

THORPE WILLOUGHBY PARISH COUNCIL

Minutes of the Part I Meeting of Thorpe Willoughby Parish Council held at 7.00pm on Monday, 10 April 2017 at St Francis Church, Thorpe Willoughby, Selby.

In attendance: 2 members of the Public were present
Mr S Peters – Clerk/RFO to Thorpe Willoughby Parish Council

Present: Cllrs Dowell (Chairman), Parkinson (Vice-Chairman), Smith, Burnell, Lawton, Lunn, Nixon, and Pearson.

16/152 To receive apologies for absence and any declarations of interest

There were two apologies received from: Cllr Bishop - working and Cllr Mrs Pearse – conflicting engagement (which were both accepted), and one Declaration of Interest was given by Cllr Pearson for Min No 16/157.2 - Planning.

16/153 Public Session – A member of the public (the Council's handyman) confirmed that:

- he had sown grass seed on the land near Oak Drive that had recently been given improvement works.
- he had cleared away the soil from around the edge of the playground.
- the Pyracantha had been planted on the village green.
- the two wood-chip piles at either side of the playground will be removed shortly.

He was then informed by Councillors where they would like him to locate some of the picnic benches.

Another member of the public raised a concern about a motorbike riding at speed along Dane Avenue and the risk to the public (especially children) – the police have been informed.

16/154 To confirm the minutes of the Parish Council meeting held on 20 March 2017 as a true and correct record.

IT WAS RESOLVED UNANIMOUSLY: That the minutes of the 20 March 2017 were accepted as a true and correct record of the meeting.

Prop. Cllr Pearson

Sec. Cllr Lawton

16/155 To receive items for discussion and decide further action where necessary:

155.1 To discuss the "REPS List", and decide who to fill vacancies and be ready for signing at the May Annual Parish Council meeting, and decide any further action. The Clerk circulated to Councillors a copy of last year's "Reps List" to ask if Councillors wished to continue in their roles and fill any vacancies, in preparation for ratification at the May Annual Parish Council Meeting. Apart from one absent Councillor needing to confirm with the Clerk their continuing role, all other Councillors remained as they were.

IT WAS RESOLVED:

- i) That the above information was noted.
- ii) That the Clerk will update the "Reps List" in readiness for the 15 May Annual Parish Council meeting after contacting an absent Councillor to confirm their continuing role in two positions.
- iii) That the "Reps List" will be discussed and ratified at the 15 May Annual Parish Council meeting along with other documents in compliance with normal practise.

155.2 To discuss and decide on quotation(s) received from a Councillor for a large Banner (to advertise the Xmas tree event), and decide any further action. The Councillor who was to supply a quotation was absent from the meeting.

IT WAS RESOLVED:

- i) That the above information was noted.

- ii) That this item is deferred to allow the Councillor to obtain a firm quote and report back.

155.3 To discuss the poor state of the litter bin near the Field lane shops, and decide if to purchase a new one, and decide any further action. A short discussion followed with the Clerk showing the various choices and prices of litter bins supplied by Selby District Council who also empty the bins once installed.

IT WAS RESOLVED UNANIMOUSLY:

- i) That the above information was noted and that a review of village litter bins will be covered by the Open Spaces Review Group.
- ii) That the Clerk will ask Selby District Council to supply a large litter bin (ref: RD/2GRCT).

Prop. Cllr Mrs Burnell

Sec. Cllr Lawton

155.4 To discuss: (i) The installation date for professional deep cleaning of equipment within the enclosed playground on the village green, (ii) Further developments with the "Woodland Walks", play equipment, and Bird Boxes, (iii) Further developments with tree works to the Conifers and diseased cherry, and decide any further action.

- i) The Clerk/Vice-Chairman explained that the professional cleaning works for the playground is scheduled for Wednesday 26th April to Friday 28th April (weather permitting) and the clerk was asked to provide a notice to hang on the playground fence to inform residents of the closure. The chairman will ensure that the water supply from the village hall is turned on and arrange for a meter reading to be made.

IT WAS RESOLVED:

- i) That the above information was noted.
 - ii) That the Clerk will provide a notice to display on the playground fence to inform residents that the playground is scheduled to be closed between Wednesday 26th April to Friday 28th April (weather permitting) for professional cleaning works.
 - iii) That the Chairman will ensure that the water supply from the village hall is turned on for the playground clean and arrange a meter reading
- ii) The Vice-Chairman explained that she was asked at the previous meeting to contact a professional (used by the village school) to erect bird boxes at various sites in the village, but was unable to contact her. It was suggested that it is now getting too late to erect bird boxes and suggested deferring this item until Autumn.

IT WAS RESOLVED:

- i) That the above information was noted.
 - ii) That this item be deferred until Autumn.
- iii) The Chairman confirmed that works to the large Conifers and diseased cherry tree near the village hall had been completed as requested and he had placed some of the logs at the other end of the "Woodland Walk" to create more insect/animal houses and removed the diseased logs.

IT WAS RESOLVED: That the above information was noted.

- iv) The Clerk explained that the wet-pour under one of the newly installed springers in the playground was faulty and was disintegrating. The Contractor has been notified and has agreed to fix the problem and before the cleaning of the playground.

IT WAS RESOLVED: That the above information was noted.

- v) The Vice-Chairman explained that she was asked at the previous meeting to see what it would cost to have the tree stumps wood carved by a professional (similar to that done at other villages), and explained the cost involved to produce a carved 6ft pole. A short

discussion followed where it was felt that this was too expensive and another Councillor volunteered to seek an alternative company and report his findings to the Vice-Chairman.

IT WAS RESOLVED:

- i) That the above information was noted.
 - ii) That this item be deferred to a future meeting to allow a Councillor to investigate an alternative contractor and costs.
- vi) The Vice-Chairman explained that she was asked at a previous meeting to see if the refurbishing of the Basket Ball Net was eligible for full CEF funding and confirmed that it was not. She then explained that she had received a quotation (No 7146) from Playscheme to carry out the works and if they could do this at the same time as when already on-site, the price would be lower. A short discussion followed and it was decided to accept Quotation No 7146.

IT WAS RESOLVED UNANIMOUSLY:

- i) That the above information was noted.
- ii) That the Clerk will inform Playscheme that the Council has accepted Quotation No 7146 and that the refurbishment works can be done at the same time as when already on-site. The Vice-Chairman passed the accepted quotation to the Clerk for his signature and return to Playscheme.

Prop. Cllr Mrs Parkinson

Sec. Cllr Pearson

- vii) The Vice-Chairman explained that at a previous meeting a 2nd football MUGA was discussed to be located at the opposite side of the village green to the existing one. A short discussion followed to clarify its location and not to obstruct "Woodland Walk" footpaths. It was decided that the Vice-Chairman will pursue acquiring a firm quotation from the Contractor and that the scheme is accepted by the Council. The Vice-Chairman will then pass all the paperwork to the Clerk to seek S106 funding from Selby District Council (SDC) and to complete the first two forms.

IT WAS RESOLVED UNANIMOUSLY:

- i) That the above information was noted.
- ii) That the provision of a 2nd football MUGA is accepted by the Council, and the Vice-Chairman is authorised to pursue acquiring a firm quotation from the Contractor.
- iii) That the Vice-Chairman will pass all paperwork and a firm quotation to the Clerk so that he can seek S106 funding and the completion of forms from SDC.

Prop. Cllr Mrs Parkinson

Sec. Cllr Lunn

155.5 To discuss holding a "Village Green Event", and decide any further action.

It was decided to defer this item to another meeting. The placing of signs on the play equipment funded from "The Big Lottery" was raised. The Clerk explained that this was raised previously along with other signs and was not pursued. The Clerk explained that a variety of lottery signs could be obtained on-line free of charge.

IT WAS RESOLVED:

- i) That the "Village Green Event" be deferred to the May meeting and ideas required.
- ii) That the Clerk will acquire free lottery fund signs.

155.6 To discuss and decide where to locate and fix 7 x picnic benches on the village green, for the Clerk to inform the two contractors, and decide any further action. This had been discussed briefly earlier under minute 16/153 "Public Session" with the Council's handyman where he was informed that some of the plastic picnic benches will be located on the village green outside and along the northern side of the playground leaving a gap between the picnic benches and the playground fencing to allow the construction of a footpath in the

future. It was decided, following consultation with playground users, that the wooden "Special Access Picnic Table" is best located near a footpath and close to the corner of the playground at the car park side.

IT WAS RESOLVED:

- i) That the above information was noted.
- ii) That the Vice Chairman and another Councillor will seek confirmation from a wheel chair user that the proposed location is satisfactory.
- iii) That the Clerk will inform the contractor for installing the wooden "Special Access Picnic Table" the preferred location for it and that a Council representative will meet them on-site to show them where.

155.7 To discuss options from the "Open Spaces Review Group" for using S106 funding on the village green and Parish Council land to the side of the Village Hall compound, and the Garden Area near the Xmas tree compound, a suggested memorial and Pocket Park, and decide any further action. The Vice-Chairman explained that no meetings had yet been arranged and that two dates had been set for the 18th and 25th April. The two meetings arranged will make recommendations to the May meeting regarding the former village hall land.

IT WAS RESOLVED:

- i) That the above information was noted.
- ii) That this be deferred to the May Parish Council meeting.

155.8 To receive a firm quotation for Xmas Illuminations from "Blanchere Illuminations" (along with alternative designs), and decide if to accept the quotation with/without changes, and decide any further action. The Clerk showed the Councillors an official quotation for 6 lights and a choice of designs. A short discussion followed and it was decided that the non-flashing lights were preferred and that the Clerk should ask if an assortment of similarly priced designs could be acquired, along with a mix of lights rather than all the same.

IT WAS RESOLVED:

- i) That the above information was noted.
- ii) That the Clerk will ask "Blanchere Illuminations" if a mix of lights could be used similar to the Xmas tree one (non-flashing and around the same price) and when would the 1st year money have to be paid, could it be paid in instalments or is it a one-off payment at the end of the year?.
- iii) That this item be discussed again at the May meeting.

155.9 To decide if to give a donation towards the "Xscape Bus 2017", and decide any further action. Following a short discussion it was decided not to contribute this time.

IT WAS RESOLVED UNANIMOUSLY:

- i) That the above information was noted.
- ii) That the Clerk will contact Selby Town Council to say that the Parish Council has decided not to make a donation this time.

[At this point both members of the public left the meeting]

16/156 To receive items for information:

156.1 To receive information on the Monthly News and "Village Website", and decide any further action. The Chairman explained that the editor is unavailable and that the Clerk and Chairman will be collating the May edition. The Vice-Chairman informed the meeting that two items included in the April edition were not charities but businesses and following a short discussion it was agreed that they should be removed from the internal pages. It was also agreed that a full review of the Monthly News would take place shortly in view of the increasing number of households.

IT WAS RESOLVED: That the above information was noted.

156.2 To receive feedback information on 'Speeding Traffic' from highways, and decide any further action. The Clerk explained to Councillors the responses he had received from a member of the public regarding speeding vehicles along Leeds Road, and that a representative of Area 7 Highways (who had inspected the road) had witnessed a speeding vehicle. He concluded that something is needed as it appears on leaving the village in a westerly direction that once you pass the village hall there is a lack of frontages giving the impression of being in the countryside. He provided 3 chicane options that would involve asking for large amounts of Parish Council contribution. A short discussion followed and it was decided that the Clerk will ask the Area 7 Highways representative if he would consider options such as increased signage (especially painted on the road) and earlier on the approach and/or rumble strips

IT WAS RESOLVED:

- i) That the above information was noted.
- ii) That the Clerk will ask the Area 7 Highways representative if he would consider options such as increased signage (especially painted on the road) and earlier on the approach and/or rumble strips

156.3 To receive update information on works by the Council's handyman, including planting of Pyracantha on the village green, and decide any further action. This had been discussed briefly earlier under minute 16/153 "Public Session" with the Council's handyman where he gave an update on his work at various locations including the completion of the planting of the Pyracantha.

IT WAS RESOLVED:

- i) That the above information was noted.
- ii) That works are ongoing and will be reported at the next meeting.

156.4 To receive information on a section 53 application for an order to modify the definitive map of 'Public Rights of Way' at Harry Moor Lane, Thorpe Willoughby, and decide any further action. The Clerk explained that North Yorkshire County Council's letter concluded: "... that a right of way cannot be reasonably alleged to have existed over the route claimed by the parish council" so the proposal to modify the 'Public Rights of Way' at Harry Moor lane has failed.

IT WAS RESOLVED: That the above information was noted.

16/157 Planning:

157.1 To receive updates on any existing planning applications/information:

157.1.1 2017/0095/HPA (8/34/401A/PA) proposed loft conversion with raised roof for 2 No 1st floor bedrooms at Chestnut Forge, Dam Lane, Thorpe Willoughby -GRANTED

IT WAS RESOLVED: That the above information was noted.

157.2 To consider and decide if comments are required for the following new planning application(s) received and any that appear after the agenda is distributed:

157.2.1 2017/0279/HPA (8/34/188A/PA) proposed single storey lean-to extension to side of property and widening of existing footpath crossing to create two parking spaces at 33 Cedar Close, Thorpe Willoughby.

IT WAS RESOLVED:

- i) That the above information was noted.
- ii) That the Parish Council has no objections.

16/158 Financial Matters

158.1 To approve a list of payments made or to be made, with VAT, as advised by the Clerk and signed by the Chairman as follows:

16/160 To receive representative reports:

County Councillor/District Councillor: A District Councillor handed everyone a letter to show council tax comparisons for other parishes in Selby District.

Rail Users Group: A District Councillor confirmed that the fencing along the side of the railway track was going well as part of the preparation for electrification of the line.

Burial Board: A Councillor confirmed that the price charged for burials had increased by £5.

Village Hall: Nothing to report.

The Chairman confirmed that he had installed the Defibrillator cabinet to the front of the village hall and the heaters are working. The Chairman agreed with two Councillors (responsible for its maintenance) to hand over the defibrillator to them so that they can prepare it for use and the Clerk will ask "1st Rescue" to liaise with them.

Remaining Councillors had nothing further to report.

IT WAS RESOLVED:

- i) That the above information was noted.
- ii) That the Chairman will hand over the defibrillator to the two Councillors responsible for its maintenance,
- iii) That the Clerk will ask 1st Rescue to contact the two Councillors to proceed with the installation.

16/161 To receive the Clerk's report

The Clerk explained that:

- The Council's grass cutting contractor had been acquired by another company but will continue to use the existing contacts and the contract for the service provided to the Parish Council will remain unchanged.
- The District Council training for Parishes on planning was the same day as this meeting but training material will be sent to the council for information.
- The Village Hall AGM had been well attended by the Parish Council.
- A resident had informed him about fly tipping along the lane that runs eastwards from the railway crossing towards Brayton – she was advised to inform Selby District Council.
- Selby Area Committee has vacancies for co-option.
- The CIL March statement from SDC for Thorpe Willoughby is NIL
- He had received the RSS playground inspection report for April 2017. The Chairman confirmed that there was no items of concern.
- New Brayton Burial Board prices had been noted.
- Selby Rail Users Group had asked if representatives wished to continue?
- A resident had informed him that a Street light was not working and complained about the state of property nearby.

IT WAS RESOLVED:

- i) That the above information was noted.
- ii) That the Clerk will contact the resident regarding the state of a nearby property stating that the Parish Council are not able to intervene.

16/162 To receive agenda items for next meeting

Villager of the Year and Gardening Competition.

16/163 To receive any further comments from the public [for information only; Clerk to note]

NONE

16/164 To confirm the date of the next meeting(s) as **MONDAY 15 MAY 2017**

Two Meetings: i) The Annual parish Meeting – 6:30pm-7:00pm

ii) The Annual Parish Council meeting – from 7pm onwards.

At St Francis Church, Fox Lane, Thorpe Willoughby.

16/165 Close of meeting – the Part I meeting closed at 9.31pm.

PART II – CONFIDENTIAL MINUTES TO FOLLOW SEPARATELY