

CLIFFE PARISH COUNCIL

Minutes of the Meeting of the Parish Council held on Monday 12th June 2023 at Cliffe Village Institute

23/060 Present: -

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

Two candidates for co-option
One member of the public

23/061 Apologies: -

Councillors J Jewitt and A Pulleyne
North Yorkshire Councillor K Arthur

23/062 Declarations of Interest: - No interests declared

23/063 Public Session: -

- Query re the grass cutting contract. The Chairman advised that J Wedgwood will fulfil this year's contract and the Parish Council will go out to tender for 2024 following a review of all the areas that are currently being cut.
- Query re Oxen Lane – To be discussed under agenda item 12.
- Query re survey of the public footpaths in the Parish – To be discussed under agenda item 16. The member of the public reported that there is no public footpath sign across J Jewitts field however was noted that a sign is present, but the hedge has grown over it. **Resolved** that the Chairman will raise this with J Jewitt.

23/064 Listen to reports from North Yorkshire Councillors: - None present

It was noted that no report had been received from North Yorkshire Councillor Karl Arthur.

Clerk to write to Councillor Arthur to clarify how the Parish Council will be supported in future by our North Yorkshire Councillor within the new North Yorkshire Council.

23/065 Parish Council Co-option: -

Two candidates had put their name forward for co-option to the Parish Council and both candidates were present at the meeting. The two candidates were invited to speak to the Parish Council about why they would like to join and what they could offer to the Parish Council and the community.

Both were considered to be very strong candidates and following a vote, E Yates was co-opted and welcomed to the Parish Council; the Chairman also thanked the other applicant for their interest.

23/066 Confirmation of Minutes of the Annual Meeting of the Council held on Monday 15th May 2023:

Resolved to defer to the July meeting as the election of representatives was omitted from the minutes.

23/067 Confirmation of Minutes of the Parish Council Meeting held on Monday 15th May 2023): -
Members **resolved** to accept the minutes of 15th May 2023 as an accurate record of the meeting.

23/068 Matters arising from the minutes of the above meetings: -

23/069 Highways: -

It was noted that the Chairman is due to have an on-site meeting later in the week with representatives from North Yorkshire Highways to discuss all the outstanding items.

23/070 Speeding: -

Chairman to relocate the vehicle activated sign (VAS) from its current position on the A63 to York Road. The meeting was closed to allow a member of the public to speak about the VAS; the meeting was re-opened.

Update on request for police speed camera to be deployed on York Road as previously agreed

The clerk advised that correspondence had been received in April 2023 advising that a request for the deployment team to visit the two live sites on York Road had been submitted however no time frame had been given. It was noted that the clerk had requested an update and is awaiting a response.

Councillor J Wallinger referred to recent email correspondence received from Sergeant Jack Waterton regarding speed enforcement; **Councillor Wallinger** to forward on to the **clerk** to follow up.

It was noted that correspondence had been received from Declan Robinson who is the new PCSO for the Derwent ward and it was agreed to invite him to attend the July Parish Council meeting; **clerk** to send invite.

23/071 7.5t Weight Limit (York Road): - See Item 23/069.

23/072 Oxen Lane: -

The Chairman gave an overview of the site meeting held on the 12th June, Chairman and Councillor R Woodall in attendance, and it was noted that a large unhealthy single tree appears to be the cause of a lot of the problems as larger agricultural vehicles are having to swing wide to avoid the tree which is overhanging the track.

The Chairman advised that the landowner has given permission for the Parish Council to remove the tree and once this has been done, they will look at the remedial work required to improve the surface and look at installing a couple of drainage channels if the adjoining landowner is agreeable.

The meeting was closed to allow a member of the public to speak, and the resident raised concerns regarding potholes along the entire length of Oxen Lane.

The Chairman reiterated that the Parish Council are going to concentrate on the worst section of road in the first instance before re-opening the meeting.

23/073 Water/Drainage: -

Councillor J Wallinger referred to correspondence received from Yorkshire Water regarding the status of the pumping station and the ongoing sewerage/flooding issues.

It was noted that the problems in Cliffe are caused by misconnections which are against building regulations and although they can serve notices, due to the sheer scale of the problem in Cliffe they are looking at alternative options.

It was noted that the pumping station is also struggling however Yorkshire Water have no control over who can connect to the network.

Members discussed the ongoing problems, and it was agreed that **Councillor Wallinger** will raise the possibility of Yorkshire Water installing a larger storage tank to increase capacity.

The meeting was closed to allow a member of the public to speak before re-opening the meeting.

23/074 village green: -

The chairman advised that the village green extension project is now completed with just minor alterations to one of the fencing panels still required; **Councillor J Jewitt** to liaise with the contractor.

It was also noted that the new electrical box requires additional work to accommodate the Parish Councils needs; **Chairman and Councillors A Pulleyne & J Wallinger** to liaise with the electrical contractor.

Members also discussed additional Christmas lights for the Village Green extension and Village Institute which the Parish Council previously agreed to purchase.

Councillor P Maw to put forward the Parish Councils proposal to purchase the lights on their behalf and liaise with them later in the year with regards to putting them up.

23/075 Parish Council Documents: -

Chairman to arrange a convenient date for members to access the safe at school to go through the Parish Council documents and make an inventory.

23/076 Public Footpaths: - (to include any overgrown public footpaths which have been identified that do not comply with the applicable laws/regulations): -

It was noted that a public footpath off Moor Lane, South Duffield is overgrown with rape seed; **Chairman** to identify the correct footpath and **Councillor A Holman** to speak to the landowner.

The meeting was closed to allow a member of the public to speak before re-opening the meeting.

23/077 Grass Maintenance 2023: - See Item 23/063

23/078 Path Maintenance: -

J Wedgwood still to carry out the path maintenance on four footpaths identified as needing cutting back and/or spraying.

23/079 Broad Lane Wood: - No issues raised

23/080 Parish Paddock: -

The Chairman recently received an enquiry from a resident asking to keep three ponies on the Parish Paddock. At the May meeting it was resolved to agree to the request on the same terms and conditions as previously granted however the Chairman has been unable to contact the resident despite leaving several messages.

23/081 Village Green Coronation Project Update: -

It was noted that the Chairman and Councillor J Wallinger had met with the contractors and the wooden bench and planters should be installed on the Village Green imminently.

The wooden planters will incorporate the mosaics created by the school to commemorate the Kings Coronation along with two informational plaques.

Chairman to liaise with the **clerk** and produce a breakdown of costs required in order to apply to County Councillor K Arthur for grant funding for the project.

The Chairman spoke about a proposal from Amy Wilson of creating a mini library specifically for children's books to be located next to the book library.

It was noted that Western Wolds Men In Sheds who are a not for profit community organisation that also made our current book library are able to make a raised book box to be sited at children's height at a cost of @ £150.00.

Members discussed the proposal and agreed to support the creation of a children's library however they would prefer a smaller mini library sited underneath the current book library; **Chairman** to liaise with Amy Wilson.

23/082 Planning: -

a) Councillors considered the following Planning Applications received: - NIL

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

c) Note Planning Applications Granted: -

i. (2023/0327/HPA) Erection of single storey rear extension at **Forge Cottage, Main Street, South Duffield**. Noted

ii. (2023/0085/CPE) Lawful development certificate for existing use for creation of a dwelling at **Rose Lodge, Oakwood Park, Market Weighton Road, North Duffield**. Noted

iii. (ZG2023/0416/TPO) Crown clean, removal of deadwood, diseased and dysfunctional material over 25 mm diameter throughout the canopy to 2 No European Lime trees (T1 and T2) protected by TPO 16/1992 at **32 Hull Road, Cliffe**. Noted

d) Note Planning Applications Refused: -

i. (2021/1219/FUL) Conversion of an existing barn to a dwelling house on **land off Lund Lane, Cliffe**. Noted

ii. (2023/0131/TPO) Application for consent to crown thin by 10% of five low diameter branches and sprout growth to 2no lime trees at **32 Hull Road, Cliffe**. Noted

e) Note Planning Applications Withdrawn: NIL

23/083 Finance: -

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

i. J Leighton-Eshelby (Clerks Salary – June)	£ As Agreed
ii. J Leighton-Eshelby (Clerks Expenses)	£ 41.25
iii. Yorkshire Local Councils Association (YLCA) (Webinar Training)	£ 25.00
iv. Ouse and Derwent Drainage Board (Rates)	£ 7.23
v. John Wedgwood (Grass Cutting)	£ 800.00

vi. Stand-in Clerk fees

It was noted that the acting clerk for the May meeting (Mary Farman) had asked for a donation to either a charity of the Parish Councils choice, Selby Abbey or Burn Methodist Chapel be made in lieu of her clerking fee and it was unanimously agreed to donate £120.00 under S137 split between Selby Abbey and Burn Methodist Chapel.

Clerk to send a letter of thanks to Mary on behalf of the Parish Council.

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

i. Kelo Engineering Ltd (Metal fencing for village green extension)	£ 3,120.00 (Gross) £ 520.00 (VAT) £ 2,600.00 (Net)
ii. HMRC (PAYE)	£ 279.00
iii. Autela (Payroll Services)	£ 57.98 (Gross) £ 9.66 (VAT) £ 48.32 (Net)
iv. PKF Littlejohn (External Audit Fee Year Ending 31 st March 2022)	£ 240.00 (Gross) £ 40.00 (VAT) £ 200.00 (Net)

c) To ratify payments made in between meetings: -

i. S.B Cook (Electrical Work – Labour & Materials)	£ 451.49 (Gross) £ 75.25 (VAT)
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d) Note receipt of income, as listed below:- NIL

e) To receive Cliffe Parish Council Accounts 2022/2023

The accounts for the year ending 31st March 2023 were distributed and accepted.

f) To approve Section 1 – Annual Governance Statement 2022/2023 for Cliffe Parish Council

Resolved to approve Section 1 Annual Governance Statement 2022/23 for Cliffe Parish Council on page 4 of the Annual Governance and Accountability Return 2022/23.

g) To approve Section 2 – Accounting Statement 2022/2023 for Cliffe Parish Council

Resolved to approve Section 2 Accounting Statement 2022/23 for Cliffe Parish Council on page 5 of the Annual Governance and Accountability Return 2022/23.

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) 1st Barlby/Osgodby Rainbows and Brownies Funding Request

The clerk read out a letter received requesting a donation towards their project to allow members of the Rainbows and Brownies to cover three adventure zones over a year and earn their badges at an estimated cost of £30 per person.

It was noted that six girls from Cliffe attend the unit and it was unanimously agreed to donate £200 to the organisation.

j) Cliffe Parish Council Insurance Renewal

The Zurich renewal premium of £331.81 was unanimously agreed.

23/084 Correspondence Received:- None

23/085 Representatives Report: -

Councillor R Woodall spoke about the feasibility of moving the crossing patrol location due to safety concerns and the **Chairman** agreed to raise this at the forthcoming Highways meeting.

Councillor P Maw raised concern that a member of the public recently accessed the culvert and asked if screens could be put up around it to prevent this happening again in the future.

The **Chairman** reported that he has contacted Nathan Culpan (Assistant Engineer) - Ouse and Derwent Drainage Board and made him aware of the incident.

Councillor H Cross advised that the Mary Waud Foundation is meeting on Tuesday 13th June to discuss the possibility of Cliffe School becoming an academy and gave a brief history of the background to this.

Councillor A Holman thanked the contractors that have recently carried out the work at Cliffe crossroads and it was noted that the work was carried out in a timely manner and was very well organised.

23/086 Confirm date of next meeting: - Monday 3rd July 2023 commencing at 7.00pm in CLIFFE VILLAGE INSTITUTE.

23/087 Parish Council owned land: - Ongoing.

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).