

CLIFFE PARISH COUNCIL

Minutes of the Meeting of the Parish Council held at St Andrews Mission on Monday 9th July 2018

18/096 Present: - Councillors A Holman (Chaired the meeting), J Allan, H Cross, C Topping, J Wallinger and A Wilson

County Councillor M Jordan
District Councillor K Arthur

One member of the public was also present

18/097 Apologies: - Councillors M Topping (Chairman), M Whattam and R Woodhall
District Councillor J Deans

18/098 Declarations of Interest: - None

18/099 Public Session: -

A member of the public spoke about his concerns regarding traffic on York Road and at Cliffe crossroads, particularly HGV's and suggested that the weight limit (7.5 tonne) should be moved south of South Duffield crossroads to help alleviate the problem.

County Councillor M Jordan advised that both he and Sharon Fox (NYCC Highways) have previously contacted all the local HGV's companies in the past and asked them not to use York Road.

It was agreed that the clerk would contact Highways to request that a traffic survey is carried out in the first instance and also to enquire if the weight limit could be moved to exclude HGV's from using York Road.

The Parish Council discussed the crossroads and the ongoing problem of vehicles parking on the footpath at York Road and the clerk was asked to contact Highways to request a further site meeting.

It was noted that the school crossing patrol officer was currently off sick again which is a major safety concern for children crossing the A63 but Councillor A Wilson advised that he should be back in post tomorrow (10th July).

18/100 Listen to reports from County and District Councillors:-

District Councillor K Arthur advised of changes to Selby District Council Democratic Services and it was noted that Councillor Arthur is now the Chairman of the Audit & Governance Committee.

Councillor Arthur also spoke about the Eastern Area CEF meeting held on Wednesday 20th June at The Regen Centre, Riccall which included a very interesting presentation on utilising social media and marketing.

18/101 Police Report:-

A report listing the recent Ringmaster notifications received by the clerk was distributed.

18/102 Confirmation of Minutes:-

The Minutes of the Meeting held on Monday 4th June 2018 were proposed by Councillor J Wallinger, seconded by Councillor A Wilson and unanimously agreed.

18/103 Matters Arising: - No items raised

18/104 Items for Discussion:-

a) Public Rights of Way

Newhay Ferry Cottage

The clerk read out the following update received from Mike Guerney - NYCC Public Rights of Way Officer (previously circulated to members):-

A new stile has now been installed to allow access for the right of way across the garden at Newhay Ferry Cottages. Further work is scheduled to improve the surface across the path to tie it in with the existing decking. A hole will also be cut in the hedge between the two properties to allow access through. Hopefully this will be carried out in the next weeks, depending on the contractor.

With regard to the oil tank, as stated, we have advised it should be moved off the path when it requires replacement. NYCC had previously agreed to the cost of moving the structure; however there is now a clear space more than a metre wide past it to allow access along the path for those wishing to use it. I have discussed this matter with Brian Mullins, Principal Rights of Way Officer and our Definitive Map Team and we do not consider it to be necessary to remove the tank to use the path at present as it can be easily bypassed. Members of the public using the path would be unlikely to consider it an obstruction.

Any new tank now needs to be bunded (double walled) and the heating engineer advised that it cannot be simply moved and re-used as it would not meet the current legislation. They also advised it should be moved further away from the river, ideally to the front of the property and this would increase the cost of re-location. A new structure also requires a solid concrete base which also adds to the overall cost. If required, I can send a copy of the quote when I next at the office.

I will update you again as soon as the remaining work is complete.

The Parish Council discussed the response and agreed to continue to monitor and re-evaluate once the work has been completed.

William Jacques Drive

It was noted that the footpath has recently been strimmed by NYCC contractors and is now passable.

Clay Lane

Councillor A Holman reported that Nathan Culpan – Ouse and Derwent Drainage Board has advised that they are looking at levelling Clay Lane within the next couple of weeks.

It was also noted that the hedge at the entrance to Clay Lane has recently been cut by a resident who has done an excellent job.

b) Highway Issues

Turnham Lane

The clerk advised that she had spoken to Sharon Fox (NYCC Highways) to request an update on the footpath clearance and that she was awaiting a response.

It was also noted that Ings Road was very overgrown and virtually impassable and the clerk was asked to report this to NYCC Highways.

Station Lane

Concern was raised that the stile has been blocked and residents are crossing over the railway line and into the fields, Councillor J Wallinger to investigate further and Councillor C Topping to contact Network Rail.

c) Village Green

Christmas Tree – No further update

Councillor A Wilson reiterated that the Cliffe Brownie leaders had asked if they could use the village green on Monday 16th July for a special campfire (small contained fire which will be contained inside a metal fire pit, supervised at all times and won't damage the grass) for their small Brownie group.

The Parish Council unanimously agreed to this but raised caution due to the very dry weather conditions and requested a copy of their risk assessment in advance of the event.

d) General Data Protection Regulation (GDPR) Compliance Update

Privacy Policy

The Cliffe Parish Council Privacy Policy (previously circulated to members) was proposed by Councillor H Cross, seconded by Councillor A Holman and unanimously agreed.

Data Audit

The clerk circulated a draft Data Audit which will be on the September agenda for discussion/agreement.

Document Retention Policy

The clerk circulated a draft Document Retention Policy based on the YLCA/NALC template which will be on the September agenda for discussion/agreement.

e) Parish Council Profile

Councillor J Wallinger gave an update on his progress in developing the village website and it was noted that he hopes to have a draft available prior to the September Parish Council meeting.

18/105 Consider and Agree quote received from grass cutting contractor to add additional area in South Duffield to the grass cutting schedule:-

It was proposed by Councillor C Topping, seconded by Councillor J Allan and unanimously agreed to accept the quote received (additional £30 per cut) for the additional area in South Duffield.

The clerk was also asked to send a letter of thanks to the resident who used to cut this area as a volunteer.

18/106 Planning:-

9a) Consider Planning Applications Received: NIL

b) Note Planning Applications Granted:

1. (2018/0379/FUL) Section 73 for removal of condition 5 of approval 2007/0022/FUL Conversion of and extension to, including raising of roof height, barn to a dwelling at **Tudor House, York Road, Cliffe.**

c) Note Planning Applications Refused:

1. (2018/0495/CPE) Lawful development certificate for the existing use of land for the stationing of mobile homes at **Cliffe Country Lodges, Cliffe Common, Cliffe.**

d) Note Planning Applications Withdrawn: NIL

18/107 Finance:-

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

1. J Leighton-Eshelby (Salary)	£ As Agreed
2. Mr C Phillipson (Internal Audit Fee)	£67.24
3. Autela (Payroll Services)	£46.80 (Gross) £ 7.80 (VAT) £39.00 (Net)
4. George Fillingham (Grass Cutting)	£880.00

5. Cliffe Playing Field Association
(Sports Wall contribution agreed at 09/04/2018 PC Meeting)

£4235.32

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

c) Receive Internal Auditors Report 2017/18

The clerk read out the Internal Auditors report 2017/18 and the Parish Council noted the points raised.

d) Consider and decide on electronic banking – Deferred to September meeting

18/108 Representatives Report:-

Councillor H Cross advised that the Mary Waud Charity (Cliffe School Charity) has given £420.00 to the school for swimming lessons.

Councillor A Wilson reported that the Cliffe Lego Fest held on Sunday 24th June had raised £2296 for the school.

Councillor J Allan reported that the litter bin near the New Inn on York Road had been removed, clerk to contact Selby District Council to request a replacement.

18/109 Clerks Report:-

The clerk gave an overview of the Selby District Council meeting held that both she and the Chairman had attended on Monday 2nd July when presentations were given on the Parish Portal, SDC Corporate Plan, Planning and Rural Housing.

It was noted that SDC had received a number of enquiries concerning parish maps but unfortunately as these are subject to copyright they cannot be redistributed however Parish Councils can join the Public Sector Mapping Agreement free of charge and the clerk was in the process of setting this up.

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)