

CLIFFE PARISH COUNCIL

Minutes of the Meeting of the Parish Council held on Monday 11th July 2022 at Cliffe Village Institute

22/114 Present: -

Councillor G Wilson (Chairman)
Councillor P Maw
Councillor A Pulleyne

22/115 Apologies: -

Councillor H Cross
Councillor A Holman
Councillor J Jewitt
Councillor J Wallinger
Councillor K Wedgwood
Councillor R Woodall

District Councillor M Topping

22/116 Declarations of Interest: - None

22/117 Public Session: - No members of the public were present

22/118 Listen to reports from County and District Councillors: - None Present

Apologies received from District Councillor M Topping however no response to the meeting invite had been received from County/District Councillor K Arthur.

22/119 Confirmation of Minutes of the Parish Council Meeting (13/06): -

The Minutes of the Parish Council Meeting held on Monday 13th June 2022 were proposed by Councillor P Maw, seconded by Councillor A Pulleyne and unanimously agreed.

22/120 Matters arising from the minutes of the above meeting (action review): -

01 – Update Cliffe Village Website by adding note of caution to village walk 3.25 mile/5.2 km (this walk goes through a working farm and alongside an active runway): - Ongoing

02 – Update on remedial work required for Oxen Lane: -

The **Chairman** read out the following update received from **Councillor R Woodall**

“Mark Lumby – NYCC Highways is carrying out a lane check throughout the Parish in August and this will include Oxen Lane”.

03 - Confirm date and provide update on traffic management for footpath clearance/hedge cutting to the North of the A63 between Lund and the Railway Bridge: -

Councillor A Pulleyne reported that the work will be carried out on Thursday 28th July and Parish Council volunteers will be required to assist.

04 - Update on broken South Duffield village sign (Hagg Lane end) which Highways have confirmed belongs to the Parish Council: -

Councillor K Wedgwood to contact NYCC Highways and request quote for a replacement sign.

05 - Update on query raised with Highways regarding siting of proposed village sign: -

The **Chairman** read out the following update received from NYCC Highways (05/07): -

“ If the sign is on private land we would not need to licence/agree the sign, however depending on the size of the sign you may require planning permission. To check please contact Selby District Council who will be able to tell you if planning is required or not”.

Councillor K Wedgwood to put together a scaled drawing and send to Selby District Council to enquire whether planning is required.

06 - Update on discussions with local builder regarding ideas for the village sign to be built on the corner of the village green and incorporating a flower bed: - Ongoing

07 - Update on purchase of Tommy (statue) and memorial bench from the Royal British Legion for use on village green: -

The **clerk** reported that the Tommy is on order with delivery expected by mid-August.

08 - Update from Highways regarding request for the Brown ‘Ranch Holiday Park’ sign to be removed (as it is now redundant) so that the lower signs can be moved up: -

The **Chairman** read out the following response received from NYCC Highways (05/07): -

“ Mark Lumby (Highways Officer) has had a look at the location of the sign, he has placed an order to remove the brown tourism sign which is no longer required and he thinks that this will give better visibility. I believe he spoke to a tractor driver who uses the road whilst on site”.

09 - Update on installation of additional double yellow lines outside the school: -

The **Chairman** read out the following response received from NYCC Highways (05/07): -

“Regarding the lining outside the Primary School I will mention this to our contractors and ask when the lining will be put back. To extend the double yellow lines I will need to access the site and do a TRO which only get done once a year, but I will add this location to my spreadsheet for next year’s batch of TRO’s.”

The **Chairman** reported that this is a miscommunication as plans have already been drawn up to extend the double yellow lines and are currently going through the legal process required, a further update from Highways was expected by late summer; **Chairman** to liaise with **Councillor K Wedgwood**.

10 - Update on drawings received from Highways for proposed new road markings on the Eastern and Northern approaches to the village: -

The **Chairman** read out the following response received from NYCC Highways (05/07): -

“Yes, if the road were to get resurfaced all road markings would be put back in place”.

Councillor K Wedgwood to request confirmation of cost to get proposed road markings installed; signs not required as these are already in place.

11 - Update on discussion with electrician that previously repaired the village green electric box re the village green lights tripping during heavy rain. Also request quote to extend the cabling (underground) from the existing Christmas tree to the new one (leaving power point at the existing tree): - Ongoing

12 - Update on investigations being carried out by Yorkshire Water: -

13 - Monitor any village water supply/drainage issues: -

(Items 12 & 13 were dealt with together)

The **Chairman** advised that Yorkshire Water had recently been called out to investigate a stench at the end of the village on York Road, reported by a resident.

It was noted that Yorkshire Water are in the process of carrying out a full survey of Cliffe village, the south has already been completed but the north side is still to be done. Once this survey has been completed we can discuss further with Yorkshire Water.

14 - Update on S106 funding request submitted to Selby District Council (to extend the village green): -

The **clerk** confirmed receipt of the first half of the Section 106 funding requested (£4459.50) and it was noted that the **clerk** has now submitted a further funding request for the remaining £4459.50.

15 - Update on CIL funding request (to extend the village green): -

The **clerk** confirmed receipt of the CIL funding totalling £8108.70 from Selby District Council. **Resolved**

16 - Update on the contribution request sent to the Ouse and Derwent Drainage Board: -

The **clerk** reported that the contribution request will be considered by the Ouse and Derwent Drainage Board at their next meeting which is scheduled for early October.

17 - Update on actions agreed following completion of the work by Wrights of Crockey Hill (culvert the stretch of dyke up to the village green): -

It was noted that Nathan Culpan (Ouse and Derwent Drainage Board) has inspected the work and observed a slight bulge on the lower headwall; **Councillor A Pulleyne** has forwarded his observations on to Wrights of Crockey Hill and is awaiting a response.

It was noted that **Councillor J Jewitt** had grass seeded the new area which has established well, and the Parish Council handyman has completed the wooden fencing to the south and west of the culvert.

Councillor A Pulleyne to obtain quotes to extend the footpath and scrape back the existing footpath to increase the width.

18 - Update on Cliffe Parish Council backboards to display relevant educational material and sited where required: - Ongoing

Chairman to liaise with Parish Council handyman.

19 - Update on creating a nature reserve at the Parish Paddock: -

Councillor A Pulleyne reported that Askham Bryan College are unable to assist with the newt survey.

Councillor A Pulleyne to ask the resident (Ian Farr) who has volunteered to project manage the creation of the nature reserve to obtain quotes for the newt survey required before any work can be done.

20 – Update on access to the Parish Council safe at school to obtain legal documents relating to the Parish Paddock: -

The **Chairman** reported that the key provided is not the correct one therefore it was agreed to contact a locksmith in order to access the safe; **Councillor P Maw** to contact local locksmith.

21 - Update on investigation regarding the status of all Parish Council land throughout the Parish: - Ongoing

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

Members discussed the current condition of the footpath, and it was agreed that the **Chairman** would speak to the resident who had initially requested the path clearance to establish if the work already carried out is sufficient.

23 - Update on cutting back overgrown conifers in the Shrubberies: - Ongoing

24 - Update on repair work required to the four Parish noticeboards situated on the Village Green, Cherry Tree Stores & South Duffield: -

The **Chairman** reported that the village handyman has now completed all the repair work required to the four Parish noticeboards. **Resolved**

25 - Update on discussion with Mark Lumby (NYCC Highways) regarding the speed bumps on York Road: -

The **Chairman** reported that NYCC Highways have indicated that the speed bumps are ineffective however they will not fund any speed bump improvements due to a lack of funding but may consider removing them. **Chairman** to carry out a survey to gauge the opinion of all residents living near the speed bumps on York Road and **Councillor P Maw** volunteered to assist with this.

26 - Update on extension of 30mph speed limit further up Turnham Lane: -

The **Chairman** read out the following update received from NYCC Highways (05/07): -

"I have spoken to Vickie (Day) about this, and we agree that the speed limit could be extended. I will arrange the traffic order for this but please do be aware that the process of submitting to our legal team and advertising the traffic order several times is lengthy and it will be a good amount of time before anything happens on the ground."

27 - Update on discussion with Highways regarding new signage at four-lane ends crossroads which is obstructing driver's view Northwards when pulling out of the road from Osgodby and needs relocating: -

The **Chairman** read out the following update received from NYCC Highways (05/07): -

"The signage north of the crossroads in Cliffe is within regulations however, we do appreciate that longer bonnet vehicles such as tractors may struggle therefore, I will place an order to extend the height of the posts."

It was noted that the current location of the post is the problem and not the height; **Councillor K Wedgewood** to contact NYCC Highways and request that the post is moved 20 yards further north.

28 - Update on request for "Deer Warning Signs" on the A63: -

It was noted that the "Deer Warning Signs" have now been ordered by Highways. **Resolved**

29 - Update on clarification with SDC regarding the placement of a dog bin on Turnham Lane: -

Ongoing

30 – Provide Chairman with a copy of all the current Parish Council policies for review and agreement at a future Parish Council meeting: -

It was noted that the **clerk** had provided the **Chairman** with all the current Parish Council policies. **Resolved**

22/121 Public Footpaths (to include any overgrown public footpaths which have been identified that do not comply with the applicable laws/regulations): -

NYCC Public Rights of Way Officer – Rights of Way Rule Confirmation

The **Chairman** read out the following update received via email from Catherine Inman (Public Rights of Way Officer Southern Area, Countryside Access Team, Travel, Environmental & Countryside Services 29/06): -

“Please see a summary of what NYCC require a Landowner to do where public paths cross their arable land. In respect of ploughing and cropping it is the responsibility of the owner of the crop to reinstate the Public Right of Way.

Crossfield paths

They have the right to disturb the surface of a cross field footpath or bridleway. However, following the initial disturbance of the landowners must make sure that the path surface is level and the route of the path apparent on the ground (within 14 days). In practice this usually means driving a tractor or quad bike along the line of the path and/or spraying out the crop once it has emerged. Spraying out the path normally means that you do not have to return to it once the crop starts growing. Any subsequent disturbance of the land in the same cycle of cultivation requires any paths to be re-instated after 24 hours.

Once a crop has reached 15cm (6”) tall we will expect it to be removed from the line of the path.

*There are stipulated widths for crossfield paths. For footpaths there must be a minimum available width of **1 metre** while for bridleways it is **2 metres**. Crops should not fall onto this width so for **oil seed rape** it is necessary to be more generous as when it is fully grown it is taller than the width of a cross field footpath.*

Field edge paths

*It is an offence to disturb the surface of a field edge path. The minimum width for a footpath is **1.5 metres** and bridleway **3 metres**. If have any field edges which have been cultivated, they must remove any crop to leave at least the minimum width.*

I was not party to the conversation the landowner had with Mike Gurney, so cannot comment on what was said however if the crop is not removed and continues to obstruct the Public Right of Way please report this to paths@northyorks.gov.uk ideally with a photo and we can put this through our stand ploughing and cropping procedure where we formally request the landowner to reinstate the public Right of Way”.

22/122 Grass Maintenance Update: -

The **Chairman** advised that the grass cutting contractor usually cuts the grass at the beginning and midway through each month and as such the next cut is due around the 15th of July however due to the lack of rain and warm weather the growth has been held back in many areas.

Under the circumstances it was agreed to ask the grass cutting contractor to only cut where necessary and submit a reduced bill.

22/123 Blocked road drains on York Road: -

The **Chairman** reported that a resident had spoken to **Councillor J Wallinger** and expressed concern regarding the blocked road drains on York Road (from the veg cart up to Middle Lane).

There are 15 kerb-drains in this section of road which are all blocked/buried in varying degrees meaning that when it rains, the road isn't clearing resulting in large puddles.

It was noted that **Councillor K Wedgwood** had reported this to NYCC Highways and the **Chairman** read out their response received 05/07:-

“The road drains on York Road will need to be reported to Selby District Council Street Cleansing department so that they can clear all the detritus that is causing the drains to be blocked. I can report this for you if you give me permission.”

It was noted that permission was granted to Highways as requested and this has now been reported to Selby District Council.

22/124 Wayleave agreement for Broad Lane Wood: - Ongoing

The **clerk** confirmed receipt of the first option fee of £2,500.

22/125 Cliffe Bus/Route status update: -

The clerk reported that at the follow up meeting held on Thursday 23rd June it was proposed that the additional bus service should be postponed indefinitely due to the current economic climate and increasing cost of fuel, and this was unanimously agreed.

It was agreed to remove this item from future agendas unless any further update is available. **Resolved**

22/126 Posterngate Surgery Update: -

The clerk reported that the Clinical Commissioning Group (CCG) are still looking into the possibility of funding transport through Selby District AVS for Posterngate Surgery patients that are defined as vulnerable.

It was agreed to remove this item from future agendas unless any further update is available. **Resolved**

22/127 Planning: -

a) Consider Planning Applications Received: - NIL

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

c) Note Planning Applications Granted: -

i. (2021/1461/FUL) Erection of detached 2 storey dwelling house with integral garage at **Tudor House, York Road, Cliffe.**

d) Note Planning Applications Refused: NIL

e) Note Planning Applications Withdrawn:

i. (2022/0200/HPA) Erection of two storey rear extension at **4 Moorland Houses, Moor Lane, South Duffield**

ii. (2020/1397/FUL) Erection of six lodges at **Oakwood Lodges, Greengate Lane, South Duffield**

22/128 Finance: -

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

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

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

i. Selby District Council (2 Litter Bins & Waste Bin) £ 488.98 (Gross)
£ 81.50 (VAT)
£ 407.48 (Net)

ii. Mark Blundell £ 312.08
(Refurbishing of four Parish Council noticeboards & materials)

iii. John Wedgwood (Grass Cutting) £ 800.00

c) To ratify payments made in between meetings: -

i. R & E Falkingham £ 270.00 (Gross)
(Three replacement doors for Parish Council noticeboards) £ 45.00 (VAT)
£ 225.00 (Net)

d) Note receipt of income, as listed below: -

| | |
|---|----------|
| i. Selby District Council (1 st half of S106 funding) | £4459.50 |
| ii. Selby District Council (CIL funding) | £8108.70 |
| iii. District Councillor Locality Budget Funding | £2000.00 |
| iii. Crombie Wilkinson (Broad Lane Wood Wayleave Agreement First Option Fee) | £2500.00 |

e) To receive Cliffe Parish Council Accounts 2021/2022

The accounts for the year ending 31st March 2022 were distributed and accepted.

f) To approve Section 1 – Annual Governance Statement 2021/2022 for Cliffe Parish Council

Resolved to approve Section 1 Annual Governance Statement 2021/22 for Cliffe Parish Council on page 4 of the Annual Governance and Accountability Return 2021/22.

g) To approve Section 2 – Accounting Statement 2021/2022 for Cliffe Parish Council

Resolved to approve Section 2 Accounting Statement 2021/22 for Cliffe Parish Council on page 5 of the Annual Governance and Accountability Return 2021/22.

h) To approve the publication of documents required by Accounts and Audit Regulations 2015, the Local Audit (Smaller Authorities) Regulations 2015 and the Transparency Code for Smaller Authorities

Resolved that, in accordance with the Accounts and Audit Regulations 2015, Cliffe Parish Council will publish the documents required on the Parish Councils website.

22/129 Correspondence Received: -

Clerk & Councils Direct – Receipt of newsletter was noted

Resident – Receipt of concerns raised regarding Dovecote Lodge Campsite, Hull Road, Cliffe.

The **Chairman** reported that a resident had raised concerns that the campsite was being run outside the scope of the approved planning application (2018/1144/COU) resulting in distress and an invasion of privacy.

The **Chairman** raised these concerns with **District/County Councillor K Arthur** and the Planning Officer has confirmed that a breach of planning control has occurred therefore a new planning application must be submitted to Selby District Council to reflect the camping site which is intended to be operated by the owners and operation of the campsite must cease until the correct planning permission has been obtained. The **Chairman** has advised the resident of the response received from the Planning Officer.

Resident – Receipt of concerns raised regarding the HGV traffic on York Road

The **Chairman** reported that a resident had raised concerns and it was agreed that the **Chairman** would speak to the resident.

An increase in HGV traffic using York Road was noted and **Councillor A Pulleyne** volunteered to speak to local businesses again to ask them to avoid using York Road.

22/130 Review/Update Parish Projects List: - No issues to raise

22/131 Representatives Report: -

Cliffe Playing Fields

Councillor P Maw gave a funding update, and it was noted that any request for Parish Council funding must be accompanied by a statement of finances.

Cliffe Community Fundraising Group

The **Chairman** informed the meeting that over £5,000 had been raised by the Open Gardens and Jubilee Fair events. A sum will be kept as float for organisation of future events, with the rest being distributed to the contributing organisations.

22/132 Confirm date of next meeting: - Monday 8th August 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.
Parishioners may view previous minutes, by giving prior notice to the Clerk (Ring 01757 630077 for appointment).