

## **DUNNINGTON PARISH COUNCIL**

Chairman : Cllr Stuart Kay Tel : 01904 488357

Clerk : Julie Bone Tel : 01904 672199

Email : [parish.clerk@dunningtonparishcouncil.org.uk](mailto:parish.clerk@dunningtonparishcouncil.org.uk)

Annual Meeting of the Council and Parish Council Meeting Agenda – 14th May 2018  
19.30 Tower Room St Nicholas Church

### **Annual Meeting of the Council 14<sup>th</sup> May 2018**

- (i) Election of Chairman.
- (ii) Declaration of Acceptance of office to be signed by the Chairman
- (iii) Election of Vice Chairperson.
- (iv) Parish Councillors Responsibilities.

Representatives for the positions of:

Finance, Strategy and Audit Group  
Planning Committee.  
Cemetery Management Group.  
Police Liaison. Byways and police matters  
Dunnington Playing Fields  
Activity Park  
Highways Group  
Website  
Environment Group  
Dunnington Primary School.  
Dunnington Scouts and Guides.  
In-Bloom Committee and Allotments.  
Dunnington Reading Rooms.  
Emergency contact officer.  
Data Controller/Processor  
Responsible officer

## Dunnington Parish Council Meeting Agenda – 14<sup>th</sup> May 2018

### **1 FORMALITIES**

- 1.1 Apologies and reasons for non-attendance
  - Cllr L Turnbull – Away
  - Cllr J Harrison – Away
  - Cllr J Farmer - Away
- 1.2 Parish Council approval of Apologies and reasons for absence
- 1.3 Previous Meeting Minutes (9/4/18).
- 1.4 Declaration of Interest

### **2 POLICE REPORT**

- 2.1 Police Report

### **3 PUBLIC PARTICIPATION**

Any member of the parish may speak for up to 5 minutes on any matter on the Agenda with the session lasting no more than 20 minutes

### **4 ANNUAL ACCOUNTS 2017-18**

- 4.1 Annual Governance Statement
  - 4.1.1 The Parish Council to consider the findings of the review carried out, of the effectiveness of the system of Internal Control and preparation of the Annual Governance Statement
  - 4.1.2 The Parish Council to approve the Annual Governance Statement by resolution.
- 4.2 The Accounting Statements
  - 4.2.1 The Parish Council to consider the Accounting Statements
  - 4.2.2 The Parish Council to Approve the Accounting Statements by resolution
  - 4.2.3 The Accounting statements to be signed and dated by the person presiding at the meeting
- 4.3 Approval of Public Rights Notification

### **RECOGNITION OF PARISH VOLUNTEER AND RESOLUTION**

- 5.1 Further to the Public Bodies (Admissions to meetings) Act 1960 to resolve the exclusion of the Press and Public
  - 5.2 Recognition for Parish Volunteer
- ### **6 BEEHIVES**
- ### **7 ADOPTION OF RETENTION POLICY**

**8 STREET LIGHTS**

**9 LAY-BYS ON A1079**

**10 DATA PROTECTION**

10.1 Appointment of Data Protection officer

**11 LOCAL AND NEIGHBOURHOOD PLANS**

11.1 Update on the Local Plan – Cllr J Brooks

11.2 Update on the DPC Neighbourhood Plan – Cllr S Kay

11.3 Housing allocation Neighbourhood Plan – Cllr A Brooks

**12 FINANCE AND CORRESPONDENCE**

12.1 Full updated Accounts and Accruals to date for 2018/19

12.2 Correspondence – See list below of previously circulated correspondence.

12.3 Report Finance and Strategy group – Cllr A Brooks

**13 REVIEWS**

13.1 Local projects – Cllr S Kay

13.2 PFA Update – Cllr J Farmer

13.3 Web site – Cllr A Dykes

13.4 In-Bloom – Cllr R Freer

13.5 Environment – Cllr L Turnbull

13.6 Cemetery – Cllr J Harrison

13.7 Playpark – Cllr J Maggs

13.8 Transport – Cllr J Maggs

13.9 Ward Committee – Cllr J Brooks

13.10 This Is Dunnington – Cllr A Dykes

13.11 Scouts and Guides – Cllr A Dykes

**14 PLANNING - Ongoing Applications**

14.1 42 York Street Dunnington York YO19 5QS - Formation of new access and driveway to house (retrospective)

14.2 Common Farm Common Lane Dunnington York YO19 5LS - Erection of 2no. mono pitched open fronted storage buildings in existing storage yard (resubmission)

14.3 21 Eastfield Lane Dunnington York YO19 5ND - Two storey rear extension, single storey front extension and dormer to front.

- 14.4 Haygarth Hull Road Dunnington York YO19 5LR - Erection of detached two storey dwelling following the demolition of existing dwelling
- 14.5 3 Water Lane Dunnington York YO19 5NW - Two storey side and rear extension and single storey side and rear extensions
- 14.6 OS Field 0040 Stamford Bridge Road Dunnington York - Erection of stables and field shelter
- 14.7 Newlands York Road Dunnington York YO19 5LF - Installation of underground LPG Tank to front.

**15 PLANNING - New Applications**

- 15.1 1 Derwent Estate Dunnington York YO19 5QL - Erection of 1no. dwelling to side of 1 Derwent Estate, Dunnington
- 15.2 5 Greenside Dunnington York YO19 5NJ - Single storey side and rear extensions.

**16 PLANNING - Decisions (CoYC)**

- 16.1 1 Pear Tree Lane Dunnington York YO19 5QQ - Two storey side extension - Approved
- 16.2 Manor Farm Elvington Lane Dunnington York YO19 5LT - Erection of replacement agricultural building for storage of grain, fertilizer and machinery – Approved

**17 AOB**

Next Meeting to be held Monday 11th June 2018 at St Nicholas Church

ACCOUNTS

<u>Investment Bond &amp; Account</u>	£20,832.41	Apr-18
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Premium Account Income	£2,040.65	Apr-18
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<u>Current Account</u>	£56,254.89	Apr-18
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Current Account Income

Allotment Rents and bond	130.00
In Bloom cheques and cash	1890.00
Cemetery Inscription	75.00
Precept (First instalment)	8851.50

£10,946.50

Current Account Expenditure

Clerk pay and back pay for April	589.74
Clerk - Expenses - Ink, stamps, Land	
Registry fees, HMRC tax	408.80
Councillor - Expenses	43.95
Grass cutting	404.40
Safety Report - Playpark	300.00
Audit costs	197.00

£1,943.89

<u>Forecast Current Account</u>	£65,257.50	May-18
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Premium Account	£2,040.65	May-18
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<u>Investment Bond 1 &amp; 2</u>	£20,832.41	May-18
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£88,130.56

## CORRESPONDENCE

Date		Subject	Sender
01/04/2018	Email	Darlington roads boss reveals study to consider prosecuting grass verge drivers   The Northern Echo	Mark Warters
01/04/2018	Email	York Ind letter.docx	Mark Warters
01/04/2018	Email	Fwd: City of York - Pension Fund	Mark Warters
01/04/2018	Email	Reports	NYP
02/04/2018	Email	Plans List Week 1	COYC
03/04/2018	Email	Parish Consultation - The Surgery Petercroft Lane - Ref: 18/00686/TCA	COYC
04/04/2018	Email	Re: Verge damage.	Mark Warters
04/04/2018	Email	Re: Road Safety Concern - Kerb side drainage - A1079 & Build Up of Rubbish on Highway Verges	Mark Warters
04/04/2018	Email	Re: Road Safety Concern - Kerb side drainage - A1079 & Build Up of Rubbish on Highway Verges	BT
04/04/2018	Email	Re: Road Safety Concern - Kerb side drainage - A1079 & Build Up of Rubbish on Highway Verges	Mark Warters
04/04/2018	Email	Fwd: City of York - Pension Fund	Mark Warters
04/04/2018	Email	Contact form - Bus timetable	Parishioner
04/04/2018	Email	Agenda for Decision Session - Executive Member for Transport and Planning, Thursday, 12th April, 2018, 2.00 pm	COYC
05/04/2018	Email	GDPR Compliance - Information from YLCA	YLCA
06/04/2018	Email	'I believe the Local Plan will cause huge damage to York. This is why' • YorkMix	Mark Warters
06/04/2018	Email	18/00683/FUL - 1 Derwent Estate - Consultation Email	COYC
06/04/2018	Email	Decision Manor Farm Elvington Lane	COYC
07/04/2018	Email	Re: 'We're being priced out of our city' – Campaign launched over 'horrifying' lack of affordable homes • YorkMix	Mark Warters
09/04/2018	Email	Supplement: Agenda Supplement 1: Fossgate Experimental TRO (additional representations received after report drafted) to the agenda for Decision Session - Executive Member for Transport and Plannin...	COYC
09/04/2018	Email	Plans List Week 2	COYC
09/04/2018	Email	East Riding of Yorkshire and Kingston upon Hull Joint Minerals Local Plan Proposed Submission consultation	East Riding
09/04/2018	Email	Quick thinking of local post office alerts NYP to fake Microsoft fraud	NYP
09/04/2018	Email	High Value Thefts from Rural Locations in York	NYP
10/04/2018	Email	AGENDA PFA MEETING WEDNESDAY 9th MAY	PFA
10/04/2018	Email	Fwd: Lay-bys on A1079	Mark Warters
10/04/2018	Email	Re: 'We're being priced out of our city' – Campaign launched over 'horrifying' lack of affordable homes • YorkMix	Mark Warters
10/04/2018	Email	**Fraud Alert** - new phone sophisticated phone scam	NYP

11/04/2018	Email	Re: 'We're being priced out of our city' – Campaign launched over 'horrifying' lack of affordable homes • YorkMix	various
10/04/2018	Email	Opposition hits out over collapse of Guildhall deal   York Press	Mark Warters
11/04/2018	Email	Re: Verge damage.	Mark Warters
11/04/2018	Email	Re: Verge damage.	COYC
11/04/2018	Email	Supplement: Agenda Supplement 2: Written Comments Summary to the agenda for Decision Session - Executive Member for Transport and Planning, Thursday, 12th April, 2018, 2.00 pm	COYC
11/04/2018	Email	Revised plans 17/03034/FUL 3 West Cottages Hagg Lane	COYC
11/04/2018	Email	GDPR	Mark Warters
12/04/2018	Email	Re: 'We're being priced out of our city' – Campaign launched over 'horrifying' lack of affordable homes • YorkMix	Mark Warters
12/04/2018	Email	Fwd: RURAL TAXI BUSES.	Mark Warters
12/04/2018	Email	'York' sign, A166.	Mark Warters
12/04/2018	Email	Re: 'We're being priced out of our city' – Campaign launched over 'horrifying' lack of affordable homes • YorkMix	various
12/04/2018	Email	RE: RURAL TAXI BUSES.	COYC
12/04/2018	Email	Decision sheet for Decision Session - Executive Member for Transport and Planning, Thursday, 12th April, 2018, 2.00 pm	COYC
12/04/2018	Email	Supplement: Agenda Supplement 3: Item 9 - Local bus services to Wheldrake and villages to the South East of York – post-procurement update to the agenda for Decision Session - Executive Member for ...	COYC
13/04/2018	Email	Re: 'We're being priced out of our city' – Campaign launched over 'horrifying' lack of affordable homes • YorkMix	Mark Warters
13/04/2018	Email	Fwd: 'York' sign, A166.	Mark Warters
13/04/2018	Email	Minutes for Area Planning Sub-Committee, Thursday, 5th April, 2018, 4.30 pm	COYC
13/04/2018	Email	Request for Information from Rossington Parish Council - Photocopiers and associated costs	YLCA
14/04/2018	Email	Weedkilling again!	Mark Warters
15/04/2018	Email	Shed Burglary	NYP
15/04/2018	Email	Re: Verge damage.	Mark Warters
16/04/2018	Email	Re: It's started	Mark Warters
16/04/2018	Email	Plans List - Week 3	COYC
16/04/2018	Email	Fwd: Kexby Parish Council - GDPR/Appointment of a DPO (OUR REF: APR40)	Mark Warters
16/04/2018	Email	YLCA to offer Data Protection Officer Service	YLCA
17/04/2018	Email	Contact form	Parishioner
17/04/2018	Email	Do you still want to hear about York Flood Alleviation Scheme?	Environment Agency
17/04/2018	Email	Request for information from Sutton under Whitestonecliffe Parish Council - Financial donation requests	YLCA

18/04/2018	Email	18/00711/FUL 5 Greenside Dunnington York YO19 5NJ	COYC
18/04/2018	Email	Request from Embsay with Eastby Parish Council - Village car park	YLCA
18/04/2018	Email	IMPORTANT: How to comply with the GDPR and what we're doing to help.	Website provider
18/04/2018	Email	City of York Council Joint Standards Committee - Appointment of Two Parish Representatives	YLCA
19/04/2018	Email	Re: 'We're being priced out of our city' – Campaign launched over 'horrifying' lack of affordable homes • YorkMix	Mark Warters
19/04/2018	Email	Osbalwick and Derwent population figures by parish 2018-2019.docx	Mark Warters
19/04/2018	Email	GDPR - Privacy Policy Clarification	Website provider
20/04/2018	Email	Re: Presurface Dressing drainage works on Stamford Bridge Road 19th - 23rd March	Mark Warters
20/04/2018	Email	Scrap Box café	Mark Warters
20/04/2018	Email	Minutes for Decision Session - Executive Member for Transport and Planning, Thursday, 12th April, 2018, 2.00 pm	COYC
20/04/2018	Email	Minutes for Health and Wellbeing Board, Wednesday, 7th March, 2018, 4.30 pm	COYC
20/04/2018	Email	Re: 'We're being priced out of our city' – Campaign launched over 'horrifying' lack of affordable homes • YorkMix IGF/6113	Mark Warters
20/04/2018	Email	Re: 2018 highway weed control	Mark Warters
23/04/2018	Email	Re: 'We're being priced out of our city' – Campaign launched over 'horrifying' lack of affordable homes • YorkMix IGF/6113	COYC
23/04/2018	Email	Re. Meeting cancelled - 01/05/2018, 14:00, Decision Session - Economic Development and Community Engagement	COYC
23/04/2018	Email	Plans List Week 4	COYC
23/04/2018	Email	National Salary Award for local council employees 2018-2019	YLCA
23/04/2018	Email	Planning Seminar - Friday, 4 May	YLCA
23/04/2018	Email	RE: Presurface Dressing verge works	COYC
24/04/2018	Email	Decision The Biorenewables Development Centre Limited Units 16 - 17 Hassacarr Close	COYC
24/04/2018	Email	Decision 1 Pear Tree Lane Dunnington	COYC
24/04/2018	Email	Fwd: 1079 Cafe Crime reference NYP 15092016 0205 Scrap box?	Mark Warters/D Uttley
25/04/2018	E mail	Contact Form	Parishioner
25/04/2018	E mail	Agenda for Area Planning Sub-Committee, Thursday, 3rd May, 2018, 4.30 pm	COYC
26/04/2018	E mail	Request for information on the installation of play equipment	YLCA
26/04/2018	E mail	Royal Wedding Commemorative Medal for Schools and Councils	Tower Mint
26/04/2018	E mail	Contact From	Parishioner
26/04/2018	E mail	You do NOT need a DPO	YLCA
26/04/2018	E mail	CITY OF YORK EMAIL REPLY 18/00317/FUL	COYC



26/04/2018	E mail	Revised drawings 3 Water Lane	COYC
26/04/2018	E mail	Newsletter from Julia Mulligan, Police and Crime Commissioner for North Yorkshire	NYP
27/04/2018	E mail	Amendment to the General Data Protection Regulation bill - Appointment of a Data Protection Officer	YLCA
27/04/2018	E mail	Fwd: Amendment to the General Data Protection Regulation bill - Appointment of a Data Protection Officer	Mark Warters
27/04/2018	E mail	Parish Council Report - April	NYP
27/04/2018	E mail	Fwd: Planning Committee, 11 May 2017 - YouTube	Mark Warters
28/04/2018	E mail	RSP26282.docx	Mark Warters
28/04/2018	E mail	Fwd: Agenda for Local Plan Working Group, Wednesday, 2nd May, 2018, 6.00 pm	Mark Warters
30/04/2018	E mail	Plans List Week 5	COYC
30/04/2018	E mail	Agenda for Health and Wellbeing Board, Wednesday, 9th May, 2018, 4.30 pm	COYC
30/04/2018	E mail	Audit & Governance Committee, 30 April 2018 - YouTube	Mark Warters