

CLIFFE PARISH COUNCIL

Minutes of the Meeting of the Parish Council held on Monday 12th July 2021

21/057 Present:-

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

County Councillor M Jordan
Two members of the public

21/058 Apologies:-

Councillor H Cross
District Councillor K Arthur

21/059 Declarations of Interest: -

Councillor J Jewitt declared a personal interest in Item 21/063 No. 10 as he owns the field which the path goes through.

21/060 Public Session: - Neither of the members of the public present wished to speak

21/061 Listen to reports from County and District Councillors:-

Councillor M Jordan advised that the outcome of the Government Unitary Reorganisation proposals will be known this month and advised that each District Councillor now has a £3,000 budget per year to respond to local needs by recommending the allocation of small amounts of funding towards specific projects or activities that directly promote the social, economic or environmental wellbeing of the communities within their Ward.

It was noted that Councillor Jordan's Locality budget for this year has all been distributed to local groups and projects. The Chair noted that at the previous month's meeting the new locality budget had already been discussed with District Councillors K Arthur & M Topping, and that they were already aware that Cliffe PC wish to apply for funding to aid with the dyke culverting between the institute and village green.
Councillor P Maw raised a query regarding the lengthy closure of the A19 at Chapel Haddlesey asking if there was going to be a review of why this project had taken so long. Councillor Jordan replied that there would not be a review and gave reasons why.

21/062 Confirmation of Minutes of the Parish Council Meeting (14/06): -

The Minutes of the Parish Council Meeting held on Monday 14th June 2021 were proposed by Councillor J Wallinger, seconded by Councillor R Woodall and unanimously agreed.

21/063 Matters arising from the minutes of the above meeting (action review):-

01 – Update on request for quote from George Fillingham to clear path on the Eastern side of York Road between Yewtree Farm and the Cliffe sign at the end of Jacques Lane

Clerk to meet with George Fillingham 13th July to obtain quote; to be circulated to members for approval.

02 – Update on request for quote from George Fillingham to maintain the grass verge as low as possible (to allow people to use it as a path) on the Eastern side of York Road between Common End Farm and the Southern perimeter of R Finney's fenced field

Councillor A Holman advised that he is of the opinion that there is a footpath under the overgrowth and it was agreed that the Chairman and Councillors A Pulleyne and J Wallinger will look into.

Councillor A Pulleyne to speak to Mark Lumby – NYCC Highways about carrying out further investigations.

03 – Report on any formal updates received from Highways on outstanding projects

Pedestrian Warning Signage

The **Chairman** advised that he had chased up the two outstanding “No footway for 500 yards” pedestrian warning signs with Sharon Fox - NYCC Highways; awaiting response.

Deer Warning Signage

It was noted that the **Chairman** had also followed up on the request for “Deer” warning signs on Lowmoor Road with Sharon Fox – NYCC Highways; awaiting response.

04 – Progress report on extending the village green lights and updating the Village Plan

It was noted

that the project is ongoing.

05 – Monitor work agreed by Yorkshire Water at pre-school (flooding)

Councillor A Holman advised that the preschool are still waiting for Yorkshire Water to fit a non return valve downstream from the inspection chamber to reduce the impact/frequency of sewage backing up and flooding the preschool and it was noted that they are now dealing directly with Yorkshire Water and NYCC.

06 - Update on response from The Consumer Council for Water (CCWater) regarding the lack of response from Yorkshire Water.

The clerk read out the following response received from CCWater:-

“The Consumer Council for Water (CCWater) is the statutory body that represents the interests of customers of the water industry. We are independent of water companies, retailers and of Ofwat, the industry regulator. Our role is to try to make sure customers receive a good level of service from their water company or retailer, to offer advice and where possible assistance, as well as to investigate complaints if necessary. We are a mediation service, so when we help you with a complaint we will speak to both you and your water company or retailer to try and come to a resolution that is agreeable to both parties.

CCWater do not investigate individual complaints until both stages of the water company’s written complaints procedure has been exhausted.

If you have exhausted the written complaints procedure, we are happy to deal with you directly to assist you in resolving complaint, but need to ensure we have the written consent of each customer that is involved before proceeding. Please arrange for each customer to complete and sign the enclosed Third Party Consent form and return it to us using the contact details below. This is to comply with the General Data Protection Regulation (GDPR). ”

Councillor J Wallinger to contact the affected households to ask them to complete the Third Party Consent form and post a copy of the form on the Cliffe Village Website, with a link to it from the Cliffe Community Facebook page.

07 - Update on quote received (to use for request of grant funding) to culvert the stretch of dyke up to the village green.

It was noted that one quote had been received to date and in order to comply with the Parish Councils financial regulations a further two quotes were required; **Councillors A Pulleyne and John Jewitt** to co-ordinate a consistent scope of works in order to source further quotes.

Clerk to write to the Ouse and Derwent Internal Drainage Board to obtain written permission for the Parish Council to carry out the work and enquire if they would be willing to provide some funding towards this as they would no longer be required to maintain the area by clearing this portion of the ditch (verbal permission was granted in early 2021). It should be noted in this request that Cliffe PC do not wish to pursue ownership of the land, but are wishing to occupy and maintain it.

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

It was agreed that the Parish

Council will continue to monitor the overgrown public footpaths.

09 - Update on request for quote to spray path on Turnham Lane & path on the Village Green

Clerk to meet with George Fillingham 13th July to obtain quote; to be circulated to members for approval.

10 - Update from NYCC re path identified as being incorrectly marked on the NYCC pathways map.

The clerk read out the following response received from NYCC: -

"Public Footpath Route No. 35.23/24/1

Thank you for your recent report of a signpost in the incorrect location on the above public right of way.

We have had confirmation from the definitive map team that the legal line of the footpath is drawn correctly on our definitive maps therefore this means that the box top is in the incorrect location."

The Parish Council discussed the response received and members reiterated that they believe that the signpost and path in use are correct and that the NYCC online walkways map is incorrect. It appears from the response received that NYCC have misunderstood the issue; **clerk** to respond to NYCC and ask them to investigate further.

11 – Update re passing place location map (Hagg Lane & Moor Lane) sent to Highways.

The clerk read out the following response received from Sharon Fox - NYCC Highways:-

"I've asked the engineer to investigate, unfortunately we still do not have funding for highway improvements but the engineer will work out a cost so you have a starter"

Clerk to chase up figures prior to the next Parish Council meeting.

12 - Cliffe to Cliff Common Footpath – Chase up advice from recommended charitable organisations.

The **Chairman** gave a brief update and will continue to follow up.

13 - Arc Sign proof and fitting update

The clerk advised that the proof had been approved and she was awaiting confirmation of the installation date.

14 - Dog & litter bins – update on orders

It was noted that the dog bins for Middle Lane and Low Moor Road along with the litter bin for the Village Green are on order.

The dog bin relocation at the Shrubberies can be arranged but this will be at a cost of £65.24 + VAT; **clerk** to clarify if the bin has been located as per the original order to establish if it has been placed correctly.

It was noted that the requested dog bin locations on Turnham Lane and Hagg Lane are not acceptable due to the high speed narrow roads which are a health and safety risk for the vehicle operative stopping to empty the bin; **clerk** to confirm where SDC would install a bin as near to the original requested locations as possible.

15 - Provide update on the book library on the village green (deferred from May meeting).

It was noted

that Motley Makers are aiming to complete and install the book library by the end of August.

Chairman to update.

16 - 'Village walks' leaflet to be placed on village noticeboard.

Chairman to place on the village notice board(s) and **Councillor J Wallinger** to post on the Cliffe Village Website.

17 – Update on hole near river bank style at the end of Turnham.

Councillor A Pulleyne volunteered to make safe the uncovered manhole and investigate who is responsible for the repair.

18 – Distribute website info and email passcodes etc to Councillors for the YLCA and NALC membership.

Clerk to circulate to all members.

19 - Update on meeting with the South Duffield resident to discuss his proposal for village sign planters.

It was noted that the Parish Council need to establish what type of signs are permitted by NYCC Highways before going back to the resident.

20 - Update on enquiry with Highways regarding erecting new village signs & what are the procedures/rules to follow.

The Chairman advised that the Parish Council can submit a design for NYCC Highways to approve before carrying out the work themselves or this can all be done through NYCC Highways who will then invoice the Parish Council.
NYCC engineer to contact the **Chairman** to discuss the options further.

21 - Update on the defective bridge at the end of Jacques' Lane reported to NYCC Highways/Byways. Councillor J Wallinger advised that NYCC Highways/Byways have carried out a site visit to measure up and will be returning to carry out the repair as soon as possible.

22 – Update on inconsiderate Parking on York Road.

Councillor K Wedgwood advised that she had spoken to the residents concerned regarding the complaints received by the Parish Council and it was noted that the inconsiderate parking had now stopped.

23 - Provide information regarding procedure for moving 7.5t weight limit

(Awaiting information from County Councillor M Jordan)

24 – Update on uncut road verges reported to NYCC

It was noted that the verges have now been cut by NYCC.

25 – Update on impassable footpath that runs down the side of the new house to the south of the A63

(The meeting was closed and the item brought forward to allow a member of the public present to speak)

The member of the public present (homeowner) explained that the footpath belongs to him and it is only for access to his property. He provided historical documents stating the path was constructed many years ago for the resident of the old house on this plot who had disabilities.

The Chairman explained the background to the request from a resident to open up the footpath and it was agreed that the homeowner will provide the Parish Council with proof of ownership and the clerk will write to the resident to inform them that the footpath is on private land.

(The meeting was reopened)

26 – Update on potential signage (Trespass on footpaths/fields and general misuse of public footpaths)

(see 27 below)

27 - Draft educational leaflet & investigate distribution (Trespass on footpaths/fields and general misuse of public footpaths)

(Items 26 & 27 were discussed together)

Councillor R Woodall spoke about the signage he has sourced and the following actions were agreed:-

- Councillor R Woodhall to provide the clerk with details of the signage; to be circulated to all members
- Chairman & Councillor J Wallinger to investigate putting this information online
- Councillors R Woodall, A Pulleyne & J Jewitt to order the signs and decide on the required locations
- Councillor A Pulleyne to obtain prices for the posts required

28 – Update on NYCC request for suitable official signage for ‘dogs on lead’ at footpath though Paddock in Lund.

It was noted that the clerk was awaiting a response; clerk to follow up.

21/064 Village Handyman: -

It was proposed by Councillor K Wedgwood, seconded by Councillor A Pulleyne and unanimously agreed to employ a local handyman on a zero hours contract at the rate of £20 per hour (Parish Council to provide all the materials required). Awaiting quote for the work required to repair the bridges at Broad Lane Wood.

21/065 Update on Station Lane grass cutting: -

It was noted that the initial cut has now been carried out by A.S Walls & Son and Councillor A Pulleyne has also tidied up the area.

It was agreed to add this area on to the grass cutting schedule to keep it maintained; clerk to ask George Fillingham for a quote.

21/066 Relocation of weight limit sign (7.5 tonne) for the Northern boundary from its current location (near the old Whitemoor Mine) to four lane ends crossroads:-

The Parish Council had a lengthy discussion regarding the current 7.5t weight limit restrictions and the concerns raised by residents regarding HGV's travelling on York Road.

Members agreed to investigate conducting a survey of York Road and to contact the police & trading standards with the footage obtained.

It was agreed to defer any decision until the August meeting after the **Chairman and Cllr Wedgwood** had considered the possibility of surveying the HGV traffic on York Road.

County Councillor M Jordan to provide information regarding the procedure to be followed if the Parish Council decide to move the weight limit sign.

21/067 Police Community Officer's Report:-

June police report received circulated to members; no incidents noted for Cliffe.

21/068 Review of Tree Work (Main Street):-

It was noted that the Chairman had met with the contractor on site to discuss the work carried out to date and it was agreed to arrange a further site visit to discuss the proposed wildflower area, future tree work and potential alternatives; **Chairman** to contact the contractor to agree a date and inform all members.

21/069 Cliffe Bus Service/Route status:-

The **clerk** advised that a meeting with Arriva (to include all three Parish Councils along the route) to discuss the future of the bus service has been provisionally arranged for Thursday 19th August.

21/070 Posterngate Surgery – Proposed closure of branch surgery at Hemingbrough:-

It was noted that representatives from Posterngate Surgery will be attending the Hemingbrough Parish Council meeting on Thursday 15th July to talk about the proposed closure and it was agreed that **Councillors A Pulleyne & A Holman** would attend the meeting on behalf of Cliffe Parish Council.

21/071 Conifers on the Shrubberies:-

Councillor J Wallinger reported that a resident had raised concerns regarding conifers overgrowing the path from The Shrubberies to Main Street.

It was noted that the conifers are not interfering with anyone walking on the path but it was agreed that **Cllr Wallinger** would contact the homeowner to make them aware of the complaint.

21/072 Grass Cutting Review:-

It was noted that the contract had been rolling over since 2017 and it was agreed that this will be reviewed prior to the 2022 grass cutting season.

Clerk to provide the **Chairman** and **Councillors J Wallinger & A Pulleyne** with a copy of the current grass cutting schedule.

Councillor J Wallinger to contact **District Councillor M Topping** to request a copy of the mapping system.

21/073 Queen's Platinum Jubilee 2022:-

Information circulated by the clerk was noted and it was agreed to discuss further at a future meeting.

21/074 Discuss Village Green Plaque Proposal in memory of former Councillor:-

It was unanimously agreed to plant a tree on the village green (October/November) time alongside a memorial plaque.

Councillor R Woodall to source a suitable tree.

Clerk to source a suitable plaque and wording to be agreed by members.

Chairman to discuss with handyman provision of a small wooden mount for the plaque.

21/075 Discuss Future Plans for Parish Paddock:-

Members agreed to look at turning the paddock into a nature reserve and getting the school involved with this.

Councillor A Pulleyne to investigate further in the first instance.

Chairman to remind the outgoing tenant to remove her possessions from the paddock.

21/076 Planning: -

a) Consider Planning Applications Received:- NIL

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

c) Note Planning Applications Granted: -

i. (2020/1320/HPA) Erection of a detached outbuilding/ garage to side, creation of a new vehicular access onto Hull Road, laying of hardstanding in the front garden and a single storey extension to the rear of the dwelling at **Lund Hall Farm, Hull Road, Cliffe**

ii. (2021/0066/HPA) Erection of a single storey extension to rear of property at **Hall Farm, Lund Lane, Cliffe**

iii. (2021/0420/COU) Change of use of land from agricultural to residential (retrospective) at **Hall Farm, Lund Lane, Cliffe**

iv. (2021/0400/FULM) Construction of a new warehouse building (B8) adjoining an existing warehouse building and formation of new parking area at **Just Paper Tubes, Cliff Common, Cliffe**

It was noted that the **Chairman** had raised the Parish Councils objections at the remote Planning Committee meeting held on Wednesday 30th June. Transcript of what the Chairman said is below:

- *I am Chairman of Cliffe Parish Council and am here to represent the people of the village.*
- *The most commented and complained about issue in the village at the moment is the amount of HGVs travelling along York Road. This issue is regularly conveyed to councillors from many people within the village who all live along the length of York Road.*
- *The 7.5t weight limit in place has its Northern boundary 2 miles North of the village and was put there over 40 years ago upon the creation of Whitemoor Mine (now a business park).*
- *This means that Just Paper Tubes is currently within the 7.5t weight limit as their location at Cliff Common is South of this point.*
- *It is the feeling amongst the villagers and the councillors that we will shortly be requesting Northern boundary of the 7.5t weight be relocated to the four lane ends crossroads in Cliff Common. The primary reason for this is that since the weight limit was introduced 40 years ago, a number of businesses, including JPT, have been established within the 7.5t limit zone and this has contributed to the aforementioned HGVs through the village issue.*
- *Whilst it is acknowledged that JPT are not the sole reason for HGV traffic through the village, it is noticeable that the majority of vehicles appear to be either Campeys or Pickering's lorries – both of whom conduct haulage for JPT.*
- *On behalf of the Parish Council, and the villagers, I have myself spoken to a number of businesses North of the village, including JPT. A gentleman's agreement was established whereby lorries travelling to/from the motorway would use the village, but empty lorries travelling to/from Campeys depot in Selby would use the Northern route of the A163 to avoid travelling through the village. Sadly, this has not been the case with many lorries still being seen turning towards Selby at the main A63 crossroads in the village.*
- *Since JPT added their current large warehouse a few years ago, HGV traffic in the village has appeared to increase, and the villagers are in opposition of this additional warehouse for fear of an increase to what is already an unacceptable level of HGV traffic in the village.*
- *The lorries travel through the village at very early hours and cause disruption to residents along York Road*
- *The turning of these HGVs at the crossroads has caused an uneven surface on the A63 which causes noise and disruption to residents at the crossroads. Highways are aware of this and conduct temporary repairs until the planned resurfacing of the A63 is conducted (hopefully within the next year or so).*
- *There are a number of speed bumps along York Road which these HGVs travel over, adding to the noise and disruption for nearby residents. There are also drainage issues throughout the village, with pinch-points highlighted as being from silt build up in the drains at the speed bump locations.*
- *Only last week we had an issue in the village where a resident was parking the two cars of the household on opposite sides of York Road staggered – causing a narrow chicane for vehicles, meaning it was difficult to pass for HGVs. They were spoken to by a councillor and asked to cease this practice (which they have now done). However*

- their reason for doing this was that they were ‘fed up’ of HGVs travelling through the village, with the resident stating that her husband had counted 42 HGVs in a single day through the village.
- As mentioned earlier – we are not saying that this issue is wholly caused by JPT – but it does appear to be a significant contribution.
- The Parish Council are continuing to be proactive regarding contacting businesses North of the village and reminding them of the 7.5t weight limit – and will actively seek to have the 7.5t weight limit moved to prevent JPT HGVs (and others) travelling through the village.
- The addition of another large warehouse at JPT will no doubt increase HGV traffic through the village, and for this reason the Parish Council object to this development.

d) Planning Updates: - None

21/077 Finance: -

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

i. J Leighton-Eshelby (July Salary)	£ As Agreed
ii. George Fillingham (Grass Cutting)	£ 1200.00 (Gross) £ 200.00 (VAT) £ 1000.00 (Net)
iii. Autela (Payroll Services)	£ 54.00 (Gross) £ 9.00 (VAT) £ 45.00 (Net)

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

i. A.S Walls & Son (Verge Cutting)	£ 120.00 (Gross) £ 20.00 (VAT) £ 100.00 (Net)
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c) Note receipt of income, as listed below: - NIL

d) To receive Cliffe Parish Council Accounts 2020/2021

The accounts for the year ending 31st March 2021 were distributed and accepted.

e) To note Internal Auditor report for 2020/2021

RESOLVED that the Annual Internal Audit Report for 2020/21 included at page 3 of the Annual Governance and Accountability Return 2020/21 be noted.

f) To approve Section 1 – Annual Governance Statement 2020/2021 for Cliffe Parish Council

RESOLVED to approve Section 1 Annual Governance Statement 2020/21 for Cliffe Parish Council on page 4 of the Annual Governance and Accountability Return 2020/21.

g) To approve Section 2 – Accounting Statement 2020/2021 for Cliffe Parish Council

RESOLVED to approve Section 2 Accounting Statement 2020/21 for Cliffe Parish Council on page 5 of the Annual Governance and Accountability Return 2020/21.

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.

i) Discuss and Consider Playing Fields Association Donation Request

Members discussed the request received from CPFA for £800 to pay for electrical contract work. The Chairman raised concern that the tennis club appeared to be the main cause of the electrical supply issues and also appeared to be the main beneficiary of the proposed works which this request was to fund. It was also noted that during the last 18 months the tennis club had received significant funds from grants etc, but were not proposing to contribute to this work. It was proposed by

the Chairman, seconded by Councillor A Pulleyne and unanimously agreed to donate £400.00 towards the cost of the electrical work required on the Playing Fields, thereby paying 50% share, noting that the opinion of the Parish Council was that the other 50% should be paid by the tennis club.

It was noted that at the June meeting the member of the CPFA present was advised to contact Cllr Mike Jordan for funding from his locality budget.

21/078 Correspondence Received:-

Clerk & Councils Direct – Receipt of newsletter was noted

Selby District Council – Donation request to the Chairman's chosen charities (Motor Neurone Disease Association, St Leonard's Hospice and The League of Friends of Selby War Memorial Hospital) was noted and it was unanimously agreed to donate £50.00

Selby District Council – Invitation to attend a Parish and Town Councils remote meeting specifically for the Selby Local Plan Additional Sites Consultation Document being held on Thursday 29th July 2021.

The Chairman also advised that he had received further correspondence regarding the proposed Boom Power renewable energy scheme (ground mounted solar farm) to be situated on land north east of Osgodby and to the north west of Cliff Common and it was agreed to discuss this further at the next meeting.

21/079 Review/Update Parish Projects List:-

(Already covered elsewhere on the agenda)

21/080 Representatives Report

Councillor P Maw advised that the Cliffe Playing Fields Association Committee are looking for new members.

It was also noted that the Village Institute is slowly opening up again and they are in the process of obtaining quotes to re-varnish the floor.

Councillor Maw also reported that a resident had raised concern regarding overgrown trees encroaching onto properties on The Shrubberies.

It was noted that this had been raised previously in 2020 and some work had been carried out by the landowner to alleviate the problem but the trees were now very overgrown again.

Clerk to send letter to the landowner asking them to cut the trees back.

Councillor A Holman requested a note be put on the Cliffe Village Website asking residents to park considerably for farm vehicles and this was agreed. **Cllr Wallinger** to update website and post on village community Facebook page also.

21/081 Confirm date of next meeting: - Monday 2nd August 2021 commencing at 6.30pm

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).