 2017 at the Village Hall, Main Street, Church Fenton

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

Jeremy Sherlock (Clerk);

SDC Cllr Richard Musgrave;

22 members of the public

#### 44. Apologies, Declarations, and Dispensations

The Clerk advised that the following dispensation requests had been received:

Cllrs Chester, Hunt, A Mason, Spensley, J Mason – Community Shop

Cllrs A Mason, J Mason – HS2

The Clerk reported that he had approved these requests on the following grounds:

Without the dispensation, the number of members or co-opted members prohibited from participating in any particular business would be so great a proportion of the body transacting the business as to impede the transaction of the business

Granting the dispensation is in the interests of persons living in the authority's area

#### 45. Public Session

Concerns were raised about poor parking near the school which is a particular problem whilst these are contractor's vehicles in the area working on the site next to the school. Only the police can take action. It was agreed to ask the head teacher to remind parents to park safely.

#### 46. Reports

Cllr Musgrave reported that the applicants for the site next to the Parish Church had submitted informal plans showing reduced housing numbers, but that planning officers are encouraging them to reduce to the figure (50) shown indicatively in the outline application.

He also reported that a planning appeal had recently been allowed in Selby on the grounds that there was not a 5 year land supply despite a supply of over 5 years being recently identified. This decision will be subject to legal review.

#### 47. Minutes of the Meetings held on 20<sup>th</sup> July 2017 and 21<sup>st</sup> August 2017

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

#### 48. Matters Arising

The Council agreed to formally thank Cllr Musgrave for the assistance he has given with the planning applications for the site next to the Parish Church.

#### 49. For Discussion

a. **Councillor Vacancy** – the Clerk advised that the period for calling an election has passed and the Council is free to co-opt. The vacancy has been advertised with the deadline for submission of Expressions of Interest being 8<sup>th</sup> October.

b. **Annual Return 2016-17** – the External Audit has been completed with the comment that “The Annual Return has not been signed in accordance with the Accounts and Audit Regulations 2015: Section 2 was signed by the Responsible Finance Officer before approval”

The Clerk apologised for dating the return incorrectly. The document has been posted on the noticeboard and website.

**Resolved that the Final Annual Return be approved**

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c. **Community Shop**– the Clerk had circulated a report on the progress on the community shop, and how the Council can help to assure its long-term future. Following the closure of the Village Shop and Post Office, the shop has been reopened as a community venture on a short term lease to allow a longer term business plan to be prepared. The Council have approved £3,000 to support this development.

The premises are on the market and the owners have been seeking £350,000. They are happy for the community to take over the building if they can achieve this value. 4. The shop has traded well since it reopened. It has now been formally designated as an asset of Community Value which gives the community the right to acquire it should a sale for an alternative use be proposed.

The Business Plan has progressed and has been circulated prior to the meeting. This shows that there is a sound business case for running the premises as a community shop. This proposes running the shop as an independent venture.

To secure the long-term future of the shop there will be a need to acquire the premises. It is easier (and cheaper) for the Council to take out a loan through the Public Works Loan Board. These can be for up to 50 years. The interest rate on a 50 year loan is currently 2.85%. Secretary of State consent is needed for the Council to take out a loan which would need to be supported by a Business Plan. This is progressed through YLCA. The building would be an asset for the Council. If the venture fails the premises can be sold to repay the loan. Loan repayments could be recovered through rent to make the venture cost neutral for precept payers. The lease could ensure that the venture remains for community benefit.

There is an element of risk to the Parish Council should the community shop fail for any reason as the premises would need to be sold relatively quickly at around the acquisition value to prevent significant costs accruing to the Council. This risk could potentially be reduced by achieving a rent “surplus”.

It should be noted that any early repayment of a Public Works Loan carries a premium payment.

There was a query about whether the first floor could be used for a community venture rather than being leased as a flat.

### **RESOLVED that:**

- 1. The principle of acquisition of the Community Shop be agreed**
- 2. A building valuation and survey be progressed**
- 3. Additional community consultation is undertaken on the website, through a leaflet drop, and on the shop facebook page**
- 4. An application be submitted to the Secretary of State for loan consent**
- 5. A Solicitor be appointed to draw up a draft lease, and progress the acquisition if agreed**
- 6. A budget of £1,000 be approved to progress the work**

d. **Assets of Community Value** –the Clerk reported that the submission for the Community Shop had been approved, decisions are awaited on the White Horse, Fenton Flyer, and Sunar Bangla, and additional information is needed for the Methodist Chapel and Football Ground.

e. **Neighbourhood Plan** – the next Neighbourhood Plan meeting has been arranged for Friday 29<sup>th</sup> September at 7:00pm in the Village Hall. Residents are encouraged to attend. There will be a presentation on progress to date at a meeting in November. A questionnaire about Green Spaces and Housing Need are being circulated.

A grant of £4,362 has been approved. This leaves a shortfall for printing etc. This will be considered further by the Neighbourhood Plan group.

f. **Leeds East Airport** – the Clerk had met with a Selby DC officer regarding the brownfield/ greenfield status of the Airfield. It was agreed that it was inappropriate for the whole site to be considered as brownfield. The Clerk will write to Selby DC setting to make this case.

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- g. **All Weather Play Area** – the Clerk reported that he had met with Groundwork at Selby DC and some possible sources of grant aid have been identified. It was agreed that community consultation should be undertaken before any scheme is finalised, and the Clerk will prepare a flyer for circulation in the Village.
- h. **Footpaths** – Kenny Smith have raised a number of concerns regarding footpaths in Church Fenton with North Yorkshire County Council. The footpaths officer has provided an initial response and some action has been taken. Kenny was thanked for pursuing these issues. It was agreed that footpaths are an important local amenity, and concerns were raised that local farmers were not maintaining footpaths correctly. The Chair agreed to contact farmers where necessary.
- i. **HS2** – HS2 Ltd have arranged a consultation at Scarthingwell from 2pm-8pm on 22<sup>nd</sup> September. In addition Councillors have arranged a meeting with HS2 Ltd to discuss future consultation.

### 50. For Information

Selby DC have advised that there will be a “Pool of Sites” Consultation from 2nd October-27th November 2017 that will ultimately feed into a Draft Site Allocations Local Plan to be consulted on next year. This Pool of Sites consultation includes plans and initial assessments of all possible sites that could be included in the Site Allocations Local Plan next year. It shares current thinking about potential sites and asks for your views on them. It is also a last opportunity to suggest new sites.

A request has been received from Selby DC for a contribution to the Chairman’s charity. It was agreed that no further action would be taken as Parish Council funds are solely for the benefit of the Parish.

A visitor to the Community Shop was seeking information about George Foxton, a former village resident

### 51. Planning

Application for consideration

2017/0887/FUL – Application for the erection of 2 dwellings following demolition of existing buildings and removal of builder’s yard at Joiners Workshop, Sandwath Lane, Church Fenton

**Resolved that no objection be made**

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

**Resolved that no objection be made**

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 uses at Leeds East Airport, Busk Lane, Church Fenton

**Resolved that consideration be deferred to the next meeting**

Application Approved

2017/0084/FUL – Proposed erection of a 1.5 storey 3 bedroom dwelling at Willow Garth, Station Road, Church Fenton

Application Refused

2016/0652/OUT – Outline application to include access, landscaping and layout (all other matters reserved) for the erection of two detached “barn style” house with integral garages, gardens and parking on the derelict site of a terrace on 6 workers cottages at the brick and tile works at Sandwath Lane, Church Fenton

2017/0527/FUL – Proposed erection of 6 dwellings at Old Forge Cottage, Main Street, Church Fenton

### 52. Finance

a. Clerk’s Finance Report

The Clerk had circulated a financial report which showed at the end of last month a balance of

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£36,550.47. This shows a general balance of £5,187.62, a Sandwath endowment balance of £27,000.85, and a Neighbourhood Plan grant balance of £4,362.00.

The transfer of £4,000 from the term Savings Account to the Current Account has been completed which has allowed the Street Lighting contract to be let. The next tranche of the Precept (£10,194.80) will be received in October.

The additional signatories (Cllr Hunt and Spensley) have been confirmed.

### Resolved that this report be noted

#### b. Receipts and Payments

##### Receipts

Groundwork	NP Grant	£4,362.00
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##### Payments

SLCC Enterprises	Training	£82.80
LexisNexis	Book	£59.50
HMRC	Tax	£116.20
HAGS-SMP	Playground repairs	£544.32
HAGS-SMP	Playground repairs (Sandwath)	£457.35
Sherburn-in-Elmet PC	Grass cutting	£388.47
Sherburn-in-Elmet PC	Grass cutting (Sandwath)	£21.56
Jeremy Sherlock	Salary	£261.24
Stephen Fisher	Salary	£98.83
PKF Littlejohn	Audit	£240.00
Sherburn-in-Elmet PC	Grass cutting	£388.47
Sherburn-in-Elmet PC	Grass cutting (Sandwath)	£21.56
HMRC	Tax	£115.80
Jeremy Sherlock	Salary	£217.46
Stephen Fisher	Salary	£99.23

### Resolved that the above payments be noted

#### 53. Representatives Reports

Cllr Hunt reported that children had been running out in front of traffic near the school bus. This issue had been subject to an email to the Clerk. It was believed that the children were known and the parents will be advised.

Cllr Chester referred to bad parking near the school which was making the roundabout particularly hazardous. It was suggested that video evidence could make the police/ NYCC take action.

#### 54. Agenda Items for Next Meeting

Councillor Vacancy, Community Shop, Neighbourhood Plan, PLANSelby, Footpaths, Dog fouling

#### 55. Date and time of next meeting – Thursday 19<sup>th</sup> October at 7:30 at the Village Hall, Main Street, Church Fenton

Meeting closed at 9:30 pm

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