



DRAFT MINUTES OF THE ORDINARY COUNCIL MEETING OF SHERBURN IN ELMET PARISH COUNCIL

Date: Monday 20 June 2022
Time: 7pm
Place: Harry Mountain Room, Eversley Park Centre, Low Street, Sherburn in Elmet LS25 6BA
Attendance: Cllr P Baumann, Cllr D Buckle, Cllr G Limbert, Cllr M Ward
 11 members of the public present and 2 representatives from Zzoomm.
Staff: Georgina Ashton, Locum Clerk.

Late arrivals: Early departures:

MINUTES

The meeting opened at 7.01pm

FC/23/14	<p>Apologies:</p> <p>a. To receive and note apologies for absence. Apologies for absence received from Cllr R Packham and Cllr Brook Cllr K Town has resigned on 20 June 2022 with immediate effect. Cllr Holmes was absent, no apologies received</p> <p>b. To consider reasons for absence received Resolution: To accept and approve the reasons for absence from Cllr R Packham and Cllr Brook. Unanimous.</p>
FC/23/15	<p>Declarations of Interest:</p> <p>a. To receive Declarations of Interests from Members not already declared under members Code of Conduct or members register of interests, in any business to be transacted. None received.</p> <p>b. To consider any dispensation requests received None received.</p>
FC/23/16	<p>Full Fibre broadband launching in Sherburn in Elmet <i>To receive a presentation from Zzoomm Plc on the launch of full fibre broadband in Sherburn in Elmet.</i></p> <p>2 representatives from Zzoomm presented to the Council and members of the public. Summary as follows: Some surveying of the area has taken place and Sherburn in Elmet and South Milford meet the criteria. There are no particular issues and the existing infrastructure is in place and in good order. Zzoomm are a privately funding company and plan to off full fibre broadband. Zzoomm offer a good customer service, end to end service and no contracting out. Offer good packages to cover the vast majority of customers with good trust pilot reviews. There is also some possibility to fund a community project in the parish. Another 60 days of design process to follow before going through the skeleton plan and proposal. This information is well marketed with residents, design phase, build phase, marketing teams. Offered a free service to those who signed up first when this programme was rolled out in Thirsk. The potential speed is 2Gb, provision to go up to 10Gb with a level platform. No shared point, full fibre and to keep competitive. Single fibre per home, splitting the</p>

	<p>feeds. Potential for 3,500 premises (homes and businesses) in Sherburn in Elmet including over 64 businesses on SIE Industrial Estate. For more information in the short term, please contact https://www.zzoomm.com/fibre/broadband</p>
<p>FC/23/17</p>	<p>Councillor Vacancies:</p> <p>a. To consider applications from eligible candidates for 4 vacant Parish Councillor seats.</p> <p>2 applications have been received from residents.</p> <p>b. To approve the co-option of eligible candidates to vacant seats on Sherburn in Elmet Parish Council</p> <p>Resolution: To approve and accept Sarah Bradder and Alex Tant-Brown through the process of co-option as members of Sherburn in Elmet Parish Council. Unanimous.</p>
<p>FC/23/18</p>	<p>To receive reports from the following:</p> <p>a. North Yorkshire County Councillor Cllr Packham – update via Cllr Limbert. Money currently available to do some surface dressing upgrades throughout Sherburn. Appreciate there has been some complaints from residents. Cllr Packham has contacted Cllr Matthews (Harewood ward area) with regard to the 200m of road on the corner of Lotherton Hall back entrance where North meets West Yorkshire. Low Street car parking issues: Cllr Packham has contacted NYCC and this will be addressed through the next round of Traffic Regulations Order to update waiting signage etc. Also contacted NY Police with regard to speeding concerns in the parish and the Police are actively sending out the speed camera equipment. Ongoing issues with entrance to Sherburn via Finkle Hill, Cllr Packham has made a request for the speed limit to be extended beyond Fields Garden Centre so that the 40mph continues to the roundabout. The traffic lights in the centre of the village have been recently monitored again to establish a better timing system from the 4 way traffic system. Crash on Wolsey Croft reported last week, NYCC have in the past recorded this as a police matter but they do not have resources to monitor speed in this area.</p> <p>b. Selby District Councillor District Cllr Buckle – Legacy Grant was awarded to the OGS for a cinema room and acoustics equipment as well as a complete new roof on the building. Work will start imminently on the roof. Upgrade of the Highfield area, village centre upgrade, entrance to EPC and upgrade to the play area at The Fairways. Good feedback from Queens Jubilee Party in the Park. Potential for Saturday 29th July 2023 for a party on the nearest Saturday to Yorkshire Day. Upgrade of Sherburn in Elmet station is almost complete. SDC have provided a contribution to the Doctors Surgery upgrade and work is set to start soon. £1.4m to be spent in the near future with regard to upgrading housing. Cllr Brook, Packham and Buckle now have £3,000 each through their Members Community Fund grant and Cllr Packham has £10,000 available from his Locality Grant to spend in the local community.</p> <p>c. Neighbourhood Policing Team No report available</p>

FC/23/19	<p>Minutes: a. To approve minutes of Sherburn in Elmet Parish Council Annual Meeting held 16 May 2022 as a true and accurate record of that meeting. Resolution: to accept and approve the minutes of the last meeting (Annual Council) held on 16 May 2022 as a true and accurate record. Unanimous.</p>
FC/23/20	<p>Public Participation session (20 minutes) Resident 1 – Will anything be done about Wolsey Croft, the recent accident was a result of speeding. Waggon as well as cars, especially at night. Legally enforceable with the residential access signs at either end of the street. Resident 2 – The resident whose car was written off while parked on the roadside (Saturday 18 June 2022). 2 residents on Wolsey Croft had their car written off at 7am on Saturday morning by a speeding vehicle. Suggestion from the Clerk that in terms of speeding: 1) report to Community Speed Watch scheme on the North Yorkshire Police website https://www.northyorkshire.police.uk/advice/advice-and-information/wsi/watch-schemes-initiatives/community-speedwatch and 2) PC look at the viability of a vehicle activated sign on this street. In terms of illegal access, the Clerk suggested that the PC could write to NYCC with regard to enforcement from the parking team to prosecute those people who are using the road as cut through access to Low Street. Suggestion that the PC invite representatives from NYCC Highways, the Police and residents to have a discussion. Establish independently what the views of residents on Wolsey Croft are hoping to achieve or would like to see happen with regard to the current situation of illegal access on the road. Resident 3 – The Fairways. Equally, residents on here are experiencing similar issues of people using the road as a cut through. Resident 4 – Any update on Jack Fultons? Some indication that Tesco may expand into the old site. In terms of the grass cutting around village, is there are quality control of the contractors work. Cllr Limbert explained that he has made enquiries with the contractor to have a meeting to discuss the current contract. Resident 5 – Rose Avenue and New Lane. Resident cannot get in and out of his property at school pick up and drop off times due to the vast amount of vehicles that park inappropriately and illegally on a daily basis. Resident 6 – Allotments. Current situation with the allotments. Had a plot there since 2010. Former parish councillor. Left totally in limbo. Been told in the last quarterly magazine that the ploholders will form a committee. However, we cannot do that if we do not have the information to do this if we do not have the key information as to who owns which plots which has been collated by a PC employee. Situation with the gates, some people have access onto the allotments from their adjoining gardens and use this for dog walking etc. There was no consultation with plot holders with regard to demolishing the old shed. £3000+ still held on account for the Allotment Gardens. The plot holders want to get hands on with the future development of the site, would like a meeting to discuss these issues directly with key staff/councillors.</p>
FC/23/21	<p>Sherburn in Elmet Parish Council (SEPC) Committee Appointments (vacant seats): a. To appoint members to SEPC Planning Committee (5 vacancies) Resolution: that all planning application be considered by full council meetings until such a time that the council has filled all 12 seats. b. To appoint members to SEPC Finance Committee (2 vacancies) Resolution: to approve Cllr Bradder, Cllr Tant- Brown, Cllr Packham and Cllr Baumann to the Finance Committee. Unanimous.</p>

	<p>c. To appoint members to SEPC Land and Premises Committee (no vacancies) Resolution: to approve Cllr Limbert, Cllr Ward, Cllr Buckle, Cllr Brook and Cllr Holmes to the Asset Management and Events Committee. Unanimous.</p> <p>d. To appoint members to SEPC Personnel Committee (1 vacancy) Resolution: to approve Cllr Baumann, Cllr Bradder, Cllr Tant-Brown, Cllr Limbert and Cllr Ward to the Personnel Committee. Unanimous.</p>																																								
FC/23/22	<p>Sherburn in Elmet Parish Council (SEPC) Appointments to Outside Bodies:</p> <p>To approve appointment SEPC representatives on the following outside bodies:</p> <ul style="list-style-type: none"> a. Eversley Park Centre (2 members) b. Hungate Foundation (1 member - 3rd of 5-year appointment) c. Selby Rail Users (2 members) d. Sherburn Gala Committee (1 member) e. Sherburn Rugby Club (1 member) f. Sherburn White Rose Sports Association (1 member) g. Yorkshire Local Council's Association (2 members) h. Wheatsheaf Angling Club (1 member) i. Aero Liaison Club (1 member) <p>Resolution: to defer to the next meeting. Unanimous.</p>																																								
FC/23/23	<p>Planning:</p> <p>a. To note that no planning applications have been received for consideration.</p> <p>Resolution: that this be noted</p> <p>b. To note all planning decisions received</p> <p>Resolution: that all planning decisions received be noted</p>																																								
FC/23/24	<p>Finance:</p> <p>a. To approve payment of invoices received</p> <table border="1" data-bbox="319 1478 1500 2016"> <thead> <tr> <th>Cost Centre</th> <th>Chq/ BACs</th> <th>Payee - description</th> <th>Income</th> <th>Expenditure</th> </tr> </thead> <tbody> <tr> <td>LAP</td> <td>403338</td> <td>SCE Plumbing & Heating Services - INV22-1875 gas safety insp</td> <td></td> <td>£ 55.00</td> </tr> <tr> <td>LAP</td> <td>403339</td> <td>Keybury Fire & Security - INV190321 extinguisher</td> <td></td> <td>£ 70.80</td> </tr> <tr> <td>Verge cutting</td> <td>403340</td> <td>NT Killingley INV 11796 (March)</td> <td></td> <td>£1,513.99</td> </tr> <tr> <td>LAP</td> <td>403341</td> <td>Mayfair Fire & Security - INV170470</td> <td></td> <td>£ 42.00</td> </tr> <tr> <td>LAP</td> <td>403341</td> <td>Mayfair Fire & Security - INV170355</td> <td></td> <td>£ 420.00</td> </tr> <tr> <td>Solar Farm grant</td> <td></td> <td>Towton Rangers</td> <td></td> <td>£ 855.00</td> </tr> <tr> <td>Jubilee</td> <td>403336</td> <td>Julian Hall 1st Aid - additional hour of cover</td> <td></td> <td>£32.50</td> </tr> </tbody> </table>	Cost Centre	Chq/ BACs	Payee - description	Income	Expenditure	LAP	403338	SCE Plumbing & Heating Services - INV22-1875 gas safety insp		£ 55.00	LAP	403339	Keybury Fire & Security - INV190321 extinguisher		£ 70.80	Verge cutting	403340	NT Killingley INV 11796 (March)		£1,513.99	LAP	403341	Mayfair Fire & Security - INV170470		£ 42.00	LAP	403341	Mayfair Fire & Security - INV170355		£ 420.00	Solar Farm grant		Towton Rangers		£ 855.00	Jubilee	403336	Julian Hall 1st Aid - additional hour of cover		£32.50
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		AMM Expenses - skips, petrol, mileage, PPE	£ 676.47
Jubilee	403337	Entertainers – 6 different acts	£ 1670.00
Jubilee	403348	Ian's Farm	£ 695.00
Jubilee	403351	T Atha - Funfair Queens Jubilee event for 5 rides	£2,500.00
Salaries	403353	MAY – includes AMM, Litter Picker, Locum RFO & final salary payments for DC and Clerk.	£4,308.09
Salaries	/52/56/57/54	Locum Remote Clerk - MAY NM	£
Training		Rialtis - Year end Closedown	£ 480.00
EPC		Mayfair Fire & Security - urgent repairs to the EPC alarm	£ 492.00
Audit		Internal Audit fee	
Salaries		HMRC - MAY 2022	
Salaries		NEST Pensions payments - MAY	
Admin	BACS	YLCA INV182-2223 ad Exec Off	£15.00
LAP	BACS	SDC - 1x Barnsley Bin, Milford Rd	£266.17
Streetlighting	BACS	NYCC - streetlighting maintenance 230004037	£47.64
LAP	BACS	Block and Secure - INV1023	
LAP	BACS	Bollard installation	£3,340.00
Jubilee	BACS	Chronicle Publications Ltd - INV19445 advert for full license	£151.20
Jubilee	BACS	White Force Security Ltd - INV0433 4x door supervisors	£1,420.80
Jubilee	BACS	Creative Shed Agency Ltd - INV-CS182904 jubilee safety signage	£18.00
LAP	BACS	UK Safety Management Ltd - PAT testing	£174.48
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LAP	BACS	UK Safety Management Ltd - PAT testing	£127.44
		NT Killingley INV (May)	£1,513.99
		Richard Lancaster - Site survey, tree assessment, safety report	£720.00
		Expenses-stamps Cllr Baumann	£21.05
		HMRC - June 2022	
		NEST Pensions payments - June	
		JUNE salaries – Litter Picker, AMM, Locum RFO, Locum Clerk	
Resolution: that the above be approved			
b. To note budget situation to date.			
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c. To approve bank reconciliation to date.			
<u>As of 31 May 2022</u>			
		Instant Access	£ 100,105.12
		95 Day Notice Account	£ 163,044.40

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FC/23/25	<p>SEPC Administration and Governance:</p> <p>a. To consider provision of ID badges/cards for all SEPC Councillors.</p> <p>Resolution: Cllr Brook to provide presentation for the next meeting. Unanimous.</p> <p>b. To receive an update on current staffing situation. The Locum Clerk is undertaking up to 15hours a week and believes this is manageable. The Locum Clerk is currently dealing with the inbox and preparing agendas and minutes for circulation. To consider applications/CVs re: Locum Clerk post.</p> <p>b. To consider SEPC Preferred Contractor list advertisement and application form. Resolution: that this be deferred to the next meeting of SEPC</p>												
FC/23/26	<p>SEPC Projects:</p> <p>a. To receive an update on Align Eversley Park Entrance and associated grant application and approve any further action required.</p>												

	<p>Cllr Baumann received comms from Align today and has completed the vast majority of the grant application form. The officers at SDC are happy to support with this process. Options for planning purposes have been approved, some changes to the drainage alignment. Comments from PROW team, with regard to the PROW which will need to be diverted during the works. £3,700-£6k for a diversion application. Royal Mail box needs chasing with Royal Mail.</p> <p>Resolution: reduce the wall height from 1.5m to 1m at the entrance to Eversley Park Centre. Unanimous.</p> <p>Resolution: to agree to pay the fee to Align for BT to do the design work for the new telegraph, up to £2,000 if the costs can be recouped through the grant. Unanimous.</p> <p><i>b. To consider correspondence received from Align re: drainage and development project at the Rugby club and approve any further action required.</i></p> <p>Can re-route the drainage, but it currently is not connected correctly to take the surface water away. There has been some agreement to match fund. If we want to fix the drainage issues there now, it will be a short term measure. The footpaths have not been aligned correctly to take surface water fall away from the building, the fall needs to go away from the building rather than towards. Suggest temporary fix on the drainage.</p> <p>Resolution: to approve the downpipe routing works proposed by Align and agree costs. Unanimous.</p>
FC/23/27	<p>Correspondence:</p> <p>a. To consider request from CAMpRA (motorhome owners) regarding motor home provision in Sherburn.</p> <p><i>b. To note list of correspondence circulated (not specifically dealt with on this agenda)</i></p> <p>Resolution: that this be noted</p>
FC/23/28	<p>Next ordinary meeting of Sherburn in Elmet Parish Council:</p> <p>a. To confirm date, time and venue for next meeting of SIE Parish Council</p> <p>Resolution: To confirm the details for the next Ordinary Meeting to be held on Monday 18th July 2022 at 7pm, Harry Mountain Room, Eversley Park Centre. Unanimous.</p>
FC/23/25	<p><i>The meeting was closed at 8.56pm. Press and public were requested to leave to move into confidential session.</i></p> <p>a. To consider applications/CVs re: Locum Clerk post.</p> <p>Proposal to move to confidential session for FC/23/25</p> <p>Resolved: that in view of the confidential nature of the business to be transacted under Section 1 of the Public Bodies (Admissions to meetings) Act 1960, the public and press be temporarily excluded from the meeting whilst matters pertaining to these items are discussed. Unanimous.</p> <p>Cllr Baumann to arrange a meeting with the Chairman and both Locum Clerks to discuss current project work and commitments.</p> <p>Resolution: to re-list the Locum Clerk position with YLCA asap and before the next meeting. Unanimous.</p> <p>Resolution: to agree to re-list the Executive Officer role if the Personnel Committee determine that there are no suitable applicants at their meeting on 23rd June 2022. Unanimous.</p>

The meeting closed at 9.06pm

Signed:

Date:

DRAFT