

CLIFFE PARISH COUNCIL

Minutes of the Meeting of the Parish Council held at St Andrews Mission on Monday 6th January 2020

20/001 Present: - Councillors M Topping (Chairman), H Cross, P Maw, C Topping, J Wallinger and R Woodall

20/002 Apologies: - Councillors A Holman and A Wilson
District Councillor M Jordan
County Councillor K Arthur

20/003 Declarations of Interest: - None

20/004 Public Session: - No members of the public were present

20/005 Listen to reports from County and District Councillors: -

High Hedge in The Shrubberies

District Councillor M Topping advised that he had spoken to the landowner who has agreed to cut the hedge by two metres by the end of January which he is hoping will be acceptable to the resident who initially raised the complaint; Parish Council to continue to monitor.

20/006 Police Report: -

A report listing the recent Ringmaster notifications received by the clerk was distributed and recent burglaries in both Hemingbrough and Barlby were noted.

20/007 Confirmation of Minutes of Parish Council Meeting: -

The Minutes of the Meeting held on Monday 9th December 2019 were proposed by Councillor H Cross, seconded by Councillor P Maw and unanimously agreed.

It was unanimously agreed to publish draft minutes of Parish Council meetings on all four Parish noticeboards and the Cliffe Village website within the agreed timeframe (10 days). These minutes will remain as draft until they are formally approved at the next Parish Council meeting.

20/008 Matters Arising: - None

20/009 Items for Discussion: -

a) 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
Deferred until February 2020; Contact DTMS for update – **CLERK**

To develop mapped walking routes around the village
Routes to be mapped out and uploaded to the Cliffe Village Website - **CLLR J WALLINGER**

Broadlane Wood – Damage to sign & on-going maintenance of the footpath
The Chairman has produced a draft plan of works; site visit to be arranged before obtaining quotes from contractors - **CHAIRMAN**

Lack of/poor signage to the Playing Fields
The sign has been ordered and should be fitted by the end of January.

Grass Cutting – South Duffield and Lund
Deferred until February 2020; Clerk to chase quote from Parish Council grass cutting contractor to add additional areas in South Duffield to the grass cutting schedule, no additional areas in Lund have been identified – **CLERK**

Tree work along Main Street
Councillors agreed the plan of works produced by the Chairman, quotes to be obtained from contractors – **CHAIRMAN & CLERK**
Contact BT regarding telephone wires hanging through the trees – **CLERK**
Contact Mark Lumby (Highways) regarding tree cutting at the roadside - **CLERK**

Car parking obstructions on York Road
Deferred until February 2020; Contact Glen Donaldson to chase up speed monitoring survey - **CLERK**

Replacement of ‘sick ‘looking Christmas Tree on the Village Green
Chairman to circulate list of possible replacement species to members for consideration

Road Safety & highway issues throughout the Parish
Clerk to inform members once a date has been confirmed for a site meeting with Highways to discuss Cliffe Crossroads and all other outstanding Highway issues

Parents parking outside school on the double yellow lines during school drop off/pick up times
Suggestion of obtaining a large “No Parking “banner similar to the one outside Selby Abbey Primary School; further enquiries to be made - **CLERK**

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
The bins were due into Selby District Council depot mid December but have still not been installed; chase up with Selby District Council - **CLERK**

Dog poo bin at the top end of York Road
Order to be chased up with Selby District Council - **CLERK**

Improvements to the Parish Council Profile

Councillor J Wallinger has uploaded the majority of the historical minutes to the website; Councillor Wallinger to provide a list of historical minutes that are missing so these can be provided - **CLERK**

Councillor Wallinger has also uploaded a list of potential grant providers to assist local organisations who are looking for funding.

Brambles growing over from the dyke at the Village Green

Councillor P Maw agreed to tidy up the area initially; contact George Fillingham for quote to spray off in the spring - **CLERK**

Councillor A Holman is making enquiries with regards to who owns the land and looking into the possibilities of the Parish Council obtaining it

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

Councillor R Woodhall has sourced some suitable signs; stakes/signs to be installed near the playing fields tennis courts and the footpath at the bottom of Top End House - **CHAIRMAN**

Vehicle Activated Signs (VAS)

Details and prices of a solar powered version to be released early this year – **CLERK** to obtain in due course.

Agreed to contact Plasmor to enquire if they would be willing to make a donation towards the purchase of the signs – **CLLR A HOLMAN**

Parish street lighting issues

The street lighting contract with NYCC is now in place (from 02/01) and the clerk is in receipt of the streetlight maps and location list; to be circulated to all members – **CLERK**
All street lights requiring repair to be reported to NYCC - **CLERK**

Parish Paddock Maintenance

The roadside hedge requires cutting back before bird-nesting time; agreed to contact Keith Walls - **CLERK**

The gatepost requires repairing; **clerk** to contact George Fillingham for a quote to repair.

Footpath along York Road to Cliffe Common/Parish Paddock

People (including children) are currently walking along the road (60 mph speed limit). As an initial step in creating a footpath it was agreed to ask the Parish Council grass cutting contractor if this stretch can be included in the grass cutting schedule in the hope that people walking on the cut grass will start to wear a natural path; **clerk** to request quote.

Village Green benches are looking shabby

Deferred until February 2020; obtain quote from George Fillingham to tidy these up as part of the Village Green maintenance – **CLERK**

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 J Wallinger has discussed the idea of getting the school involved with designing a “village flag” and the head teacher is keen to proceed with the project.

Councillor A Wilson to liaise with the school and report back on ideas and progress.

Playing field flooding

Suggestion of installing a gravel road alongside the tennis courts; to be raised at the next CPFA meeting – **CLLR C TOPPING**

Agreed to speak to Mr Brian Whittaker about the proposals – **CLLR P MAW**

Overgrown footpath between Cliffe & Hemingbrough

Clerk to request quote from George Fillingham to clear the footpath; it was also agreed to speak to Hemingbrough Parish Council with regards to sharing the cost

“Cliffe” sign when entering the village from Cliffe Common

The sign is very worn, dirty & faded and an attempt at cleaning the sign was unsuccessful. It was agreed to contact Mark Lumby (Highways) to enquire if he would be happy for the Parish Council to repaint the sign – **CLERK**

Section 106 money requires a recipient

The Parish Council briefly discussed potential projects to use the Section 106 money; **clerk** to clarify the amount available and how long the Parish Council has left to use it.

b) Public Rights of Way

Locked gate on public footpath (Lund Lane)

No further update; clerk to chase up with Mike Guerney - NYCC Public Rights of Way Officer.

c) Highway Issues - Already covered under Item 20/009(a)

d) Village Green - Already covered under Item 20/009(a)

e) Parish Council Profile (Cliffe Village Website) – Already covered under Item 20/009(a)

20/010 Planning: -

Consider Planning Applications Received: -

1. (2019/1307/CPE) Certificate of lawful use for existing use of land for the stationing of mobile homes at **Cliffe Country Lodges, Cliffe Common, Cliffe**. No comments raised

2. (2019/1249/CPE) Certificate of lawful use for existing use of buildings as part of a single dwellinghouse at **Field House, Turnham Lane, Cliffe**. No objections

3. (2019/1241/HPA) Proposed single storey side/rear extension at **Willow Cottage, Mill Lane, South Duffield**. No objections

4. (2019/1223/CPE) Lawful development certificate for existing use as a dwelling at **Waterside Lodge, Oakwood Park, Market Weighton Road, North Duffield.**
No comments raised

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

Note Planning Applications Granted: -

1. (2018/1144/COU) Change of use of field to camping/glamping site (part retrospective) at **Dovecote Lodge, Hull Road, Cliffe.**

c) Note Planning Applications Refused: - NIL

d) Note Planning Applications Withdrawn: - NIL

20/011 Finance: -

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

1. J Leighton-Eshelby (Salary) £ As Agreed

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

1. HMRC (PAYE) £ 7.60

2. Autela (Payroll Services) £ 47.08 (Gross)
£ 7.85 (VAT)
£ 39.23 (Net)

3. George Fillingham (Grass Cutting) £ 2904.00 (Gross)
£ 484.00 (VAT)
£ 2420.00 (Net)

4. Npower (Street Lighting) £ 3269.63 (Gross)
£ 155.71 (VAT)
£ 3113.92 (Net)

c) Note receipt of income, as listed below: - NIL

d) Receive Finance Report, consider the budget proposals for 2020/2021 and decide upon the level of precept followed by the signing of the form for Selby District Council

Following a review and discussion of the information provided by the clerk it was proposed, seconded and agreed that the precept would be increased to £23,000.00, an increase of £181.60, this equates to an increase of 0.4% (0.20p per Band D property).

e) Consider request for the Parish Council to cover the cost of the Cliffe Village Institute Insurance

The request was discussed and it was proposed, seconded and unanimously agreed to cover the cost of the Cliffe Village Hall insurance premium (£703.41).

20/012 Correspondence:

Clerk and Councils Direct – Receipt of January 2020 newsletter was noted.

20/013 Representative Reports:-

Councillor J Wallinger advised that he had spoken to the school with regards to removing the banner from the village green railings. As the banner is still to be removed it was agreed that Councillor Wallinger would liaise with Councillor A Wilson in getting this done and to reiterate the Parish Councils Village Green Banner Policy with the school.

Councillor H Cross gave an update on both the Cliffe Parish and Cliffe Relief In Need Charity.

20/014 Clerks Report: -

Parish Council Vacancy

The clerk advised that Selby District Council have confirmed that no election has been called therefore the Parish Council can go ahead and co-opt to fill the vacancy.

20/015 Confirm date of next meeting: - Monday 3rd February 2020

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)