

# CLIFFE PARISH COUNCIL

## **Minutes of the Remote Meeting of the Parish Council held on Monday 20<sup>th</sup> April 2020**

**20/032 Present:** - Councillors M Topping (Chairman), A Holman, H Cross, J Wallinger and A Wilson  
Two members of the public

**20/033 Apologies:** - Councillors P Maw and R Woodall

**20/034 Declarations of Interest:** - None

**20/035 Public Session:** -

A member of the public present spoke about his planning application which was due to be discussed under Item 20/038.

A member of the public present expressed an interest in joining the Parish Council and observed the meeting.

**20/036 Confirmation of Minutes of Parish Council Meeting:** -

The Minutes of the Meeting held on Monday 3<sup>rd</sup> February 2020 were proposed by Councillor J Wallinger, seconded by Councillor H Cross and unanimously agreed.

**20/037 Review/Update Parish Project List:-**

The Parish Council reviewed the Parish Project List prepared by Councillor J Wallinger and agreed the following actions: -

The presence of Japanese Knotweed at the Parish Paddock

The clerk has still not received an update from DTMS; Continue to chase - **Clerk**

Broadlane Wood

Chairman to circulate schedule of works; **Clerk** to ask George Fillingham to provide quote for the repairs required to one bridge.

Lack of/poor signage to the Playing Fields

The new sign has now been fitted.

Grass Cutting – South Duffield and Lund

The clerk advised that she had confirmed the additional grass cutting with the contractor.

It was agreed that once the lockdown restrictions have been lifted Councillor P Maw will liaise with the contractor regarding ongoing village maintenance.

Tree work along Main Street

Chairman to provide clerk with updated plan of works to be sent to potential contractors; quotes to be reviewed and contract awarded at a future meeting so that the work can be carried out as soon as possible once the lockdown restrictions are lifted.

It was noted that BT have recently carried out work on the telephone wires that are hanging through the trees.

**Clerk** to contact Mark Lumby (Highways) regarding planned tree cutting at the roadside.

#### Replacement of 'sick' looking Christmas Tree on the Village Green

Quote received from Newsholme Christmas Trees; £450 ex VAT including delivery (11/12 foot rooted Norway Spruce).

The quote was agreed in principle subject to the Chairman viewing the tree once the lockdown restrictions are lifted to ensure shape and quality.

#### Road Safety & highway issues throughout the Parish

**Clerk** to arrange site meeting with Vickie Day to discuss all outstanding Highway issues once lockdown restrictions are lifted.

#### Parents parking outside school on the double yellow lines during school drop off/pick up times

The double yellow lines outside school have now been re-painted.

**Clerk** to source supplier and quote for a "No Parking" banner for outside the school.

#### Dog poo bin in The Shrubberies (snicket between Main Street and The Shrubberies), dog poo bin on York Road and litter bin on York Road

These have all now been installed by Selby District Council.

#### Dog poo bin at the top end of York Road

**Councillor A Holman** to provide the clerk with photographs of the new agreed location (Middle Lane); Clerk to place order with Selby District Council.

#### Brambles growing over from the dyke at the Village Green

Councillor P Maw has cut the brambles back to tidy up the area initially.

The Parish Council grass cutting contractor has sprayed the area and will carry out two further sprays as previously agreed throughout the year.

Enquiries are still ongoing with regards to who owns the land, it has been suggested this may be Yorkshire Water – **Councillor A Holman**

#### Dog poo bags being left in fields (specifically near the Playing Field)

The Chairman has installed stakes/signs near the playing fields tennis courts and the footpath at the bottom of Top End House to highlight the hazards of dog fouling.

#### Vehicle Activated Signs (VAS)

Clerk still awaiting details and prices of solar powered signs; Continue to chase-**Clerk**

#### Parish Street Lighting

**Clerk** to make enquiries with NYCC regarding cost to change all Parish lights (or a batch) to LED and the potential energy and maintenance/service cost savings.

Parish Paddock Maintenance

Keith Walls has cut the roadside hedge

**Clerk** to chase quote from George Fillingham to repair the gatepost.

Footpath along York Road to Cliffe Common/Parish Paddock

Parish Council grass cutting contractor to cut back to make the footpath walkable as agreed and to dig back “test sections” to establish if there is a footpath underneath the grass.

Village Green benches are looking shabby

George Fillingham to restore the two benches as agreed.

Insufficient passing places on Hagg Lane to South Duffield

**Clerk** to contact Mark Lumby (Highways) regarding concerns raised re the lack of passing places on Hagg Lane to South Duffield and the impact this has on the state of the grass verges

Village Flag

**Councillor A Wilson** to run the project with the school and report back on ideas and progress.

“Cliffe” sign when entering the village from Cliffe Common

**Clerk** to contact Mark Lumby (Highways) to enquire if he would be happy for the Parish Council to repaint the sign.

Parish Noticeboards

Councillor P Maw has carried out repair work on the noticeboards and Councillor J Wallinger has tidied up the public side and removed the old notices.

Overgrown footpath between Cliffe & Hemingbrough

George Fillingham has checked the footpath and no work is required to the footpath at present.

Cliffe Village Institute

The clerk advised that the asbestos removal work has been called off at present but the contractor will carry out the work as soon as the lockdown restrictions are lifted.

**20/038 Planning: -**

Consider Planning Applications Received: -

1. (2020/0366/FUL) Proposed erection of research and development building to replace an existing store building at **Birchwood Lodge, Market Weighton Road, Barlby** No Objections
2. (2020/0242/FUL) Proposed conversion of domestic garage/store and stables to dwelling at **Manor House, Hull Road, Cliffe** No Objections
3. (2020/0333/TPO) Application for consent to remove lower limb, dead wooding and 30% overall crown reduction to reduce the overhang and let more light into Cedar Croft to 1no Lime tree covered by TPO 8/2005 at **Badgers Barn, York Road, Cliffe** No Objections

Consider any Planning Applications Received not listed on the agenda: - NIL

Note Planning Applications Granted: -

1. (2019/1218/REM) Reserved matters application including appearance, landscaping, layout, scale and access of approval 2017/0041/OUT Outline application for planning permission for residential development for up to 4 no. dwellings (all matters reserved) on land to west of **Street Record, Main Street, South Duffield**

2. (2019/1149/HPA) Proposed demolition of the greenhouse and erection of a single storey outbuilding ancillary to the dwellinghouse at **Chantry House, Hull Road, Cliffe**

3. (2019/1249/CPE) Certificate of lawful use for existing use of buildings as part of a single dwelling house at **Field House, Turnham Lane, Cliffe**

c) Note Planning Applications Refused: - NIL

d) Note Planning Applications Withdrawn: - NIL

The clerk also advised that due to Covid 19 and with the majority of staff working from home Selby District Council have implemented changes on how they communicate and consult on planning applications so from 14<sup>th</sup> April 2020 all Parish Councils will receive an email consultation only and no longer receive paper copies of planning applications.

**20/039 Finance: -**

a) The following payments were proposed, seconded and unanimously agreed: -

1. J Leighton-Eshelby (April Salary)	£ As Agreed
2. Selby District Council (Dog Bin x 2 & Waste Bin)	£ 574.02 (Gross) £ 95.67 (VAT) £ 478.35 (Net)
3. Ouse and Derwent Drainage Board (Rates)	£ 6.57
4. George Fillingham (Grass Cutting)	£1584.00 (Gross) £ 264.00 (VAT) £1320.00 (Net)

b) To approve payments not listed on the agenda: -

1. A.S.Walls & Son (Hedge Cutting)	£ 48.60 (Gross) £ 8.10 (VAT) £ 40.50 (Net)
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c) Note receipt of income, as listed below: - NIL

d) Note March payments agreed remotely under delegated authority

1. J Leighton-Eshelby (March Salary)	£ As Agreed
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2. Arc Sign (Playing Field Sign)	£ 264.00 (Gross) £ 44.00 (VAT) £ 220.00 (Net)
3. Amy Wilson (Reimbursement for daffodil bulbs)	£ 54.98
4. Autela (Payroll Services)	£ 62.38 (Gross) £ 10.40 (VAT) £ 51.98 (Net)
5. HMRC (PAYE)	£ 3.60

The clerk advised that the VAT claim for year ending 31<sup>st</sup> March 2020 totalling £1046.39 has been submitted to HMRC and that due to Covid 19 PKF Littlejohn have extended the audit deadlines for 2019/2020 to 31/08/2020.

The clerk also reported that a donation request had been received from a group who are producing and donating NHS specification PPE visors. A donation of £200 was agreed in principle which would make 400 visors subject to clarification regarding the official route/charity that has been set up to process the donation and the distribution of the visors.

**20/040 Confirm date of next meeting: - Monday 4<sup>th</sup> May 2020 (Remote Meeting)**

Councillors are elected on behalf of everyone on the Register of Electors; therefore matters discussed, proposed and voted on, become the majority view and are not necessarily individual councillor's views.  
Parishioners may view previous minutes, by giving prior notice to the Clerk (Ring 01757 630077 for appointment)