

## **Minutes of the Dunnington Annual General Meeting and Parish Council meeting held on 12th May 2014**

Present: Cllr. A. Deuchars (Chairman) Cllrs. A. Brooks, J. Brooks, R. Freer, C. Grant, D Martin, J Errington, L Black, N Ford, G Kay (part time), S Walsh.

Clerk J Bone

Apologies Cllr S Kay

### **Annual General Meeting**

#### **Minutes of the Annual General Meeting held on 12<sup>th</sup> May 2013**

##### **1 Formalities**

1.1 Apologies – Cllr S Kay and Cllr G Kay for lateness.

##### **2**

1. Election of Chairman. Cllr. S Kay proposed by Cllr J Errington, seconded by Cllr J Brooks - unanimously agreed.
2. Election of Vice Chairperson. Cllr. J. Brooks proposed by Cllr J Errington, seconded by Cllr A Brooks - unanimously agreed.
3. Parish Councillors Responsibilities.

The follow positions were agreed

Police Liaison - Cllr. L Black.

Planning Committee – Cllrs. Black, A Brooks (chairman), Ford and Martin.  
Additions might be made later.

Cemetery Management Group – Cllrs. A Deuchars, N. Ford, S. Walsh and A. Brooks.  
Cllr A Deuchars to be an ex officio member once he is no longer on the Parish Council.

Dunnington PFA - Cllrs. J. Errington.

Dunnington Primary School - Cllr. J. Errington.

Dunnington Scouts and Guides – Cllrs. C Grant and J. Brooks.

In-Bloom Committee and Allotments - Cllr. R. Freer.  
Dunnington Reading Rooms – Cllr N Ford and Chairman S Kay becomes a Trustee.

Emergency contact officer - Cllr. L Black.

Responsible officer - Clerk J Bone.

The following councillors showed interest in working in the areas below and the Finance and Strategy Committee established last month will look at how best to organise the work.

Highways - Cllrs. A Brooks, C Grant and N Ford  
Environment – Cllrs J Brooks, C Grant and S Walsh.

## Minutes of the Dunnington Parish Council meeting held on 12<sup>th</sup> May 2014

### 1 Formalities

- 1.1 Declaration of Interests – Cllr J Errington declared a personal interest as per her interest form as she is a representative of the PFA.
- 1.2 Apologies – Cllr S Kay and Cllr G Kay for lateness.
- 1.3 Previous Meeting Minutes - April 14<sup>th</sup> 2014. Cllr D Martin asked for one amendment to item 6.1, paragraph 4. Amendment and minutes agreed and the vice chairman signed the agreed Minutes.
- 1.4 Cllr J Errington proposed co-opting Josette Farmer on to the Parish Council. A vote was taken and Josette Farmer was co-opted on to Dunnington Parish Council to fill the vacancy.

### 2 Presentations

- 2.1 Police Report – The Vice Chairman Cllr J Brooks reported there was no police report.

### 3 Finance

- 3.1 Accounts for Payment and Amounts Received for 2013-14 sent for Audit.2013/4 , internal audit has been carried out by Dave Safhill .Approved and signed by Cllr. A. Deuchars but Council asked that a copy is circulated before submission. Cllr A Deuchars proposed a £40 payment be made to Dave Safhill for carrying out the audit.
- 3.2 Updated Accounts and Accruals to date presented were agreed as below.

## DPC Accounts

<u>Investment Bond &amp; Account</u>	£20,103.85	Apr 10 <sup>th</sup>
<u>Premium Account Income</u>	£2,036.50	Apr 10 <sup>th</sup>
<u>Current Account</u>	£26,526.85	Apr 10 <sup>th</sup>

Current Account Income

In Bloom Donations cheques	£ 535.00
In Bloom Donations cheques	£ 840.00
In Bloom Donations cheques	£ 538.00
In Bloom donations cash and cemetery interment & plot (ashes)	£1,681.10
Cemetery Plot and interment	£1,200.00
In Bloom Donations Cheques	£ 780.00
In Bloom Donations Cash	£ 255.00
Parish Precept 2014 -15	£7,710.50

£13,539.60

Current Account Expenditure

J Bone Salary 15/4/14 - 13/3/14	£ 240.00
JRB Enterprise - Dog Gloves	£ 133.80
Trueman and Partners -Service Rotary Mower	£ 83.74
Ouse and Derwent Drainage Board - Drainage Rates	£ 11.74
Viking Stationery Order J Bone CC	£ 54.26
Trueman and Partners -Battery	£ 51.60
Yorkshire Water - Cemetery	£ 7.29
Trueman and Partners -Battery	£ 51.60
Cancelled cheque	
Trueman and Partners -Rotary Mower	£ 476.00
Yorkshire Water - 19 the Green	£ 5.88
T Weston - Hassacar budget	£ 250.00
Terry Weston honorarium	£ 150.00
Richard Tatham Cemetery maintenance	£ 500.00

£2,015.91

Forecast Current Account	£38,050.54	May 14th
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Premium Account	£2,036.50	May 14th
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Investment Bond 1 & 2	£20,103.85	May 14th
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£60,190.89

## Gypsy and Traveller Fighting Funds Summary

	<b>Income</b>	<b>Expenditure</b>	<b>Balance</b>
<b>10/02/2014</b>	<b>£37,051.00</b>	<b>£16,608.75</b>	<b>£20,442.25</b>

3.3 Correspondence - All previously circulated correspondence is listed below

## Correspondence

Date	E mail	Subject	Sender
11/04/2014	E mail	3 Pear Tree Lane	COYC - Amy Brooks
11/04/2014	E mail	Decision session Cabinet members for Transport Planning and Sustainability	COYC - J Carr
11/04/2014	E mail	Pickering Flood Alleviation	Jackson
13/04/2014	E mail	PFA/Parish Council	Josette farmer
13/04/2014	E mail	Decision session Cabinet members for Transport Planning and Sustainability	COYC - J Carr
14/04/2014	E mail	Plans List Week 1	COYC - Amy Brooks
14/04/2014	E mail	12 Garden Flats Lane	COYC - Verlie Riley
16/04/2014	E mail	Police Report	Laura Harper NY Police
16/04/2014	E mail	Decision Sunnysdene Hull Road	COYC
16/04/2014	E mail	Proludic Newsletter	Proludic
16/04/2014	E mail	Plans List Week 1	COYC - Amy Brooks
17/04/2014	E mail	Meeting with Julian Sturdy MP	Katie McLean
22/04/2014	E mail	Oscar's Fighting Fund	Karen Jackson
22/04/2014	E mail	Plans List Week 2	COYC - Amy Brooks
22/04/2014	E mail	Meeting with Julian Sturdy MP	Katie McLean
22/04/2014	E mail	Revised Plans List Week 2	COYC - Amy Brooks
22/04/2014	E mail	Dunnington Layby	Mark Wartars
22/04/2014	E mail	Flyposting and Signs	Mark Wartars
24/04/2014	E mail	June Grapevine - 12th May deadline	Alf Deuchars
26/04/2014	E mail	PFA Meeting - 1st May 2014	Linda Newton
28/04/2014	E mail	Plans List Week 3	COYC - Amy Brooks
29/04/2014	E mail	Agenda for Area Planning Sub Committee - Thursday 8th May	COYC - J Betts
30/04/2014	E mail	Decision LTTN of Twinam Court Intake Lane	Gillian Mitchell
30/04/2014	E mail	City of York - E mail Reply 14/00045/FUL	COYC
01/05/2014	E mail	Agenda PFA meeting 1st May	Linda Newton
02/05/2014	E mail	CCTV Spy Car	Mark Wartars
02/05/2014	E mail	Land to the South of 20 Garden Flats Lane	COYC - Amy Brooks
04/05/2014	E mail	Loose Gypsy Horses	Mark Wartars
06/05/2014	E mail	Plans List Week 4	COYC - Amy Brooks
06/05/2014	E mail	Planning Decision Notice 8 Coneycroft	COYC - Susan Feetenby
06/05/2014	E mail	City of York Hackney Carriage Consultation 6/5/14	Halcrow - Liz Richardrdson
09/05/2014	E mail	Meeting with Julian Sturdy MP	Katie McLean

- 3.4 Advertising on the fence on the bridge - Cllr Errington raised the issue of the adverts on the fence. Cllr J Brooks will contact the council regarding this issue. Cllr Errington said she was pleased that the posters that had previously sprung up around the village had been removed by City of York Council. Cllr Brooks advised that correspondence has started with the highways officer regarding the bridge and the fence being lowered. As yet a response has not been received. Cllr Deuchars reminded the council that if anything untoward should occur the City Council would be liable.
- 3.5 PC Finance and Strategy Paper 8/5/14 – Cllr A Brooks explained the rationale for the paper that he had produced and which was circulated to the council. It was felt that during the Parish Council meetings there is not sufficient time and opportunity to discuss matters and do them justice. The Finance and Strategy group would meet and have preliminary discussions outside the PC meetings and come back to the Parish council with discussed options. The group would divide into two groups and look at the overall work of the council who increasingly have to deal with more complicated issues. No decisions would be made by the group, any decisions would be made at DPC meetings only. The overall objective would be to improve the way things are done. Cllr Walsh said that it was important for the council to know the correct procedures to move forward and Cllr J Errington also suggested that this should be reviewed each year in October along with the budget.

#### 4 **Local and Neighbourhood Plans**

- 4.1 Update on the Local Plan – Cllr G Kay, who had arrived late, declared a personal and prejudicial interest and left the room. – Cllr D Martin reported no changes since the last meeting except the confirmation the Traveller site would not be in the Draft Plan. Cllr Martin also pointed out that the Safeguarded Land could be used to build on if the Local Plan is reviewed during its lifetime. It was agreed that, as the survey taken during the Preferred Options Consultation showed that residents were not in favour of the housing allocations in that, it was reasonable to assume that residents would not be in favour of development on the proposed Safeguarded land.

At this point the meeting was suspended to allow for public participation.

Meeting reopened

The council agreed unanimously to oppose the inclusion of the Safeguarded land in the Local Plan.

A discussion took place as to how a response would be made and if guidance would be given to residents. It was agreed that guidance would be given through both the website and a leaflet.

Cllr Deuchars offered to provide leaflets and it was agreed if these could be reviewed first by the PC.

#### 4.2 Update on the DPC Neighbourhood Plan (NP).

Cllr Martin reported firstly that he attended a meeting which had been constructive regarding drainage. Cllr Martin stressed that more work was required to ensure the legal basis for demanding changes made to Local Authorities flooding issues was correct.

Secondly Cllr Martin reported that the village design statement must be made in proper legal language which was a problem all other Parish Councils were aware of and understood the importance of. A design statement could be written which could be used for every development that was put forward. The Local Authority have realised they can tackle it by dealing on the basis of one problem for 32 Parishes and not on a PC by PC basis. The expertise would be available from staff in the Local Authority who have already dealt with previous cases.

Discussions are ongoing which is hoped will make the processes easier for all.

## 5 **Reviews**

### 5.1 Local Projects and Web Site – Cllr Grant reported that a flow chart had been circulated to councillors regarding the plans for Outlook which would be updated to provide each councillor with a personal address.

A template will be produced for the Website to link to other web addresses and Cllr Grant will speak to individuals separately regarding the links. Nick Hemingway has agreed to continue doing the updates until the PC is happy with the outcome.

Cllr Deuchars reported that all Local projects are underway, the cemetery extension is being prepared and will allow for substantial increased capacity of burial plots. Professional advice has been sought to level the East side.

A report will be submitted by the June meeting on all Local projects.

### 5.2 Parish information Leaflets – Covered previously Cllr Deuchars will provide

### 5.3 In-Bloom – Cllr Freer reported there are still no dates for the judging process but they are anticipated to be end of July beginning of August.

Events as follows:

17<sup>th</sup> June – Julia Lewis from Radio York will visit.

5<sup>th</sup> July - a Hog Roast will be held.

3<sup>rd</sup> October – Sportsman's dinner

- 5.4 PFA Update including the PFA briefing document – Two documents had been circulated to the PC members as follows:
1. DPC and PFA Relationship – Working Together discussion Paper
  2. Capital Reserve Funds Agreement
- Josette Farmer announced she is to resign as Chair of the Playing Fields Association.
- The council discussed the document and it was agreed it was a way to move forward but there was clarification needed as to if it was a recommendation or a discussion document. Cllr Errington stated it was a recommendation.
- It was accepted in principle that the document is a working paper.
- Josette Farmer left the room as the discussion turned to financial matters and as chairman of the PFA there is a declaration of personal and prejudicial Interest.
- After discussion regarding the 3k Annual support budget and the discussion paper a proposal was made to Welcome the paper and refer to the Finance group.
- Proposal agreed but not unanimously.
- 5.5 Dunnington Conservation Group – Cllr Grant advised that there would be an opening for the wildlife signs at one of the local farms.
- A status recommendation was required for Ellemore

## **8 Planning**

### **Applications**

- 6.1 8 Greencroft Court, Dunnington, YO19 5NN – Application to the First floor and single storey extensions to rear and dormer to front.
- 6.2 4 Church Lane, Dunnington, YO19 5PS – Application for a single storey side extensions and dormer to front.
- 6.3 Land to the South of 20 Garden Flats Lane, Dunnington – Erection of a detached dwelling – PC discussion required regarding the garage.

### **Decisions (CoYC)**

- 6.4 The Old Cottage, 24 York Street, Dunnington, YO19 5PN – Application to prune Oak and fell Cherry in a Conservation Area – Granted.
- 6.5 Genus Distribution, Common Road Dunnington York YO19 5RU - Alteration and extension to existing car park – Granted.

The request by developers for 5 houses on Intake Lane has been refused



**9 AOB**

The outgoing Chairman was thanked by Cllr Errington for all his work as Chairman and he was wished a happy retirement.

**10 Date of next meeting**

Monday 9<sup>th</sup> June 2014 at 19.30 in the Church Tower Room.

END