

STOCKTON-ON-THE-FOREST PARISH COUNCIL

**MINUTES OF THE PARISH COUNCIL MEETING HELD IN THE VILLAGE HALL
ON WEDNESDAY 28 SEPTEMBER 2016 AT 7.30PM**

Councillors Present: David Crossley (DC) 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: 2

17/57 To accept apologies for absence:

CYC Ward Cllrs Paul Doughty (PD) and Helen Douglas (HD)

17/58 To record declarations of interest in items on the agenda:

None

17/59 To confirm the minutes of the Meeting held on Wednesday 31 August 2016:

These Minutes were unanimously approved

17/60 To discuss matters arising from previous minutes:

PD had emailed to advise that the Stone Riggs Parking Consultation letter/leaflet had been prepared and was to be printed shortly. PD/HD would hand deliver.

17/61 To discuss long-standing matters:

a. Appearance of the parish e.g. grass cutting/litter

The grass had been cut, but not well, so FH would advise CYC. FH would ask for the trees around the 30MPH signs to be cut back.

b. Light between church and public house -NTR

c. Yorkshire Marathon

FH would write to organisers to remind them about Hopgrove Lane South carparking issues

d. City of York Local Plan - NTR

e. Barr Lane Proposed Closure – NTR

17/62 To receive any matters raised by members of public:

None

- 17/63 To report and make relevant recommendations on new planning applications:**
 1. 16/02125/TCNOT BT Phone Box – Proposed Removal
 FH was asked to write as follows – “The Parish Council would be very concerned if the BT Phone Box was removed, as the mobile signal is very poor within the village. Should an emergency arise, this is an option available to everyone, for contacting the necessary services”.
- 17/64 To report planning decisions by City of York Council:**
 None
- 17/65 To receive reports from representatives of following outside bodies:**
 a. Footpaths
 JC had written a report, along with photos and plans, which FH would forward to CYC Rights of Way Dept seeking assistance with repairs. Dog Mess was an issue along Beanland Lane and Carr Bank Lane.
 b. Foss (2008) Internal Drainage Board
 DC reported that the board had refused consent to discharge treated foul water at Larch House, Sandy Lane
 - North Yorkshire Police, Safer York Partnership had emailed a report for the previous month, which it was hoped they would continue to do each month
- 17/66 To discuss the Stockton-on-the-Forest Play Area:**
 AP had conducted the checks last month and KS would conduct the checks next month. Liam Dennis, Community Involvement Officer, City of York Council had been expected, but had not turned up. Members of public present gave a clear picture of the problems they were experiencing. RDF would report this via 101 and FH would contact North Yorkshire Police Safer York. Members of the public were advised not to approach or photograph any youths on the play are, but to keep a diary and keep the Parish Council up to date with events. DC would remove the damaged picnic table.
- 17/67 To report any new correspondence received by the council:**
 None
- 17/68 To receive matters raised by members:**
 - Cllrs discussed the recent incident involving a van and a child outside the school
- 17/69 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
 Parish Councillors conducted the checks this month
 3. Internal Audit
 3.1 Risk Management - FH reported that this was still WIP
 3.2 Information Commissioners Office - FH reported that she had chased up a response

4. Work Place Pensions

NTR, can now remove

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

5.1 Reserves Policy

A YLCA template had been circulated by email and could be discussed when dealing with budget and precept

6. To approve the following invoices for payments

6.1	Fiona Hill	Clerks Salary	£258.65	101117
6.2	Aspects	Play Area Grass Cutting	£141.64	101118

17/70 To confirm the dates of the future meeting(s) on Wednesday at 7.30 p.m. in the village hall as:

26 October 2016	30 November 2016	21 December 2016
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 meeting closed at 2150 hrs

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	