



OFFICIAL NOTICE OF A MEETING OF SHERBURN IN ELMET PARISH COUNCIL

Date: 21 January 2019

Time: 7pm

Location: The Harry Mountain Room Eversley Park Centre, Low Street, Sherburn in Elmet LS25 6BA

Present: Chair Cllr Doherty

Councillors: Cllrs Boyd, Brown, Buckle, Hunt, Lake, Packham, Platts, Prescott, Thwaite and Wake

Late Arrivals: Cllr Lake 7.03pm

Early Departures: None

Staff: Clerk and RFO

Also, in Attendance: 8 members of the public including, County Councillor Hobson, 1 Police representative and 1 Press Officer

<p>FC/19/01 ITEM 1.</p>	<p>To receive Apologies for inability to attend the meeting</p> <p>Apologies were received and accepted from Cllr Devers.</p>
<p>FC/19/02 ITEM 2.</p>	<p>To receive Declarations of Disclosable Pecuniary Interest (not previously declared) on any matters of business and to consider any written requests for dispensation.</p> <p>Cllr Doherty as a member of the Community Trust Cllr Buckle as a member of the Teasel Trust Cllr Packham as a Governor of the High School a Member of Sherburn Visiting Scheme the Community Trust as his wife is a member there. Cllr Thwaite as a member of Sherburn White Rose Sports Association Cllr Wake as a member of the Community Trust</p>
<p>FC/19/03 ITEM 3.</p>	<p>a) Public Speaking Session</p> <p>i) A member of the public spoke about the youths in the village, and how they feel they have no where to go. Reference was also made to the police. Questions ensued on whether there was any funding for youth provision, and whether there was any progress on the search for a venue.</p> <p>ii) A representative from the Police responded, introducing herself as she is new to this job. She also informed those present that there is a new Inspector who is also very passionate about this Sherburn in Elmet. She mentioned that she has also been chatting to the youths at the library, stressing her commitment and willingness to work hard for this area.</p> <p>iii) A member of the public then thanked the parish council for their help in getting the correct speed limit signage in the village. He went on to raise the fact that there are several lamps on the new estate that are not lit, nor do they have numbers. Another resident noted that he, along with the County Councillor, were in discussions with the County Council over this and other matters concerning the new estate.</p>

	<p>b) Verbal reports from other organisations / Police/ County / District Councillors</p> <p>County Councillor Hobson brought members up to speed on a number of items; works to the lighting is due to be completed in February, while works to the bollards and dropped kerbs is scheduled to be completed in February or March.</p> <p>London Road to South Milford has now been cleaned.</p> <p>The link road to Saxton Way; is being built up for the new development, and it is hoped that this will be finished in March.</p> <p>Persimmon and Redrow, are due to start the 3 week pile drive soon, and we are told they will inform the parish when the work will start and how long it will go on.</p> <p>Pinfold, the mud on the road will be cleared off at the end of every day.</p> <p>Countryside properties wanted to go through Hodgsons Lane, but this will put pressure on Finkle Hill. There are rumours the work will start at 7am, but Environmental Health have advised 8am.</p> <p>NYCC are updating their policy on portable speed signs, (V.A.S), another option is to purchase signs.</p> <p>The gritting schedule by NYCC is discussed each September, we have a good argument for putting New Lane forward, the County Councillor asked for everyone's help in putting this road forward.</p> <p>The Police representative informed members that following up on the Fairways, the Police have planned a meeting with local residents and the youths. It is seen as a positive move and one that will hopefully address any problems.</p>
<p>FC/19/04 ITEM 4.</p>	<p>Minutes of the last meeting held on Monday 17 December 2018, to approve as a correct record and signed by the Chair</p> <p>RESOLVED: - that the Minutes of the meeting held on 17 December 2018 be approved as a correct record and signed by the Chairman. Unanimous</p>
	<p>4 members of the public left the meeting at this point</p>
	<p>b) Verbal reports from other organisations / Police/ County / District Councillors</p> <p>Cllr Packham reported that the Chief Executive and Officers from Selby District Council had visited Sherburn in Elmet to update members on the Village Improvements. A few places they visited were named as the Old Girl's School, Harold Mills Centre, Sweet Finkle and Fields. They were very impressed that there are no empty shops.</p> <p>A query was raised over whether the Harold Mills Centre could be used as a Youth Facility.</p> <p>The budget at Selby was also mentioned and reported that the District Councillors will report on it at the next parish meeting.</p>
<p>FC/19/05 Item 5.</p>	<p>Items remaining from previous meetings</p> <p>i) To consider organising an event for the UCI World Championship.</p> <p>A proposal to set up a working group to carry this forward was made, but not seconded.</p> <p>A suggestion followed to use the present Village Centre Working Group and extend their remit. The group would invite members of the council to join, along with representatives from organisations and members of the public.</p> <p>ii) To consider the Draft Media Policy.</p> <p>Cllr Buckle reported that Selby District Council were quite happy with the suggested policy. It was suggested that the draft policy be re-circulated and adopted at the next council meeting.</p>

<p>iii) To consider the Air Quality Management Assessment.</p> <p>The Chair and Cllr Platts guided members through the figures circulated previously by Selby District Council, although it was noted that these figures do not measure particulates. Queries were raised over when the monitoring is carried out, i.e. is the monitoring continuous, or carried out at specific times, why particulates are not measured, and whether there are plans to extend the monitoring in view of the growth of the parish, and plans to include particulates.</p> <p>One member of the public returned to the meeting at this point.</p> <p>iv) To consider the security of the office: -</p> <p>a) quotes for blinds for the parish office</p> <p>RESOLVED: - that the council accepts the quote from company number one, providing the blinds are made with fire retardant fabric, if they are not, the council accepts the quote from company number two. Unanimous</p> <p>v) To consider the library garden project grant application identified by the LAP committee : -</p> <p>a) providing pc funding of 30% for the grant application. b) entering in to an agreement with a community organisation to progress the project.</p> <p>RESOLVED: - that the council i) provides funding of 30% for this project which equates to a maximum of £7,550. ii) provides a maintenance and sustainability plan, along with any applications that are required are drafted by the parish council. Nemcon</p> <p>vi) To consider Cllr Wake joining Committees of the Parish Council.</p> <p>Cllr Wake advised that he had interests in planning, personnel and finance committees.</p> <p>RESOLVED: - that Cllr Wake be accepted on to the Finance, Personnel and Planning. Nemcon</p> <p>vii) To consider the station upgrade for Sherburn in Elmet</p> <p>Cllr Buckle and Platts advised that Sherburn in Elmet is the only station that has not had an upgrade. It was noted how difficult and expensive it is to get from Sherburn in Elmet to Leeds.</p> <p>RESOLVED: - that the council contacts Northern Rail to ask :-</p> <p>i) when Sherburn in Elmet Station will have an upgrade, ii) for an explanation of the bizarre pricing system – for example see below :- Sherburn to Leeds costs £15.70 return – Church Fenton to Leeds costs £5.60 Sherburn to Bradford costs £25.10 – Church Fenton to Bradford costs £13.00</p> <p>A copy of the correspondence is also to go to SADRUG (Selby and District Rail Users Group)</p> <p>viii) Email from the Chair of the Community Association re the future of the Informer</p> <p>The Chair proposed to take both 5.viii) and 5.ix together as he felt both are community publications. The Chair reminded members that they had resolved to make an annual grant of £1,000 for a 3-year period for the production of the Informer. Since then, the Community Association have informed the council that they feel they can no longer produce the Informer.</p> <p>The Chair proposed the parish council consider funding the production of the Informer, with the Community Trust being the vehicle. He suggested an 8-page bi-monthly topical magazine with relevant news. He suggested the Community Development Manager be responsible for the</p>

	<p>compilation of the Informer, with the Parish Council funding the production. They have estimated that each edition of the Informer will be an additional 4 hours work.</p> <p>ix) to consider the Welcome to Sherburn booklet</p> <p>Cllr Buckle reminded members that the Welcome to Sherburn booklet would be 32 pages of pure content, information about Sherburn in Elmet. He mentioned that that he had sight of a draft copy, and that was very professionally presented. A distribution company will be paid to deliver the copies to residents.</p> <p>The Chair advised that for voting purposes the two items above would be split.</p> <p>ix) to consider the Welcome to Sherburn booklet</p> <p>RESOLVED: - that subject to confirmation from the Community Trust agreeing to be the umbrella organisation, the Parish Council agree to pay up to £1,500 for the production of the Welcome to Sherburn Booklet.</p> <p>viii) Email from the Chair of the Community Association re the future of the Informer</p> <p>RESOLVED: - that the Parish Council fund the production cost of the parish led magazine the Informer, up to a maximum of £2,000, this magazine will be an all-news magazine, with no adverts.</p> <p>xi) Sherburn High School Sports Development</p> <p>Cllr Packham advised members that he had been in meetings to discuss the rebuilding of the High School sports hall. There is the potential for a larger all-encompassing sports hall to be built on the site, as the present one is considered too small for many sports. Officers at Selby have advised that before this can be considered, we need an idea of whether there is actually the demand. In 2013 a feasibility study was undertaken – this needs to be updated. Cllr Packham suggested that Sherburn Parish Council fund a feasibility study and this is followed with a grant application.</p> <p>RESOLVED: - that the Parish Council fund up to a maximum of £3,000 for a feasibility study, and that this is followed with a grant application. Unanimous</p>
<p>FC/19/06 ITEM 6.</p>	<p>a) To consider CORRESPONDENCE and formulate a response</p> <p>i) Email from YLCA re section 137 Limit for 2018-2019</p> <p>RESOLVED: - To receive and note. Unanimous</p> <p>ii) Email from Chair of Community Trust re CCTV provision in the Library</p> <p>RESOLVED: - To receive and note. Unanimous</p>
	<p>b) To receive and note correspondence</p> <p>i) White Rose Update</p> <p>RESOLVED: - To receive and note. Unanimous</p>
<p>FC/19/07 ITEM 7.</p>	<p>REPORTS FROM THE CLERK</p> <p>i) To approve the Schedule of Accounts</p>

Payable to	Amount ex VAT	VAT	Final Total	Description / Notes
FDP Architectural	265.00		265.00	Plans for Rugby Club (Option b)
D3 Office Group	204.26	40.85	245.11	office chair
Eastern Counties Fire Protection	178.68	35.73	214.41	Fire check Rugby club
Eastern Counties Fire Protection	582.10	116.42	698.52	Fire check EPC
Beacon Construction	2,345.62	469.12	2,814.74	Ramp at White Rose
Beacon Construction	771.06	154.21	925.27	Fire door repairs
Beacon Construction	5,000.00	1,000.00	6,000.00	Fascias White Rose
Yorkshire Water	134.36		134.36	Finkle Hill
Yorkshire Water	131.62		131.62	White Rose
Yorkshire Water	25.38		25.38	Rugby Club
Yorkshire Water	238.36		238.36	EPC
Shed Grounds Maintenance	1,029.92	205.98	1,235.90	grass cutting
Yorkshire Internal Audit	250.00		250.00	first internal audit visit
Mrs N. Smith	10.33		10.33	cable ties and year planner
Sherburn Community Assoc	150.00		150.00	Sponsorship of Sherburn in Bloom
Gardens by David	993.00		993.00	EP/Spinney/gen/fairway
Mayfair Security	4,912.50	982.50	5,895.00	Deposit on CCTV
D3 Office Group	240.68	48.13	288.81	chair/office supplies
Totals	17,462.87	3,052.94	20,515.81	

RESOLVED: - To approve the list of payments totalling £20,515.81. Unanimous

Council asked LAP to look in to the payment of the fire extinguishers to Eastern Counties, in respect of the Eversley Park Centre.

ii) To consider the date of the Annual Meeting of the Council
(see WRU December which states the meeting must take place between 8 – 23 May 2019)

RESOLVED: - That the Annual Council Meeting is to be held on 20 May 2019, which is within the advised dates. Unanimous

**FC/19/08
ITEM 8.**

REPORTS FROM COMMITTEES AND WORKING GROUPS

a) FINANCE

i) To receive and note the minutes of the meeting held 14 January 2019

RESOLVED: - To receive and note. Unanimous

	<p>ii) To consider the following recommendations from the committee: -</p> <p>a) Terms of Reference be adopted</p> <p>RESOLVED: - That following the amendment of between 5 – 8 members on the committee, the draft Terms of Reference be adopted.</p> <p>It was suggested that an adoption date is included in the footer and that this document is reviewed next council year.</p> <p>b) That the seating at the Library Garden be moved to the Fairways.</p> <p>An amendment was suggested in that council only move one of the library seats now.</p> <p>RESOLVED: - That i) council agree to move one seat now, and that the other later. ii) delegated authority is given to the Clerk and RFO for the moving. Unanimous</p> <p>c) The RFO had also received an updated quote for the dropped kerbs, and it was suggested that this be moved to confidential session at the end of the meeting.</p>
	<p>b) PLANNING</p> <p>i) To receive and note the minutes of the meeting held 17 December 2018</p> <p>RESOLVED: - To receive and note. Unanimous</p>
	<p>c) LAND AND PREMISES</p> <p>i) To receive and note the minutes of the meeting held 2 January 2019</p> <p>RESOLVED: - To receive and note. Unanimous</p> <p>ii) To consider recommendations from the committee</p> <p>a) that council invite the experts to do a feasibility study of all our assets to see where we can use renewable energy, and advise what renewable energy can they recommend.</p> <p>RESOLVED: - that council seek a grant for a feasibility study of all our assets to see where we can use renewable energy, and what renewable energy can they recommend. Unanimous</p>
	<p>d) PERSONNEL / TRAINING</p> <p>i) To consider any training requests following circulated training events Training YLCA sessions / courses.</p> <p>The Clerk advised that she had seen a Play Area Inspection course advertised and thought that this would be useful to attend. Cllr Thwaite would also like to attend one of the sessions advertised.</p> <p>RESOLVED: - That the council approve the Clerk and Cllr Thwaite attending one of the training venues. Unanimous</p>
	<p>e) Report from Community Development Manager</p> <p>i) Report dated 1-31 December 2018</p> <p>RESOLVED: - To receive and note</p>
<p>FC/19/09 ITEM 9.</p>	<p>MOTIONS FROM MEMBERS</p> <p>None</p>

<p>FC/19/10 ITEM 10.</p>	<p>INFORMATION EXCHANGE</p> <p>Cllr Platts asked whether 'Period Poverty' (Sanitary Products) could be an item on the next agenda.</p> <p>Cllr Packham asked if agendas can be sent to all councillors; as they are entitled to attend meetings.</p> <p>Cllr Buckle informed members of florescent signage, 'Dark nights, double the dog pooh', by Keep Britain Tidy. He mentioned that he would send information to the clerk so this can be an item at the next meeting.</p> <p>The Clerk advised that the work for the dropped kerb would start on 22 January 2019.</p> <p>The Clerk reminded members that the Parish Council website would be out of action for a short while on 23 January 2019 as advised by the webmaster.</p> <p>The Clerk informed members that the work to the office lights was scheduled to be done on 24 January 2019.</p> <p>The Clerk mentioned that letters had been sent to the 3 schools in Sherburn in Elmet inviting them to take part in a competition to draw a poster for our Smoke Free play areas.</p> <p>The Clerk advised that together with the chairman, she had viewed figures for a new broadband connection and phone line, and that this work was imminent.</p>
	<p>The Chair moved to take the item deferred to the end of the meeting in confidential session.</p>
<p>FC/19/08 ITEM 8.</p>	<p>REPORTS FROM COMMITTEES AND WORKING GROUPS</p> <p>a) FINANCE ii) c)</p> <p>RESOLVED: - That in view of the confidential nature of the business to be transacted re ITEM 8a, pertaining to quotations and contracts, the item be dealt with in private session and, subject to the provisions of Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 (as amended), the meeting be not open to members of the public</p> <p>The RFO advised members that the contractor has advised using a complete slab instead of 2 strips up in to the park, to stop the ground becoming damaged.</p> <p>RESOLVED: - That the council approve use of a slab and agree a payment of a maximum of £2,000.</p>

Meeting finished at 9.02pm

Minutes signed

As a correct record of the meeting by the Chair of the Committee

Date

These minutes were prepared by the Clerk to the Council