

# **CLIFFE PARISH COUNCIL**

## **Minutes of the Meeting of the Parish Council**

**Held on Monday 17<sup>th</sup> January 2022 in Cliffe Village Institute**

### **22/001 Present: -**

Councillor G Wilson (Chairman)  
Councillor H Cross  
Councillor A Holman  
Councillor J Jewitt  
Councillor P Maw  
Councillor J Wallinger  
Councillor K Wedgwood  
Councillor R Woodall

District Councillor K Arthur

One member of the public was also present

### **22/002 Apologies: -**

Councillor A Pulleyne  
County Councillor M Jordan  
District Councillor M Topping

### **22/003 Declarations of Interest: -** None

### **22/004 Public Session: -**

A member of the public raised the possibility of planting a substantial tree on the Village Green with a plaque to commemorate the Queen's Jubilee and it was agreed to put this on the next agenda for further discussion.

**Councillor H Cross** to investigate suitable species and costs etc in advance of the next meeting.

The resident also enquired about the Parish Council policy for tree planting around the village and the **Chairman** advised that the Parish Council are currently looking at turning the Parish Paddock into a nature reserve along with planting more trees along Main Street.

### **22/005 Listen to reports from County and District Councillors: -**

**District Councillor K Arthur** gave an update on the new unitary council changes for North Yorkshire and advised that he would make enquiries regarding the pending planning application for Cliffe Meadows Holiday Park with Selby District Council Enforcement (the application is still awaiting decision although it has already been built).

### **22/006 Confirmation of Minutes of the Parish Council Meeting (06/12): -**

The Minutes of the Parish Council Meeting held on Monday 6<sup>th</sup> December 2021 were proposed by Councillor J Wallinger, seconded by Councillor P Maw and unanimously agreed.

**21/007 Matters arising from the minutes of the above meeting (action review): -**

**01 – Review of Highway Issues:** - Covered elsewhere on the agenda

**02 – Confirm date (January 2022) & traffic management for footpath clearance/hedge cutting to the North of the A63 between Lund and the Railway Bridge**

**Councillor A Pulleyne** to arrange a date to carry out the volunteer work as agreed and liaise with Mark Lumby (Highways) to arrange the traffic management required. Not present at the meeting so this action will be updated at the February meeting.

**03 - Update on recent data obtained from the PC Vehicle Activated Sign (York Road) the next time that it is relocated and provided to ‘Community Speedwatch’ as evidence of the ongoing problem**

**Chairman** to provide the data obtained from our vehicle activated sign the next time it is relocated.

**04 – Discuss results obtained from the official speed survey carried out on the A63 nr Lund (60 mph zone)**

**Councillor J Wallinger** spoke about the results obtained (10 days of results) which show the average number of vehicles (daily) was 9057 with the 85<sup>th</sup>ile speed 55.97 and average mean speed 49.68.

Only a very small percentage of motorists were exceeding the speed limit therefore based on the results it is very unlikely that traffic enforcement will take any further action.

**Councillor J Wallinger** to post the results obtained on the Cliffe Village website; to be removed from future agendas.

**05 – Discuss alternative location for ornamental village sign (near the village green) & also for South Duffield**

**Chairman** awaiting update from Highways engineer.

**06 - Contact Highways to see if the Brown ‘Ranch Holiday Park’ can be removed (as it is now redundant) so that the lower signs can be moved up**

**Chairman** awaiting update from Highways engineer.

**07 - Obtain photographic evidence of car parking on double yellow lines near the school and forward to the Chairman**

It was noted that **Councillor J Wallinger** had obtained photographic evidence and forwarded to the **Chairman**.

**Councillor Wallinger** has contacted our Community Officer and asked him to attend at school drop off/pick up times to observe the issues, awaiting response.

**08 - Forward photographic evidence of car parking on double yellow lines near the school to Highways as requested (by Highways) for consideration during their January review**

It was noted that the **Chairman** has forwarded the photographic evidence provided by **Councillor J Wallinger** to the Highways Engineer.

**09 - Request revised costing from Highways for proposed new road markings on the Eastern and Northern approaches to the village (due to the signage already being in place)**

It was noted that the **Chairman** has requested a revised costing from Highways engineer; awaiting response.

**10 - Update on recalibration of vehicle activated sign (following concerns raised that the sign is triggering at speeds less than the speed limit set)**

**Councillor J Wallinger** reported that an engineer was coming out to recalibrate the sign and put new brackets on but this has not been done; **Councillor Wallinger** to chase up.

**11 - Update on the installation of drainage pipe and gullies along the Eastern side of York Road between Common End Farm and the Southern perimeter of R Finney's fenced field** – Ongoing

**12 - Forward the current grass cutting schedule and contract to Chairman to aid with creation of the new schedule**

It was noted that the **Chairman** had received the information required from the **clerk**.

**13 – Map out/mark up village plan to enable the Parish Council to discuss and agree the revised grass cutting schedule at the January Parish Council meeting**

The Parish Council discussed at length the new schedule created by the **Chairman** and **Councillors A Pulleyne & J Wallinger** and a number of additions/amendments were agreed.

**Chairman** to circulate the revised Grass Maintenance Specification and Grass Cutting Schedule to all members.

**Chairman** and **Councillors A Pulleyne & J Wallinger** to liaise on covering letter and circulate to members for approval.

It was also agreed that the successful contractor will be asked to inform **Councillor P Maw** (designated Parish Council contact) after each cut has been done to ensure that the Parish Council are happy with the work carried out.

**Clerk** to contact Selby District Council to enquire if they will provide a monetary contribution towards a couple of areas that they are responsible for but have been included in the Parish Council grass cutting schedule to ensure they are kept tidy.

**Clerk** to contact Network Rail to ask them to tidy up the brambles (railway line side) that are encroaching over the fence into Station Lane.

**Chairman** to circulate Parish boundaries map to all members.

**Councillor A Holman** to speak to local resident who has previously cut the grass near Baxter Lane Cottages to enquire if he is happy to continue to do this.

Members agreed to offer a three-year tender (subject to a satisfactory yearly review) and it was agreed to post tender information on the Cliffe Village website (**Councillor J Wallinger**) and Village Forum social media site (**Chairman**) for any interested parties.

**14 – Provide receipts for the new Christmas lights purchased** – Ongoing

**15 - Request quote from local electrician to extend the cabling (underground) from the existing Christmas tree to the new one (leaving power point at the existing tree)** - Ongoing

**16 – Update from Pre-School regarding the fitting of a ‘non-return valve’**

**Councillor A Holman** advised that there was no further update at present.

**17 - Update from the Consumer Council for Water (CCWater) following submission of the third-party consent forms (5) to enable them to fully investigate the lack of response from Yorkshire Water - to comply with the General Data Protection Regulation (GDPR)**

It was noted that the investigation is still ongoing; Clerk to follow up.

**18 - Monitor any village water supply/drainage issues**

Councillor A Holman gave a brief update on ongoing village issues.

**19 - Request up-to-date quote for culverting the stretch of dyke up to the village green (previous quote received in June)**

It was noted that Councillor A Pulleyne had obtained an up-to-date quote which has been forwarded to the Chairman.

**20 - Compile the information required regarding the three potential contractors (culverting the stretch of dyke up to the village green) and circulate to members for consideration prior to the January Parish Council meeting**

Councillors A Pulleyne and J Jewitt to compile the information required regarding the three potential contractors and circulate to members for consideration prior to the February Parish Council meeting.

Clerk to include the awarding of the contract on the February agenda.

**21 - Liaise with District Councillor M Topping regarding funding that may be available for culverting the stretch of dyke up to the village green** - Ongoing

**22- Provide clerk with the information received from District Councillor M Topping (01/11) and required by the Ouse and Derwent Drainage Board before they can consider the official Board application to culvert the stretch of dyke up to the village green**

It was noted that the Chairman had now received all the information required from District Councillor M Topping; Chairman to compile and forward on to the Clerk.

**23 - Update on S106 funding to extend the village green**

Clerk to submit S106 funding request now that we have received three updated quotes to culvert the stretch of dyke up to the village green.

**24 – Investigate funding from the ‘Two Ridings Community Fund’ for the culvert project** - Ongoing

**25 – Update on request for Locality Budget funding to extend the Village Green**

Clerk agreed to compile the required information as per Councillor Arthur’s email and submit to Cllr Arthur and Cllr Topping ASAP as limited time remains in order to obtain this funding.

**26 - Update on the official board application & contribution request sent to the Ouse and Derwent Drainage Board**

Clerk to forward the information once received from the Chairman to the Ouse and Derwent Drainage Board to enable them to consider granting approval.

**27 - Review the overgrown public footpaths on a monthly basis, with individual fields identified which do not comply with the applicable laws/regulations** - Ongoing

**28 - Obtain quote for four educational boards to be erected on public footpaths (Oxen Lane, Middle Lane, Turnham Lane and Green Lane) - Ongoing**

**29 - Post educational information regarding public footpaths on the Cliffe Village Website & social media**

It was noted that **Councillor J Wallinger** has posted the information on the Cliffe Village website and on social media.

**30 – Post information received from the Ramblers Association including Dog Walking Code on the Cliffe Village Website & social media**

It was noted that **Councillor J Wallinger** has posted the information on the Cliffe Village website and on social media.

**31 - Contact Selby District Council regarding their decision not to site dog bins on either Hagg Lane or Turnham Lane and to raise concerns regarding the current dog bins not being emptied as per the Selby District Council weekly schedule**

It was noted that the **Chairman** had been unable to contact the officer concerned; **Chairman** to follow up.

It was noted that the dog bin at the Shrubberies has now been relocated as requested and the litter bin installed on the Village Green although not in the actual location requested (next to the telegraph pole). **Councillor R Woodall** reported that a resident had expressed concern regarding the location of the litter bin, and it was agreed that the Parish Council will continue to monitor its use.

**32 - Provide Chairman with Selby District Council contact details to enable him to follow up as above**

It was noted that the **Clerk** had provided the **Chairman** with the information requested.

**33 - Provide update on the book library on the village green and plaque to commemorate the Village Green opening**

It was noted that the book library is due to be installed by the 2<sup>nd</sup> week in March.

**34 – Circulate information received from Catherine Hickford (Selby District Council) re providing assistance with the Parish Paddock**

It was noted that the **clerk** had circulated the information received to all members.

**35 - Liaise with resident who is keen to assist with creating a nature reserve at the Parish Paddock**

The **Chairman** advised that the resident is happy to project manage, as a volunteer, on behalf of the Parish Council; **Chairman** to continue to liaise with the resident.

It was noted that **Councillor A Pulleyne** works with Askham Bryan College, and they are also keen to get involved with the project.

**36 - Update on enquiries regarding ownership of Maltkiln Pond** – Ongoing

**37 - Arrange access to the Parish Council safe at school to obtain legal documents relating to the Parish Paddock** – Ongoing

**38 - Update on investigation logged with Selby District Council re overgrown trees encroaching onto properties on The Shrubberies**

**Councillor P Maw** reported that the complainant cannot find any evidence of a payment being made to Selby District Council so he will be submitting a new investigation application and pay the required fee.

It was agreed to remove from future agendas as Selby District Council will carry out an investigation and **Councillor P Maw** will keep the Parish Council updated.

**39 – Update on work agreed to crown lift and cut back Cherry tree near the Village Institute**

The **Chairman** reported that the work will be carried out on Tuesday 25<sup>th</sup> January (weather permitting).

**40 - Update on outstanding trees & groundworks on West side of Main Street** - Ongoing

**41 – Ensure that the West side of Main Street is added to the future grass cutting schedule** – Done  
**Chairman** to make further enquiries regarding the mole hills on Main Street.

**42 - Inform George Fillingham that the spraying previously discussed (paths on Turnham Lane & Village Green) are no longer required, and that all grass cutting for the parish will be put out to tender, with the preferred contractor starting the new contract in the Spring of 2022 (he will obviously be invited to bid for the new contract)** - Done

**43 - Update on path clearance on the eastern side of York Road between Yewtree Farm and the Cliffe sign at the end of Jacques Lane**

It was noted that **Councillor A Pulleyne** has started work on the path clearance and this will be completed in the near future.

**44 - Update on cutting back overgrown conifers in the Shrubberies** – Ongoing

**45 - Update on planning application status of Cliffe Meadows Holiday Park (2021/0385/FUL)**

Already discussed under Item 22/005

**46 – Post information regarding the YLCA Queen’s Green Canopy Initiative on the Cliffe Village Website & social media**

It was noted that **Councillor J Wallinger** has posted the information as agreed.

**47 - Forward the NYCC Respect & Protect COVID campaign to Councillor J Wallinger**

It was noted that the **Clerk** had forwarded the information to **Councillor J Wallinger** but unfortunately this had not been received; **Clerk** to resend.

**48 - NYCC Respect & Protect Covid Campaign - Post on Cliffe Village Website.**

**Councillor J Wallinger** to post on the Cliffe Village Website and social media once received.

**49 - Provide personal details to solicitors (Crombie Wilkinson) and sign associated documentation in respect of Wayleave agreement for Broad Lane Wood.**

It was noted that both the **Chairman** and **Councillor A Holman** had provided the information required but had not heard anything further.

**50 - Discuss maintenance of the village noticeboards (in the spring) with handyman** - Ongoing

**22/008 Update on Wayleave agreement for Broad Lane Wood** – No further update

**22/009 Cliffe Bus/Route status update**

The **clerk** provided an update, and it was noted that it had been agreed to formulate a survey to establish local need for a new bus service.

The questionnaires will be distributed in the next couple of weeks and an electronic survey will also be set up on survey monkey to encourage as many responses to the questionnaire as possible.

**22/010 Posterngate Surgery Update re Proposed closure of branch surgery at Hemingbrough**

The Clerk provided a brief update on the decision to close the branch surgery.

**22/011 Consider and Agree whether to order saplings for the Village Green through the Queen's Green Canopy Initiative: -**

**Councillor H Cross** to investigate cost to purchase larger trees that would be suitable for Main Street through the initiative; to be discussed further at the February meeting.

**22/012 Planning: -**

**a) Consider Planning Applications Received: -**

i. (2021/1205/FUL) Erection of a toilet block associated with the previously permitted siting of 5 lodges, tourers, tents and motor homes at **Cliffe Meadows Holiday Park, Turnham Lane, Cliffe** Concerns Raised

1) A previous application for this site (2021/0385/FUL) is still awaiting decision and has already been built without approval.

2) The application refers to an existing building being replaced by the toilet block but there is no existing building.

3) The tall lamp posts are not suitable for an open fields site and will harm the amenity of neighbouring residents.

4) The plans indicate that the applicant owns the adjacent land (outlined in blue) but the Parish Council are aware that this is not correct.

5) The size of the proposed toilet block is disproportionately large for the size of the site.

ii. (2021/1461/FUL) Erection of detached 2 storey dwelling house with integral garage at **Tudor House, York Road, Cliffe** No Objections

iii. (2021/1533/HPA) Rear and side extensions following demolition of single storey outbuildings at **Oakwood House, Market Weighton Road, Barlby** No Objections

iv. (2021/0735/HPA) Erection of double garage at **Woodside Lodge, Hull Road, Cliffe** No Objections

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

**c) Note Planning Applications Granted: -**

i. (2021/1221/HPA) Installation of additional section of dropped kerb and resurfacing of vehicular access at **2 Chapelfields, Cliffe**

ii. (2021/1222/HPA) Installation of an additional section of dropped kerb and resurfacing of vehicular access at **3 Chapelfields, Cliffe**

**d) Note Planning Applications Refused: - NIL**

### **22/013 Finance: -**

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

i. J Leighton-Eshelby (January Salary) £ As Agreed

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

i. George Fillingham (Grass Cutting) £ 1164.00 (Gross)  
£ 194.00 (VAT)  
£ 970.00 (Net)

ii. North Yorkshire County Council £ 132.00 (Gross)  
(Speed Survey on A63 Nr Lund) £ 22.00 (VAT)  
£ 110.00 (Net)

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

d) Receive Finance Report, consider budget proposals for 2022/2023 and decide upon the level of precept: -  
Following a review and discussion of the information provided by the clerk it was proposed by Councillor K Wedgwood, seconded by Councillor A Holman and unanimously agreed that the Band D Charge would be kept the same (0% increase) resulting in a precept amount of £23,724.52.

**22/014 Correspondence Received: - None**

**22/015 Review/Update Parish Projects List: -**

It was agreed that **Councillor J Wallinger** would review the Parish Projects list to see which items need to be revisited again.

The Parish Council resurrected the idea of getting the school involved in designing a flag which the Parish Council would then get made up for the Village Green.

**Chairman** to raise this with Mrs Amy Wilson at the school.

**22/016 Representatives Report: -**

**Councillor H Cross** reported that the Mary Waud Charity held a meeting on Tuesday 11<sup>th</sup> January and a new trustee was appointed.

It was also noted that the charity is looking at online banking arrangements and the new trustee will promote the grants that are available through social media.

**Councillor A Holman** raised concern regarding the falling numbers of children attending Cliffe Primary School.

**Councillor P Maw** reported that a resident had raised concern that one of the houses in the Shrubberies is attracting rats.

**Councillor Maw** (Parish Council representative on the Village Institute Committee) passed on their thanks to the Parish Council for covering their insurance in previous years and it was noted that they will be covering the costs themselves this year and will not be asking the Parish Council for a contribution.



The **Chairman** (on behalf of the Cliffe Community Fundraising Group) spoke about the Parish Council donating £1,000 to cover the set up/upfront costs for the celebrations and it was agreed to put this on the February agenda for consideration.

The **Chairman** reported that a Lund resident has requested a noticeboard to be sited in Lund. **Chairman** to make further enquiries with the resident regarding her preferred location; to be discussed further at the February meeting.

**Chairman** to also speak to the Parish Council handyman about carrying out repairs on the four Parish noticeboards and constructing a new noticeboard for Lund.

**22/017 Confirm date of next meeting:** - Monday 7<sup>th</sup> February 2022 commencing at 7.00pm in CLIFFE VILLAGE INSTITUTE

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.  
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