

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

**MINUTES OF THE PARISH COUNCIL MEETING HELD IN THE VILLAGE HALL  
ON WEDNESDAY 30 MARCH 2016 AT 7.30PM**

**Councillors Present:** John Coldwell (JC) David Crossley (DC)  
Russell Dowson (RDM) Rosie Dunn (RDF)  
Ken Sawyers (KS) Chris Small (CS)

**In Attendance:** 0

**Public Present:** 0

**16/144 To accept apologies for absence:**

Parish Councillor Allan Piper (AP)  
Fiona Hill (FH) - Parish Clerk  
CYC Ward Cllrs Paul Doughty (PD) and Helen Douglas (HD)

**16/145 To record declarations of interest in items on the agenda:**

None

**16/146 To confirm the minutes of the Meeting held on Wednesday 24 February 2016:**

These Minutes were approved unanimously, proposed DC, seconded RDM.

**16/147 To discuss matters arising from previous minutes:**

- a. Appearance of the parish e.g. grass cutting/litter  
PD advised that there was £20,000 of Ward Highways funding that the Parish Council may consider applying for towards the Stone Riggs parking area, but CYC would have to consult with residents first.
- b. Light between church and public house  
FH was requested to contact Julian Sturdy and the School Governors about the road marking, which are still missing from outside the school.
- c. Yorkshire Marathon/Tour De Yorkshire - NTR
- d. City of York Local Plan - NTR
- e. Barr Lane Proposed Closure - NTR

**16/148 To receive any matters raised by members of public:**

- Complaints had been received about dog fouling and cycling along The Snicket next to the shop. DC will keep a watching brief.
- Complaints had been received about grass verges been damaged by buses and lorries.

**16/149 To report and make relevant recommendations on new planning applications:**

1. 16/00685/FUL – Carlton Cottage, Old Carlton Farm  
Letter B Proposed: RDM Seconded: JC Unanimous

- 16/150 To report planning decisions by City of York Council:**  
None
- 16/151 To receive reports from representatives of following outside bodies:**  
a. Footpaths  
The Parish Council is still awaiting the invoice for hedge cutting  
b. Foss (2008) Internal Drainage Board  
NTR
- 16/152 To discuss the Stockton-on-the-Forest Play Area:**  
KS had done the checks last month and CS would do the checks next month.  
The closing mechanism on the gates need fixing.  
No response received to letter sent to resident regarding boundary fence.  
Still awaiting a response from Playscheme regarding the cleaning of play equipment.
- 16/153 To report any new correspondence received by the council:**  
1. CYC – Request for waiting restriction (yellow lines) – De Mauley Place  
The Parish Council have discussed this at length and feel that yellow lines will be unwelcome urbanization of this area.  
The Parish Council feel more investigation should take place to find out who is doing the offensive parking and steps taken to address this directly with these persons.  
2. HM Queen Elizabeth II 90<sup>th</sup> Birthday Commemorative Medal  
Sent information to school, as it was felt it would be too difficult for the Parish Council to arrange.
- 16/154 To receive matters raised by members:**  
None
- 16/155 To discuss matters raised by Parish Clerk/Responsible Financial Officer:**  
1. Bookkeeping records for the year ending 31Mar16 to date  
Due to the absence of FH, this item was deferred until the next meeting.  
2. Internal Control Checks  
Due to the absence of FH, this item was deferred until the next meeting.  
3. Work Place Pensions  
Due to the absence of FH, this item was deferred until the next meeting  
4. Matters raised by/with Yorkshire Local Councils Association (YLCA)  
The Parish Council unanimously agreed to pay one seventh (£16.43) of the course fee (£115), which the clerk wished to attend in April 2016.  
6. To approve the following invoices for payments
- |     |                      |                         |         |        |
|-----|----------------------|-------------------------|---------|--------|
| 6.1 | Fiona Hill           | Clerks Salary           | £256.05 | 101098 |
| 6.2 | Aspects Horticulture | Play Area Grass Cutting | £72.00  | 101099 |

**16/156 To confirm the dates of the future meeting(s) on Wednesday at 7.30 p.m. in the village hall as:**

27 April 2016 – preceded by the Annual Parish Meeting

25 May 2016 – preceded by the Annual Parish Council Meeting

29 June 2016

27 July 2016

31 August 2016

28 September 2016

26 October 2016

30 November 2016

21 December 2016

## 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