

## Minutes of Dunnington Parish Council Meeting held on 12<sup>th</sup> September 2016

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

Clerk: J Bone

COYC Councillor Mark Warters was in attendance

### 1.1 FORMALITIES

Apologies and reasons for non-attendance –

Cllr J Farmer – Away

Cllr R Freer – Away

Cllr G Kay – Working

### 1.2 Parish Council approval of Apologies and reasons for absence

All Apologies were approved by the Parish Council

### 1.3 Previous Meeting Minutes (11/7/16) – Minutes were approved and signed by the Chairman Cllr S Kay

### 1.4 There were no Declarations of Interest

## 2 POLICE REPORT

### 2.1 Police Report – Cllr Lita Black reported on the email report from North Yorkshire Police

The report stated as follows:

- Crime trends – over a couple of days (8-10<sup>th</sup>) there were two commercial vehicles targeted on Common Road
- Crime trends – We have a city wide increase in burglaries and would like to remind residents to be extra vigilant and to ensure properties are secured and high value items are not left on display.
- The report directs to the following website for stats in the Dunnington area – 9 reported incidents <https://www.police.uk/north-yorkshire/york-north/crime/>

A discussion took place on the inadequacies of the report and the meeting decided that Cllr L Black would draft a response to make this point to NYP. A meeting request would also be made.

## 3 PUBLIC PARTICIPATION

There were no members of the public who wished to speak

## 4 PREFERRED SITES CONSULTATION

### 4.1 The Chairman Cllr S Kay reported that the response from Dunnington PC had now been submitted and thanked all those Councillors who contributed. The response should be published on the website.

It was noted that a new structure had recently been erected on the Eastfield Lane site (H33). This structure did not appear to have planning permission. A resident had informed COYC.

## 5 SCOUT HUT

### 5.1 No meeting by the Scout Hut committee has been arranged as yet. Cllr L Black will follow this up as soon as possible.

A discussion took place and it was decided that if the agreed actions have not yet happened the Parish Council will take the necessary action.

## 6 COMMON ROAD – TRANSPORT ISSUES

Cllrs J Brooks, J Maggs and S Kay met with COYC regarding the transport issues on Common Road (including the verges opposite the Grimme site).

Cllr J Maggs has been in correspondence with COYC having sent photographic evidence and asked for guidance on what could be done to monitor traffic flows – no reply as yet.

Discussion took place as to what actions could be taken on Common Road and it was suggested that the Highways Group should meet and compile a proposal. Meeting arranged for the following Wednesday at 10 am.

- 7 LEGAL SUPPORT** – Cllr A Dykes proposed that the PC would benefit from having some legal support as a number of issues have arisen lately where it would have been beneficial. The proposal was put forward to retain the services of a company with the skill sets to use as and when required – proposes Cllr A Dykes, seconded Cllr N Ford.

The PC decided to request the YLCA send out an email to other PC's to ask which companies the other Parish Councils use – The Clerk will action

**8 INTERNAL AUDITOR**

David Safhill has resigned as Internal Auditor after being our Internal Auditor several years. The PC thanked David for all his work. The PC will need to appoint a new auditor. Councillor Mark Warters suggested the Clerk approached the Osbaldwick Clerk as they had recently appointed their own new Internal Auditor. The proposal was made to appoint a new Internal Auditor Proposed Cllr S Kay, seconded Cllr A Brooks.

**9 AMATEUR ADVERTISING**

A discussion took place about the number of amateur advertising signs that are appearing especially on the A1079 and Common Road. It was decided that a letter will be compiled thanking COYC for their action regarding the fish and chip shop on the A1079 and to ask for the details of what is allowed in order that we are clear. Cllrs J Brooks will check with CYC and J Errington will compile a letter. Cllr L Turnbull will take to the Environment Group.

**10 YORKSHIRE MARATHON**

The PC discussed the email received in respect of the plans for the Yorkshire Marathon and concluded that the map is unreadable. Last year the only problem had been with parking. Cllr J Brooks will take this up with COYC and point out the inconvenience the marathon causes to local businesses.

**11 LOCAL AND NEIGHBOURHOOD PLANS**

- 11.1 Update on the Local Plan - The Response from Parish Council will be published on the website by the Clerk.
- 11.2 Update on the DPC Neighbourhood Plan – The PC is aware this has not progressed and this needs to move forward.
- 11.3 Housing allocation Neighbourhood Plan – This will be part of the review of the Neighbourhood Plan.

**12 FINANCE AND CORRESPONDENCE**

- 12.1 Full updated Accounts and Accruals to date for 2016/17

ACCOUNTS

<b>Investment Bond &amp; Account</b>	<b>£20,654.28</b>	<b>Jul-16</b>
<b>Premium Account Income</b>	<b>£2,038.77</b>	<b>Jul-16</b>

<b>Current Account</b>	<b>£68,407.42</b>
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**Jul-16**

**Current Account Income**

Cemetery - Memorial	100.00
In Bloom - donation Red Move	500.00
Ward Grant - Defibrillator	1270.00
Cemetery - plot and interment and interment	830.00
Donation from late Arthur Metcalfe To In Bloom	100.30
Cemetery - Memorial	100.00

**£2,900.30**

**Current Account Expenditure**

Reading Rooms hire	160.00
Bank Charges - returned cheque	2.00
J Bone Salary (8/7/16 - 7/8/16)	317.50
Julie Bone expenses - stamps and envelopes and Land registry fee, HMRC tax due	45.07
Acer garden Services	362.40
Stuart Kay - payment x 2 invoices for Truman and Partner (water bowser and maintenance)	1297.94
PKF Littlejohn - audit annual accounts	360.00
JRB Enterprise Ltd	165.00
YLCA - Course booking A Dykes	45.00
Trueman and Partners	241.71
Julie Bone Expenses - YLCA Good employer publication, subscription Web guys and HMRC payment	40.19
Yorkshire Ambulance Service - Defibrillator	1524.00
Yorkshire Water - Allotments	12.37
Julie Bone - Salary (8/8/16-7/9/16)	317.70
Acer garden Services	362.40
Steve Ashby - Millenium Garden costs	11.82

**£5,265.10**

<b>Forecast Current Account</b>	<b>£66,042.62</b>
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**Sep-16**

<b>Premium Account</b>	<b>£2,038.77</b>
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**Sep-16**

<b>Investment Bond 1 &amp; 2</b>	<b>£20,654.28</b>
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**Sep-16**

**£88,735.67**

A further £270 has been received in donations for In Bloom

## 12.2 Correspondence – See list below of previously circulated correspondence.

Date		Subject	Sender
01/07/2016	Email	Parish Council report [NOT PROTECTIVELY MARKED]	NYP
01/07/2016	Email	CITY OF YORK EMAIL REPLY 16/01310/FUL	Sharon Jackson - COYC
01/07/2016	Email	Engaging Lunchtime - What is the Community Covenant?	Moira Scaife - COYC
01/07/2016	Email	Updated edition of the publication 'Being a Good Employer - A Guide for	YLCA
01/07/2016	Email	A1079 Streetlights.	Mark Warters
04/07/2016	Email	Weekly Email News Digest - Monday, 4 July, 2016	Rural Services
04/07/2016	Email	Your Northern Gas Networks Stakeholder Bulletin	Northern Gas Network
05/07/2016	Email	Re: Apollo Festival, Clifton Sports club.	Mark Warters
05/07/2016	Email	FW: Bus Consultation	Est Riding
05/07/2016	Email	Invitation to attend Emergency Planning Rest Centre Exercise	Katie Fisher - COYC
06/07/2016	Email	The Vision for Children`s Health	Early year conference
06/07/2016	Email	FW: Training available in July	YLCA
06/07/2016	Email	Agenda for Decision Session - Executive Member for Transport and	Judith Betts - COYC
07/07/2016	Email	National Village, Parish and Community Hall network	YLCA
07/07/2016	Email	Julia Mulligan wants to hear your views on Revenge Porn	NYP
08/07/2016	Email	CPD approved Invitation for Dunnington Parish Council	Public Sector
08/07/2016	Email	FW: Workplace Pension Session 13 July	YLCA
11/07/2016	Email	EA - keeping you informed 6 months on from the floods	Debbie Manson
11/07/2016	Email	Weekly Email News Digest - Monday, 11 July, 2016	Rural Services
12/07/2016	Email	The proposed fish and Chip shop on the 1079	Stuart Kay
12/07/2016	Email	Agenda for PFA AGM 21st July 2016, plus Minutes of last PFA AGM July 2015	Pamela Ward
12/07/2016	Email	THE PLUNKETT FOUNDATION - COMMUNITY RIGHTS EVENT	YLCA
12/07/2016	Email	Agenda for Health and Wellbeing Board, Wednesday, 20th July, 2016,	Judith Betts - COYC
12/07/2016	Email	Agenda for Decision Session - Executive Member for Transport and	Judith Betts - COYC
13/07/2016	Email	RE: "tea stops" [NOT PROTECTIVELY MARKED]	Michal Czekajlo
13/07/2016	Email	Proposed street cleansing schedule for Osbaldwick and Derwent Ward	Michal Czekajlo
18/07/2016	Email	Plans List Week 17	Amy Brooks - COYC
18/07/2016	Email	Yorkshire Local Councils Associations - Finance Training	YLCA
18/07/2016	Email	ALLOTMENTS TRAINING EVENT - TUESDAY 15 NOVEMBER 2016	YLCA
19/07/2016	Email	Procedures, Powers and Policies Training 26 July	YLCA
19/07/2016	Email	Weekly Email News Digest - Tuesday, 19 July, 2016	Rural Services
19/07/2016	Email	City of York Local Plan Preferred Sites Consultation	John Roberts
19/07/2016	Email	An Introduction to Employment Law Training Course - 6 September	YLCA
19/07/2016	Email	Internet banking and playground inspections	YLCA
19/07/2016	Email	Training in play areas inspection	YLCA
20/07/2016	Email	Agenda for Health and Wellbeing Board, Wednesday, 20th July, 2016, 4.30 pm	Judith Betts - COYC
21/07/2016	Email	Locality - My Community Roundup	YLCA
24/07/2016	Email	16.8.17 deadline for September Grapevine	Grapevine
25/07/2016	Email	Capital programme for play areas	Mary Bailey - COYC
25/07/2016	Email	North Yorkshire Police - Email address of all parish councillors [NOT	NYP
25/07/2016	Email	Production of Parish Maps	YLCA
25/07/2016	Email	Plans List Week 18	Edward Bainbridge - COYC
25/07/2016	Email	AGM Minutes	Pamela Ward
26/07/2016	Email	York, Dunnington Burglary	NYP
27/07/2016	Email	Agenda for Area Planning Sub-Committee, Thursday, 4th August,	Judith Betts - COYC

27/07/2016	Email	White Rose Update July Edition	YLCA
27/07/2016	Email	Training Seminars - September to December 2016	YLCA
27/07/2016	Email	Dunnington Burglarys	NYP
28/07/2016	Email	7 Days in York - 28th July	Sarah Olley
28/07/2016	Email	Chairmanship Training - 24 October 2016, Cedar Court Hotel, Harrogate:	YLCA
29/07/2016	Email	Young people wanted to make a difference to their community	NYP
29/07/2016	Email	News from North Yorkshire Police - July 2016	NYP
31/07/2016	Email	Parish Council update [NOT PROTECTIVELY MARKED]	NYP
01/08/2016	Email	Weekly Email News Digest - Monday, 1 August, 2016	Rural Services
01/08/2016	Email	Plans List Week 19	Amy Brooks - COYC
01/08/2016	Email	CITY OF YORK EMAIL REPLY 16/01310/FUL	Sharon Jackson - COYC
01/08/2016	Email	Training event: Developing your skills as a councillor - Monday, 7 November	YLCA
01/08/2016	Email	Plans List Week 19	Amy Brooks - COYC
01/08/2016	Email	Revised Drawings - 11 Manor Beeches	Gill Mitchell - COYC
01/08/2016	Email	YLCA Annual Conference Scarborough 28 October to 30	YLCA
02/08/2016	Email	Working in Partnership Group meeting	Neil gibson - COYC
02/08/2016	Email	North Yorkshire Warm and Well Project	YLCA
03/08/2016	Email	Rural Opportunities Bulletin	Rural Services
03/08/2016	Email	Agenda for Decision Session - Executive Member for Transport and	Judith Betts - COYC
03/08/2016	Email	Grass Cutting	Richie Brunton
04/08/2016	Email	Your National Conference fees slashed!	SLCC
08/08/2016	Email	Agenda for Decision Session - Economic Development and	Louise Cook - COYC
08/08/2016	Email	Plans List Week 20	Amy Brooks - COYC
08/08/2016	Email	Consultation email 5 'Intake Lane	Edward Bainbridge - COYC
09/08/2016	Email	Training Events available in September	YLCA
09/08/2016	Email	REQUEST FROM THE NATIONAL ASSOCIATION OF LOCAL COUNCILS: COMMUNITY LED HOUSING SURVEY	YLCA
10/08/2016	Email	Consultation e mail Holme Lea - Hull Road	Amy Brooks - COYC
11/08/2016	Email	Decision sheet for Decision Session - Executive Member for Transport and	Jill Pickering - COYC
11/08/2016	Email	Consultation e mail 11 Church Balk	Amy Brooks - COYC
12/08/2016	Email	North Yorkshire Health and Wellbeing newsletter	YLCA
14/08/2016	Email	Health Scrutiny.	Mark Warters
15/08/2016	Email	Plans List Week 21	Amy Brooks - COYC
15/08/2016	Email	Training Events available in September	YLCA
15/08/2016	Email	Consultation email Simpson York Ltd	Amy Brooks - COYC
15/08/2016	Email	Decision Notice	Anne Curtis - COYC
15/08/2016	Email	Plans List Week 21	Amy Brooks - COYC
16/08/2016	Email	Northern Gas Networks Launches £50k Community Promises Fund	Northern Gas Network
16/08/2016	Email	Decision sheet for Decision Session - Economic Development and	Laura Clark - COYC
16/08/2016	Email	Weekly Email News Digest - Tuesday, 16 August, 2016	Rural Services
17/08/2016	Email	Talk by CCLA on investment funds	YLCA
17/08/2016	Email	EA Foss Barrier briefing	Debbie Manson
18/08/2016	Email	Rural Vulnerability Service - Rural Transport - August 2016	Rural Services
19/08/2016	Email	PFA Agenda	Pamela Ward
19/08/2016	Email	What's New in Public Sector Today	Public Sector
22/08/2016	Email	Planning List Week 22	Amy Brooks - COYC
24/08/2016	Email	Rural Spotlight on Heart of the Village	Rural Services
24/08/2016	Email	Training Events available in September	YLCA
24/08/2016	Email	Dunnington Parish Council - Terms and Conditions of Website Hosting	YLCA
26/08/2016	Email	Re. Meeting cancelled - 06/09/2016, 14:00, Decision Session - Economic	Laura Clark - COYC
26/08/2016	Email	Yorkshire Marathon - Sunday 9th October 2016 - RESIDENT	na Baker
26/08/2016	Email	Decision Garden Flats Lane	Gill Mitchell - COYC

27/08/2016	Email	Bus Changes - 28th August	Tony Walmsley
30/08/2016	Email	RE: The Scrap Box.	Tanya Lyon - COYC
31/08/2016	Email	Plans List Week 23	Edward Bainbridge - COYC

Cllr A Brooks has received correspondence from a Parishioner in respect of the lack of support for local businesses. He has written to our MP Julian Sturdy who is happy to support a campaign to promote local services.

A discussion took place which resulted in Cllr J Harrison proposing the PC express its support for a campaign to promote local services – All agreed.

12.3 Report Finance and Strategy group – Cllr A Brooks - nothing to report

### 13 REVIEWS

13.1 Local projects – Cllr S Kay

The Defibrillator has been installed and training is to take place on 13<sup>th</sup> October 2016.

WWII Memorial in the Church has been renovated.

No progress on the fence at the allotments.

A number of discussions have taken place in respect of the CCTV (with the Ward Committee) at the play park and to the funding for the improvement to the surface of the cycle track (Route 66) beside Hagg Wood.

The Reading Room would like to put in a disabled entrance to the library – a request for help may be received.

In Bloom have requested the PC consider paying for 3 new barrels. After discussion the PC agreed to pay for the purchase of these barrels.

Richard Tatham is obtaining quotes for the Cemetery car park resurfacing.

Cllr J Errington suggested we purchase some Glow in the dark dog fouling posters – the PC asked to see an example and will discuss it at the next meeting.

13.2 PFA Update – Cllr J Farmer sent a report as follows:

Everything going well. Leaflet going out in September.

Application for rate relief completed and handed in on 2<sup>nd</sup> August

CCTV application for Ward Funded handed in to the Council Offices on 15<sup>th</sup> August.

Current issues:-

- 1) Problem with rabbits coming in from adjacent allotments. Could be quite costly to put in special fencing but may be only option as damage being done to football and cricket pitches. As these allotments are privately owned the PC is unable to assist.
- 2) Cricket looking to put in another wicket because of demand. Additional outside playing areas continues to be an issue.
- 3) Car park in need of repair. Quotes awaited.
- 4) Decision to be made on level of fire system to be input.
- 5) Hope to increase size of B-fit gym as demand grows. This fits with trying to encourage people to take more exercise. Preliminary drawings being made.

13.3 Web site – Cllr A Dykes reported that the last month has been very active with the progress on the new website. A further £180 was requested for required development and was agreed by the PC. The estimated launch date is 1/1/17.

13.4 In-Bloom – Cllr L Turnbull reported that the annual dinner for volunteers will be in November. A new bench, provided by the Residents Association is to be installed in Manor

Drive. Work is going on constantly to keep the village looking good.  
Cllr J Brooks has made enquiries in respect of commissioning Green Wheelie Bins

13. Environment – Cllr L Turnbull reported that the Tree Report is still in progress and will be presented at the next meeting. An Action Plan has also been added. Cllr Turnbull has a new contact in respect of Rights of Way so any issues to let her know. There have been complaints made about the number of streetlights in Intake Lane which have been reported to CYC. Cllr Turnbull reported on the lack of dropped kerbs on Horsefield Way and Intake Lane which had been highlighted by a local resident. Cllr Brooks and Turnbull to consider.

Environment group have proposed that a representative from the Transport group and In Bloom could attend their meetings as this would be helpful to all.

13.5.1 Grimme Site – Cllr J Errington will draft a letter that can be sent to anyone parking on the verges

- 13.6 Cemetery – Cllr N Ford reported that a meeting will be held in November.
- 13.7 Play Park - Suspension ropes have now been repaired but the brackets need replacing, the original suppliers of which have gone out of business. An alternative supplier has now been found. Rospa inspection will take place at the end of the month.  
The checklist is up to date and the spreadsheet will be sent to the clerk at the end of the year. Future Development – Adult equipment to be considered.
- 13.8 Transport – Cllr J Maggs – nothing further to report
- 13.9 Emergency Plan – Cllr L Black – Nothing further to report

#### **14 PLANNING - Ongoing Applications**

- 14.1 Dunnington Lodge Cottage Elvington Lane Dunnington York YO19 5LT - Fell Cypress tree in a Conservation Area
- 14.2 Quality Clinical Reagents 15 Chessingham Park Dunnington York YO19 5SE - Variation of condition 2 of permitted application 15/00756/FUL to add first floor escape door and external metal staircase to rear
- 14.3 Kiln Cottage 13 Common Road Dunnington York YO19 5NG - Erection of 1no. dwelling (resubmission)
- 14.4 25 Garden Flats Lane Dunnington York YO19 5NB - Reserved matters application for approval of appearance, landscaping and scale for erection of detached dwelling and garage with room in roof to rear following previous approval of outline application 15/00442/OUT
- 14.5 5 Water Lane Dunnington York YO19 5NW - Three storey side and rear extension and single storey front and rear extensions
- 14.6 Shangrila 44 Church Lane Dunnington York YO19 5QA - Fell Pear tree in a Conservation Area
- 14.7 The New House, 5 Intake Lane Dunnington York YO19 5NX - Crown lift and thin Ash tree protected by Tree Preservation Order No: 1/1990

**15 PLANNING - New Applications**

- 15.1 Simpson (York) Ltd Units 6 - 8 Hassacarr Close Dunnington York - Single storey side extension to form plant room and storage area
- 15.2 11 Church Balk Dunnington York YO19 5PR - Single storey rear extension – can be seen from the roadway – awarded D and opposed
- 15.3 Holme Lea Hull Road Dunnington York YO19 5LR - Installation of a hard surfaced access track to serve agricultural land off Hagg Lane
- 15.4 Highway Central Reservation Fronting Grimston Bar Park And Ride Hull Road Dunnington York - Display of non illuminated sponsor signs
- 15.5 31 Eastfield Lane Dunnington York YO19 5ND - Dormer window to rear and pitched roof over existing flat roof rear extension

**16 PLANNING - Decisions (CoYC)**

- 16.1 Pumping Station Stamford Bridge Road Dunnington York - Proposed change of use from agricultural building to business (use class B1) under Schedule 2, Part 3, Class R of The Town and Country Planning (General Permitted Development) Order 2015 - Refused
- 16.2 Holme Lea Hull Road Dunnington York YO19 5LR - Single storey rear extension - Approved
- 16.3 40 York Street Dunnington York YO19 - Part conversion of outhouse to residential accommodation, erection of single storey rear extension and detached garage, demolition of conservatory - Approved
- 11.4 Bramble End Derwent Lane Dunnington York YO19 5RR - Crown reduce Ash tree protected by Tree Preservation Order no.: CYC 201 - Approved
- 11.5 43 Horsfield Way Dunnington York YO19 5RH - Single storey front extension - Approved
- 11.6 11 The Manor Beeches Dunnington York YO19 5PX - Single storey side and rear extensions – Approved
- 11.7 27 Eastfield Lane Dunnington York YO19 5ND - Dormer window to rear - Approved
- 11.8 1 Thornbeck Dunnington York YO19 5JZ - Erection of garage to side with new access - Approved

**12 AOB**

Next Meeting to be held Monday 10<sup>th</sup> October 2016 at St Nicholas Church

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