

**STOCKTON-ON-THE-FOREST PARISH COUNCIL**

**MINUTES OF THE PARISH COUNCIL MEETING HELD IN THE VILLAGE HALL  
ON WEDNESDAY 27 JANUARY 2016 AT 7.30PM**

**Councillors Present:** John Coldwell (JC) David Crossley (DC)  
Russell Dowson (RDM) Allan Piper (AP)  
Ken Sawyers (KS)

**In Attendance:** Fiona Hill (FH) - Parish Clerk

**Public Present:** 0

**16/118 To accept apologies for absence:**  
Parish Councillor Rosie Dunn (RDF)  
CYC Ward Cllr Paul Doughty

**16/119 To record declarations of interest in items on the agenda:**  
None

**16/120 To confirm the minutes of the Meeting held on Wednesday 16 December 2015:**  
These Minutes were approved unanimously, proposed RDM, seconded JC.

**16/121 To discuss matters arising from previous minutes:**

- a. Appearance of the parish e.g. grass cutting/litter  
DC would raise the issue of litter around the seat near the hospital at the next liaison meeting. FH would contact Highways/Yorkshire Housing about the possibility of parking bays on the large grass areas around Stone Riggs. DC would speak to Jacksons about the damaged verge near there entrance
- b. Light between church and public house  
The safety of this junction was now a serious concern to the Parish Council. FH was asked to write to CYC asking them to separate to two issues of the developers unfinished works and the traffic calming works outside the school, as the Parish Council felt the traffic calming works should go ahead without further delay.
- c. Yorkshire Marathon/Tour De Yorkshire - NTR
- d. City of York Local Plan - NTR
- e. Barr Lane Proposed Closure - NTR

**16/122 To receive any matters raised by members of public:**  
None

**16/123 To report and make relevant recommendations on new planning applications:**  
None

- 16/124 To report planning decisions by City of York Council:**  
None
- 16/125 To receive reports from representatives of following outside bodies:**  
 a. Footpaths  
 The Parish Council reported that a very good job had been done of the cutting back along Carr Banks Lane. The Parish Council would monitor the messy ditch clearing along Blacksmiths Lane. The gulley cleaner had been in the village today.  
 b. Foss (2008) Internal Drainage Board  
 DC reported there had been a meeting recently but nothing relevant to the parish.
- 16/126 To discuss the Stockton-on-the-Forest Play Area:**  
 DC had done the checks last month and AP would do the checks next month.  
 FH would chase up, again, Yorkshire Housing to look at the trees  
 FH would request a quote from Aspects Horticultural for cutting back the hedge to the right of the gate. It was unanimously agreed that up to £75.00 the go ahead could be given.  
 FH would contact Danby's about timber treating the equipment.
- 16/127 To report any new correspondence received by the council:**  
None
- 16/128 To receive matters raised by members:**  
 Cllrs were concerned about the increase of doo poo on footpaths and verges especially a round Stone Riggs and King Moor Lane. FH would contact CYC about signage. This matter would be included in the Parish Council article in the next newsletter.
- 16/129 To discuss matters raised by Parish Clerk/Responsible Financial Officer:**  
 1. Bookkeeping records for the year ending 31Mar16 to date  
 FH circulated copies around Cllrs  
 2. Internal Control Checks  
 The monthly checks were conducted and everything found to be in order.  
 3. Work Place Pensions  
 NTR  
 4. Budget/Precept 2016/2017  
 The Parish Council unanimously agreed a precept of £7300.00 and an expenditure budget totalling £6591.94, proposed: RDM, seconded: JC  
 5. Matters raised by/with Yorkshire Local Councils Association (YLCA)  
 5.1 Changes to the External Audit regime  
 The Parish Council unanimously agreed to remain "Opted In" to the SAAA SLB audit regime  
 5.2 Increase to membership subscription fees 2016/2016  
 The Parish Council noted the content of this letter

6. To approve the following invoices for payments

6.1	Fiona Hill	Clerks Salary	£256.05	101090
6.2	HMRC	PAYE	£192.00	101091
6.3	Mr Craggs	Offer Accepted	£200.00	101092

**16/130 To confirm the dates of the future meeting(s) on Wednesday at 7.30 p.m. in the village hall as:**

24 February 2016	30 March 2016**	
27 April 2016	25 May 2016	29 June 2016
27 July 2016	31 August 2016	28 September 2016
26 October 2016	30 November 2016	21 December 2016

\*\* FH reminded Cllrs that she planned to be away at this meeting

## 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 with assistance from Ardent IFA Ltd, 80 Clifton, York, YO30 6BA. Tel: 01904 655330. Email: hello@ardentuk.com

3. Work out who to put into a pension - To Do

This must be done on the Staging Date

4. Write to your staff - To Do

This must be done within six weeks after the Staging Date

5. Declare your compliance - To Do

This must be done within five months after the Staging Date