

STOCKTON-ON-THE-FOREST PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD IN THE VILLAGE HALL ON WEDNESDAY 25 JANUARY 2017 AT 7.30PM

Councillors Present: John Coldwell (JC) Russell Dowson (RDM)
Rosie Dunn (RDF) Allan Piper (AP)
Ken Sawyers (KS) Chris Small (CS)

In Attendance: Fiona Hill (FH) – Parish Clerk

Public Present: 0

17/113 To accept apologies for absence:
Parish Cllr David Crossley (DC)

17/114 To record declarations of interest in items on the agenda:
None

17/115 To confirm the minutes of the Meeting held on Wednesday 21 December 2016:
These Minutes were unanimously approved

17/116 To discuss matters arising from previous minutes:
None

17/117 To discuss long-standing matters:

- a. Appearance of the parish e.g. grass cutting/litter
Dog poo was a problem on Sowray's Trod, so FH was asked to obtain some signage from CYC
- b. Light between church and public house
Michael Kitchen, Adoptions Engineer, CYC had emailed (06Dec16) – "I understand from the consultant acting for the developer that a tender will be issued by the end of the month to select a contractor for the highway works in the main road, including the provision of additional street lighting columns. Given the nature of the works and to minimise disruption, I would imagine that the work will be planned to be completed during the half term break in February 2017". This was sent to the Parish Council via Liam Dennis, CYC who attended the previous meeting.
- c. Yorkshire Marathon
NTR
- d. City of York Local Plan
NTR

e. Barr Lane Proposed Closure

NTR

f. Notice board repair/replacement

FH had received a number of quotes, which she had circulated to Cllrs via email. It was unanimously agreed to accept the quote from Malcom Lane & Son Limited. A 1200mm Recycled Plastic Notice Board £995.00, Optional headboard £150.00 and delivery £75.00. All prices are plus VAT. Delivery would be in parish with KS. JC/KS would install.

g. Stone Riggs parking

Cllrs had seen a copy of the consultation document and responses, without identifying information. Whilst disappointed that the scheme would not go ahead, it accepted that this was not fully supported.

17/118 To receive any matters raised by members of public:

None

17/119 To report and make relevant recommendations on new planning applications:

1. 16/02125/TCNOT BT – Proposed Removal of public payphone outside The Fox
CYC had written to confirm that the draft decision is to object to the removal, as local consultation highlighted very poor mobile phone signals in the village

17/120 To report planning decisions by City of York Council:

None

17/121 To receive reports from representatives of following outside bodies:

a. Footpaths

NTR

b. Foss (2008) Internal Drainage Board

NTR

c. North Yorkshire Police, Safer York Partnership

NTR

17/122 To discuss the Stockton-on-the-Forest Play Area:

JC had inspected the play area last month, and DC would inspect it next month. JC reported that the grass was long, but there was no litter. There were some issues highlighted, which the Cllrs would consider at the next meeting:

- Large tree branch at 25 Gay Meadows (FH would report to Yorkshire Housing)

- Damage to matting at big swings

- Cracked rubbers on cradle swings

- Tatty net on goal (DC would purchase some cable ties for repairing)

- Worn grass in front of artificial surface at goal (KS would fill with sand)
- Old Planter – Cllrs to think of ways to use this, maybe as seating
- Boundary Fencing – some now damaged/missing

17/123 To report any new correspondence received by the council:

1. Stockton-on-the-Forest Scout Group – Grant Request

Cllrs discussed this application and FH was asked to request quotations from the applicant for the required works.

17/124 To receive matters raised by members:

- Cyclist were damaging the grass either side of the barriers at the Snicket and a parishioner had asked of the barrier could be extended towards the hedge. Cllrs would take a look

17/125 To discuss matters raised by Parish Clerk/Responsible Financial Officer:

1. Bookkeeping records for the year ending 31Mar16 to date

These were circulated around Cllrs

2. Internal Control Checks

These were deferred until the next meeting

3. Budget/Precept/Reserves

FH had drafted a budget for the next meeting. FH had circulated a YLCA template reserves policy.

4. Matters raised by/with Yorkshire Local Councils Association (YLCA)

4.1 Legitimate copying of planning applications

Simon Glazier, Principle Development Management Officer, CYC had emailed (10Nov16) “I can confirm that City of York Council gives universal permission for parish councils within its administrative area to make copies of all planning applications in accordance with the advice set out in the email” FH would keep this email along with the email from YLCA on file.

5. Matters raised by/with City of York Council

5.1 Rights of Way (ROW)

FH reported that any ROW not on the Definitive Map are to be distinguished. A paper copy of the map had been ordered from Alison Newbould, CYC and it would be ready in January 2017.

6. To approve the following invoices for payments

7.1	Fiona Hill	Clerks Salary	£258.65	101125
7.2	HMRC	PAYE	£193.80	101126

17/126 To confirm the dates of the future meeting(s) on Wednesday at 7.30 p.m. in the village hall as:

25 January 2017	22 February 2017	29 March 2017
26 April 2017	31 May 2017	28 June 2017
26 July 2017	30 August 2017	27 September 2017
25 October 2017	29 November 2017	20 December 2017

The Pensions Regulator - Duties Checker		
Stockton-on-the-Forest Parish Council is an employer who has to provide a pension		
Their Staging Date is 01 January 2016		
What you need to do and by when:		
1. Confirm who to contact - Done		
FH has exchanged emails with The Pensions Regulator to advise them that both the Primary Contact and the Secondary Contact is Fiona Hill		
2. Choose a pension scheme - Done		
The Parish Council have enroled with Now Pensions Trustee Ltd, 164 Bishopgate, London, EC2M 4LX with assistance from Ardent IFA Ltd, 80 Clifton, York, YO30 6BA. Tel: 01904 655330. Email: hello@ardentuk.com		
Type of pension scheme:	Occupational	
Employer pension scheme reference (EPSR):	1D81	
Pension scheme registry number (PSR):		12005124
3. Work out who to put into a pension - Done		
The Parish Clerk is an Entitled Employee and the Employer is not required to automatically enrol them into the workplace pension scheme. The Employee is entitled to join the scheme, but the Employer does won't have to contribute.		
4. Write to your staff - Done		
Parish Clerk fully informed		
5. Declare your compliance - Done		
Confirmation letter received 20May16		