

Minutes of the Annual Meeting of the Council and the Dunnington Parish Council Meeting held on 8th May 2017

Present: Cllrs S Kay, A Brooks, J Maggs, L Black, A Dykes, J Brooks, N Ford, L Turnbull, R Freer, J Farmer and J Errington

Clerk: J Bone

COYC Cllr Mark Wartars attended the meeting

Annual Meeting of the Council 8th May 2017

- (i) Election of Chairman – Cllr S Kay was re-elected Chairman - nominated by Cllr J Errington and Seconded by Cllr L Turnbull
- (ii) Declaration of Acceptance of office was signed by the Chairman Cllr S Kay and the Parish Clerk J Bone
- (iii) Election of Vice Chairperson – Cllr J Brooks was re-elected Vice Chairman – Nominated by Cllr J Errington and seconded by Cllr L Turnbull
- (iv) Parish Councillors Responsibilities.

Representatives were appointed for each group as follows

Finance, Strategy and Audit Group – Cllrs A Brooks, J Brooks, J Harrison, S Kay, and N Ford.
Planning Committee Group – Cllrs A Brooks, A Dykes N Ford and L Turnbull
Cemetery Management Group – Cllrs N Ford, A Brooks, J Harrison, L Black and S Kay
Police Liaison and police matters – Cllr L Black
Dunnington PFA – Cllr J Farmer
Activity Park – Cllr J Maggs
Highways Group – Cllrs J Maggs, J Errington and A Dykes
Website - Cllrs A Dykes, L Turnbull and the Parish Clerk J Bone
Environment and Byways Group – Cllrs L Turnbull and J Brooks with non-Council members David Mayston (Friends of Hagg Wood), Ros Hargreaves and Douglas Holliday (Dunnington in Bloom), Steve Ashby (Dunnington Conservation Group) and Terry Weston (Hassacarr Nature Reserve)
Dunnington Primary School – Cllr J Errington
Dunnington Scouts and Guides – Cllrs J Brooks and A Dykes
In-Bloom Committee and Allotments – Cllr R Freer
Dunnington Reading Rooms – Cllr R Freer
Emergency contact officer – Cllrs L Black and S Kay
Responsible officer – J Bone (Parish Clerk)
YLCA – Cllrs S Kay and A Dykes

The Annual Meeting of the Parish Council was closed by the Chairman

Dunnington Parish Council Meeting – 8th May 2017

1 FORMALITIES

1.1 Apologies and reasons for non-attendance

Cllr J Harrison (Away)

Cllr G Kay sent his apologies due to work commitments and said he would attempt to attend the meeting at some point but did not attend.

1.2 Parish Council approval of Apologies and reasons for absence – apologies were approved by the PC

1.3 Previous Meeting Minutes (10/04/17) – Minutes were approved and signed by the Chairman.

1.4 Declaration of Interest – Cllrs A Brooks and J Brooks item 13.2

2 POLICE REPORT

2.1 Police Report – The PC discussed the latest North Yorks Police report and Cllr L Black will follow up on issues with the information supplied. The Chairman S Kay reported that he had met with the new police officer responsible for the area who made it clear that although Dunnington is not a main area of concern he would be willing to come and speak to the PC. Once again he advised that all incidents should be reported.

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 – No members of the public were present.

4 ANNUAL ACCOUNTS 2016-17

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 – This was approved by the PC

4.1.2 The Parish Council to approve the Annual Governance Statement by resolution. – The Governance statement was approved by Resolution – proposed Cllr A Brooks, seconded Cllr J Maggs

4.2 The Accounting Statements

4.2.1 The Parish Council to consider the Accounting Statements – The Accounting Statements were considered by the Council

4.2.2 The Parish Council to Approve the Accounting Statements by resolution – The Parish Council approved the Accounting Statements by Resolution Proposed Cllr R Freer, seconded Cllr J Brooks.

4.2.3 The Accounting statements to be signed and dated by the person presiding at the meeting – These were signed by the Chairman S Kay and the Parish Clerk J Bone

4.3 Approval of Public Rights Notification – Approved by the PC.

5 DUNNINGTON FAYRE

5.1 Taking a Stall – Cllr A Dykes proposed that Dunnington PC take a stall at the Dunnington Fayre – after discussion it was agreed by the PC that Cllr Dykes would pursue.

6 THE DUNNINGTON PARISH TRAIL – A discussion took place and the PC decided that Cllr A Dykes would look into the cost of producing a map to be placed in the centre of the village and getting other people involved. Cllr Dykes will report back.

7 CEMETERY SIGNS

- 7.1 New Cemetery Signs – Cllr L Black asked for consideration in respect of new signs for the Cemetery. A discussion took place and Cllr Black will now obtain quotes and report back.

8 OWLWOOD LANE PROPOSAL

- 8.1 The Proposal by Ward Cllr M Warters for the path leading to Owlwood Lane from York Street was discussed. The PC decided that the Highways Group should investigate and come back to the Parish Council before any approach is made to the landowner.

9 LOCAL AND NEIGHBOURHOOD PLANS

- 9.1 Update on the Local Plan – Cllr J Brooks had nothing new to report
- 9.2 Update on the DPC Neighbourhood Plan – Cllr S Kay had nothing new to report
- 9.3 Housing allocation Neighbourhood Plan – Cllr A Brooks had nothing new to report

10 FINANCE AND CORRESPONDENCE

- 10.1 Full updated Accounts and Accruals to date for 2016/17 as follows were discussed

<u>Investment Bond & Account</u>	£20,762.76	Apr 11th
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<u>Premium Account Income</u>	£2,039.27	Apr 11th
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<u>Current Account</u>	£59,889.65	Apr 11th
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Current Account Income

<u>In Bloom Donations</u>	710.00
<u>Allotments rents</u>	70.00
<u>Dunnington Through the Ages (Repaid PC grant)</u>	450.00
<u>Precept 1st Instalment</u>	8288.00

£9,518.00

Current Account Expenditure

<u>Clerks Salary May and additional hours (10) April</u>	412.46
<u>Dog bags</u>	146.40
<u>Clerks Expenses - ink cartridge, HMRC paid tax pay period 1 and 2</u>	41.20
<u>Costs for Disconnection of Telephone box</u>	331.20

Playpark inspection	300.00
Grass cutting April	362.40

£1,593.66

Forecast Current Account	£67,813.99
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May 8th

Premium Account	£2,039.27
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May 8th

Investment Bond 1 & 2	£20,762.76
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May 8th

£90,616.02

Additional cheque signed for the internal audit for I Scott for £187.00.

The Chairman will circulate a list showing the possible uses for S106 Grants

10.2 Correspondence – See list below of previously circulated correspondence.

Date		Subject	Sender
03/04/2017	Email	Plans List Week 2	Amy Brooks - COYC
03/04/2017	Email	2017 Governance and Accountability financial guide published	YLCA
03/04/2017	Email	Local Council Review - Article in the next edition on Neighbourhood Planning	YLCA
03/04/2017	Email	APPLICATIONS TO THE SMALLER AUTHORITIES TRANSPARENCY FUND 2017/18	YLCA
03/04/2017	Email	YLCA Request for information - Schemes to deal with dog related issues	YLCA
03/04/2017	Email	Understanding the planning system seminars	YLCA
05/04/2017	Email	Agenda for Decision Session - Executive Member for Transport and Planning, Thursday, 13th April, 2017, 2.00 pm	Judith Betts - COYC
05/04/2017	Email	Decision Trunk Road Services A1079 Hull Road Dunnington	Gill Mitchell - COYC
06/04/2017	Email	16 April Deadline for May Grapevine	Grapevine
06/04/2017	Email	CITY OF YORK EMAIL REPLY 16/01839/FUL	Victoria Bell - COYC
10/04/2017	Email	Plans List Week 3	Amy Brooks - COYC
11/04/2017	Email	'Cyber Essentials' - HM Government recommended Cyber Security System	YLCA
11/04/2017	Email	Agenda for Decision Session - Executive Member for Transport and Planning, Thursday, 13th April, 2017, 2.00 pm	Judith Betts - COYC
12/04/2017	Email	YLCA Annual Review 2016/2017	YLCA
13/04/2017	Email	Decision sheet for Decision Session - Executive Member for Transport and Planning, Thursday, 13th April, 2017, 2.00 pm	Judith Betts - COYC
14/04/2017	Email	Removal of HWRC charges among government's litter strategy proposals Resource Magazine	Mark Warters
17/04/2017	Email	Executive member decision session 13th April.	Mark Warters
18/04/2017	Email	RE: Removal of HWRC charges among government's litter strategy proposals Resource Magazine	Russell Stone - COYC

18/04/2017	Email	RE: Removal of HWRC charges among government's litter strategy proposals Resource Magazine	Mark Warters
18/04/2017	Email	Plans List Week 4	Amy Brooks - COYC
18/04/2017	Email	RE: Executive member decision session 13th April.	Catherine Higgins - COYC
18/04/2017	Email	YLCA Request for Advice - Green Belt Land Specialists	YLCA
19/04/2017	Email	Re: Removal of HWRC charges among government's litter strategy proposals Resource Magazine	Mark Warters
19/04/2017	Email	YLCA Request for Advice - Audio Recording Equipment	YLCA
19/04/2017	Email	News from North Yorkshire Police April 2017	NYP
19/04/2017	Email	NALC LEGAL BRIEFING (LO2-17): THE CODE OF RECOMMENDED PRACTICE ON LOCAL AUTHORITY PUBLICITY (ENGLAND)	YLCA
21/04/2017	Email	Executive member decision session 13th April.	Mark Warters
21/04/2017	Email	Agenda for Decision Session - Economic Development and Community Engagement (Deputy Leader), Tuesday, 2nd May, 2017, 2.00 pm	Jill Pickering - COYC
21/04/2017	Email	FW: Information Fair Dunnington	Michal Czekajlo - COYC
21/04/2017	Email	Fw: 17/00908/FUL - 8 Greenside Close - Consultation Email	Amy Brooks - COYC
24/04/2017	Email	Re: Monty Don (@TheMontyDon) Twitter	Mark Warters
24/04/2017	Email	Plans List Week 5	Ed Bainbridge - COYC
24/04/2017	Email	Re: Monty Don (@TheMontyDon) Twitter	Rupert Waddington
24/04/2017	Email	Re: Monty Don (@TheMontyDon) Twitter	Alison Newbould
25/04/2017	Email	Dunnington.	Mark Warters
25/04/2017	Email	Agenda for Area Planning Sub-Committee, Thursday, 4th May, 2017, 4.30 pm	Laura Clark - COYC
25/04/2017	Email	RE: Dunnington.	Anthony Richard
25/04/2017	Email	Decision 19 Lime Tree Mews	Gill Mitchell - COYC
26/04/2017	Email	IMG_4266.JPG	Mark Warters
26/04/2017	Email	Re: Monty Don (@TheMontyDon) Twitter	Mark Warters
26/04/2017	Email	Holtby Signs.	Mark Warters
26/04/2017	Email	RE: Monty Don (@TheMontyDon) Twitter	Rights of way
26/04/2017	Email	RE: Monty Don (@TheMontyDon) Twitter	Mark Warters
26/04/2017	Email	Parish Council Reports	NYP
27/04/2017	Email	RE: Monty Don (@TheMontyDon) Twitter	Russell Stone - COYC
27/04/2017	Email	RE: Monty Don (@TheMontyDon) Twitter	Gwen Swinburn
27/04/2017	Email	Re: Holtby Signs.	Derek Utley
28/04/2017	Email	Stewart Halliday	Mark Warters
28/04/2017	Email	Wirralleaks Hello Citizens! If you have news, grievances or proof of bullying, incompetence, cover ups and malpractice ? Come on over!	Mark Warters

- 10.3 Report Finance and Strategy group – Cllr A Brooks reported that a meeting will take place before the next PC meeting.
- 10.4 Approve Updated Asset Register – Approved by the Parish Council
- 10.5 Risk Register – Copy has been circulated and all Parish Councillors were asked to forward comments for consideration at a future meeting.

11 REVIEWS

11.1 Local projects – Cllr S Kay

11.1.1 Request for Grant from Dunnington Players for necessary building Repairs – A request has been made by the Dunnington Players for help paying for the repairs required on the garage at the back of the Reading rooms that is in serious need of repair. The work has been carried out and costs were £450 – the PC agreed to contribute half the total cost (£225) Proposed Cllr R Freer, seconded Cllr L Black. Cllr S Kay to advise that any future requests should be made before the work is carried out.

11.1.2 Request for new bus stop on the A1079 – after discussion it was decided that Cllr S Kay would clarify exactly where the bus stop is to be as it was not clear – the PC supported in principle but more clarification is required.

11.1.3 Exercise Equipment for the Playing Fields – Cllr J Errington requested a discussion on Exercise equipment for the village. After discussion it was decided the PFA should consider and Cllr J Farmer will raise it at the PFA meeting.

11.2 PFA Update – Cllr J Farmer reported there is a PFA meeting on Thursday 11th May

11.3 Web site – Cllr A Dykes that there have been 300 reported visits to the website. There is still an issue with mobile use and number of changes that can be made each month.

11.4 In-Bloom – Cllr R Freer has been informed by the National Grid that two of the Cherry Trees in the village will need to come down. They will meet Cllrs S Kay and Freer on Friday 12th May to advise what work is required, where, reasons etc. Thanks were given to Stuart Jacques for the work he has carried out this year which is outstanding and for all the work he has done over the last 18 years. There has been a complaint on one of the allotments as asbestos sheets were found. The PC will pay for their removal and the PC agreed that if further tests are required on the area these will be carried out. There will be a coffee morning in aid of In Bloom on Saturday 13th May.

11.5 Environment – Cllr L Turnbull reported on potholes at Hassacarr and a discussion took place on who was responsible for the work. There are a number of interested parties but in the first instance Cllr L Turnbull was asked to speak to COYC as it was a public right of way. Cllr N Ford is obtaining quotes for the work.

Following the review of all the trees which are the responsibility of the PC a tree surgeon has assessed the work required and the initial costs are looking to be around £3000 - £4000. The PC agreed to proceed. Two new wild flower beds have been planted in the Millennium Garden.

The Chairman has a lease for the extension of the nature reserve but considered this will need solicitors to look at it to ensure all legalities. The PC agreed that the Chairman can approach either the recommended solicitor (YLCA) or a contact in Stamford Bridge.

11.6 Cemetery – Cllr N Ford reported that a meeting will be held in July before the main PC meeting.

11.7 Playpark – Cllr J Maggs reported that Cllr J Farmer has some names of potential volunteers. The CCTV seems to be having a positive effect in deterring littering and vandalism.

- 11.8 Transport – Cllr J Maggs reported that a number of councillors had met and looked in detail at how the COYC proposal to move the 40mph sign on Common Road could be implemented to provide a safer environment. Cllr J Brookes has forwarded our suggestions to COYC. – However, a suggestion to place a sign pointing towards Hassacar was thought not to be a good idea. Community Speedwatch are still in favour of a training exercise.
- 11.9 Emergency Plan – Cllr L Black reported this is almost complete and will shortly be sent to the Chairman for review and once agreed will go on the website. Cost for Emergency Boxes is £350 which the PC agreed to spend.
- 11.10 Ward Committee – Cllr J Brooks reported the Ward Committee have purchased a new bin and is now waiting for it to be delivered. It was agreed this would be best placed on Church Street.
- 11.11 School – Cllr J Errington reported that Academy status has been pushed back to 2018. MUGA preparations going well.
- 11.12 This Is Dunnington – Cllr A Dykes reported that a survey carried out had a good response.
- 11.13 Scouts and Guides – Cllr A Dykes reported that good progress has been made with a report covering all problem areas, gas, asbestos etc. Quotes received for all work to be carried out - £9000 for all work excluding electrical. A meeting will be arranged to discuss the way forward. Copies of all invoices etc. will be required if the Parish Council is going to provide financial assistance. It was agreed that the Parish Council would pay for some of the completed surveys which we had requested.

12 PLANNING - Ongoing Applications

- 12.1 The Ridings 95 York Street Dunnington York YO19 5QW - Erection of 1no. dwelling
- 12.2 Land To West Of Foxoak Business Park Common Road Dunnington York - Erection of workshop in connection with new builders yard including hardstanding, parking, storage bays and office accommodation
- 12.3 Philip Welch Specialist Cars Unit 2 Old Station Yard Common Road Dunnington - Subdivision of unit 2 into 3no. units to be used as garage (Use Class B2) and for storage (Use Class B8) following demolition of unit 4
- 12.4 5 Water Lane Dunnington York YO19 5NW - Two storey side and rear extension and single storey front and rear extensions (resubmission)
- 12.5 Land To The North Of Unit 8 Derwent Valley Industrial Estate Dunnington York - Erection of building for storage and distribution (use class B8)

13 PLANNING - New Applications

- 13.1 7 Greencroft Lane Dunnington York YO19 5NL - Dormer windows to front and rear and 2no. rooflights to rear
- 13.2 Westwood 23 Water Lane Dunnington York YO19 5NP - First floor rear extension
- 13.3 8 Greenside Close Dunnington York YO19 5PF - Rear extensions to provide accommodation over two floors and single storey extension to existing garage

14 PLANNING - Decisions (CoYC)

- 14.1 Holme Lea Hull Road Dunnington York YO19 5LR - Installation of a hard surfaced access track to serve agricultural land off Hagg Lane - Approved
- 14.2 Telephone Box Opposite Station House Common Road Dunnington York - Removal of public payphone – No Objections
- 14.3 Trunk Road Services A1079 Hull Road Dunnington York YO19 5LP - Display of 2no. internally illuminated signs on gable ends of building and 1no. internally illuminated totem sign – Approved
- 14.4 88 Cedar Glade Dunnington York YO19 5PL - Single storey rear extension – Householder Approval

15 AOB

Next Meeting to be held Monday 12th June 2017 at St Nicholas Church

Signed.....Dated.....