

STOCKTON-ON-THE-FOREST PARISH COUNCIL

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

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

In Attendance: Fiona Hill (FH) - Parish Clerk
Liam Dennis (LD), CYC Community Involvement Officer

Public Present: 0

17/85 To accept apologies for absence:

Parish Cllrs David Crossley (DC) and Allan Piper (AP)
CYC Ward Cllrs Paul Doughty (PD) and Helen Douglas (HD)

17/86 To record declarations of interest in items on the agenda:

None

17/87 To confirm the minutes of the Meeting held on Wednesday 26 October 2016:

These Minutes were unanimously approved

17/88 To discuss matters arising from previous minutes:

None

17/89 To discuss long-standing matters:

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

LD would report that the signs at HLS were still overgrown. FH was asked to write to Deans Garden Centre asking them for assistance to repair/replace the damaged bench on Stone Riggs. LD would report speeding in the parish.

b. Light between church and public house

LD would try and find out what was happening with this matter

c. Yorkshire Marathon

NTR

d. City of York Local Plan

NTR

e. Barr Lane Proposed Closure

NTR

f. Notice board repair/replacement

CS had obtained a quote from a local supplier and FH was asked to try obtain at least two more

g. Stone Riggs parking

LD reported that this would not go ahead due to a number of negative responses, which was a disappointment to Cllrs. LD would forward a copy of the consultation document and responses, without identifying information.

17/90 To receive any matters raised by members of public:

None

17/91 To report and make relevant recommendations on new planning applications:

1. 16/02096/FUL Stockton Hall Hospital

The Parish Council unanimously agreed No Objections

2. 16/02413/FUL Laurel House

The Parish Council unanimously agreed they Object to this application due to the adverse impact on the neighbouring property, Stockton Grange, which is Grade Two Listed

3. 16/02439/FUL The Highwayman, Malton Road

The Parish Council unanimously agreed No Objections

2. 16/02604/FUL Carlton Cottage, Old Carlton Farm, Warhill

The Parish Council unanimously agreed No Objections

17/92 To report planning decisions by City of York Council:

None

17/93 To receive reports from representatives of following outside bodies:

a. Footpaths

FH would forward footpath review to Ward Cllrs with a view to speeding up a response from the CYC ROW Dept.

b. Foss (2008) Internal Drainage Board

NTR

c. North Yorkshire Police, Safer York Partnership

NTR

17/94 To discuss the Stockton-on-the-Forest Play Area:

LD discussed various issues and options with the Parish Council and it was agreed that the Parish Council would keep a watching brief for the moment, as all was currently quiet. CS had inspected the play area weekly during the last month and apart from a little litter, everything was OK. JC would inspect the play area next month. RDF was currently storing the monkey bars. RDF would back fill the holes left by the picnic table. FH had circulated the ROSPA report by email.

17/95 To report any new correspondence received by the council:

- CYC, Sandy Lane, Proposed 40MPH

Cllrs noted receipt of letter dated 24Nov16 from Alistair Briggs, Network Management, CYC and they unanimously agreed they had No Objections

17/96 To receive matters raised by members:
 - RDF/KS reported that recent fly-tipping on Barr Lane was cleared very quickly after reporting

17/97 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. Internal/External Audit
 FH reported that the Risk Management reported were now finalised and on file.
4. Budget/Precept/Reserves
 FH would draft the budget for the next meeting. FH had circulated a YLCA template reserves policy
5. Matters raised by/with Yorkshire Local Councils Association (YLCA)
 - 5.1 Recording at Meeting Policy
 The YLCA template policy was adopted.
 6. Matters raised by/with City of York Council
 - 6.1 Section 106
 FH reported that David Meigh, had released some funding, which would be in bank account shortly
 - 6.2 Double Taxation
 FH reported that a claim had been submitted.
7. To approve the following invoices for payments

7.1	Fiona Hill	Clerks Salary	£258.65	101123
7.2	Fiona Hill	Expenses	£47.13	101124

17/98 To confirm the dates of the future meeting(s) on Wednesday at 7.30 p.m. in the village hall as:

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 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 enrolled 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