

Sherburn Parish Council

Minutes of the Ordinary Council meeting held on 18th February 2019 in Sherburn Methodist Chapel commencing at 7.00pm

Attended by: Cllr T Webborn (Acting Chairman)
Cllr J Skelton
Cllr A Oulton
Cllr J Peel
Cllr P Lovegrove
Cllr J Sanderson
Miss S Lathwood (Clerk)

1/19 To Receive Apologies For Absence:

Cllr I Walker-Stabler – Apology Received And Accepted
Cllr J Raper – Apology Received And Accepted
Cllr C Cade – No Apologies Received
Cllr J Waller – No Apologies Received

2/19 To Receive Any Members Declarations Of Interest In Any Item On This Agenda:
No declarations made

3/19 Previous Minutes:

Minutes from the Ordinary Meeting held on 21st January 2019 were circulated and amendments were asked to be made to clarify some points. It was agreed that the amended minutes would be re-circulated for approval at the next Parish Council meeting.

Actions To Be Taken:

It was asked that a Matters Arising/Actions To Be Taken section be added to the minutes going forward so that Councillors would be aware of what tasks were given to them to complete

4/19 Public Forum:

There were no members of the public in attendance.

5/19 Action Taken from 4:

No actions to be taken

6/19 Reports:

- i) There was no report received from Neighbourhood Watch meeting and no date as yet for the next meeting. Cllr Lovegrove asked if he could be notified of the date when it was announced.
- ii) Cllr Raper's apology email was read out to the Councillors confirming the appointment of a new Chief Executive and the hope that this will now get the workload moving forward.
- iii) Cllr Sanderson confirmed that the full Council is to meet this week. There are to be £157m made in savings by 2020 (£190m by 2021/22), but as NYCC has already been reduced by 40% since 2011 it is hoped that these savings will be made by transforming services rather than cutting them any further with Central government are looking at the redistribution of available funds.
Council Tax is to be increased by 2.99% with 2% ring-fenced for Adult Services.

Approved:

7/19 Clerks Report:

The Clerk distributed the nomination papers for the May 2019 election process. She confirmed that only section 1 needed to be completed and hand delivered to Ryedale Council. The Clerk confirmed that if the completed papers were returned at the next Parish Council meeting she would return them en masse on the Councillors behalf. Each Councillor requires two nominations, along with their electoral roll number.

The Clerk confirmed that, while Councillors could apply for their own copy of the electoral roll, she held a copy centrally and would be able to provide the relevant details if requested.

The Clerk was asked if draft minutes could be circulated earlier in the month to allow for the Councillors to enact the Actions To Be Taken and why they were hand delivered on paper. The Clerk explained that as not all Councillors has access to computers, a paper copy was required and in order to save on time and fuel costs, delivery of the minutes was made at the same time as the agenda and when the agenda was displayed in the Parish Council noticeboard. It was suggested that an alternative delivery method could be found and the Clerk is to look at costs and efficiency savings.

Actions To Be Taken:

Nomination papers to be completed by each Councillor who wishes to continue with their seat on the Council after May 2019.

The Clerk is to investigate alternative methods of delivery for the minutes and the cost/efficiency savings of each one.

8/19 Finances:

Cllr Skelton of the Finance Committee was presented with the invoices for approval, along with bank reconciliation. All were approved, they are to be circulated to Cllr Cade separately for secondary approval.

Cash Book

Opening Balance	£29475.49	
Less Expenditure	£1077.22	Cheques approved at 18/01/19 meeting
Closing Balance	£28398.27	

Bank Reconciliation Balance £28398.27

Bank Balance as at 17th February 2019

Current Account £8398.27
Business Account £20000.00

Bank Reconciliation Balance £28398.27

Cheques presented and approved for payment this month totalling: £813.93

101828	IAS Gardening Services	£448.00
101829	Miss S Lathwood	£305.93
101830	Duncan Wilson Electrical	£60.00

It was requested that the Caretaker include his hours on each invoice and noted that the contract is coming up for renewal this year. The idea of an action plan for the caretakers duties in the village was raised and the Clerk agreed to compile the information from previous invoices of what jobs were done and when.

Approved:

Actions To Be Taken: Previous caretaker invoices to be compiled on a timeline to allow for the creation of a sub committee to design an action plan and corresponding tender advertisement for the Caretakers role.

9/19 Planning Applications:

Three planning applications have been received

19/00138/MFUL – Erection Of Agricultural Building For The Housing Of Pigs Together With Feed Bins And Area Of Hard Standing and 19/00139/MFUL – Erection Of General Purpose Agricultural Storage Buildings are to be circulated around the Councillors for further perusal. The Clerk will contact Ryedale Council to ask for an extension on the comments closing date until after the next Parish Council meeting.

19/00144/MFUL - Erection Of Agricultural Livestock Building For The Fattening Of Pigs With Area Of Hard Standing And 2 Feed Bins. The Councillors saw no objection to these plans.

The Clerk confirmed that all plans are available via the online Ryedale Council planning portal and agreed to email the links to Cllr Lovegrove.

Actions To Be Taken: The Clerk is to request a comments date extension and the plans are included in the circulation for Councillors to review and allow for discussion at the 18th March 2019 Parish Council meeting.
Online links to planning applications to be emailed to Cllr Lovegrove

10/19 Sherburn Against Speeding

The formation of a sub-committee, to be led by Cllr Lovegrove, to focus on the issue of speeding within Sherburn was discussed and proposed by Cllr Peel and seconded by Cllr Webbourn.

It was confirmed that three Councillors, Cllrs Waller, Webbourn and Lovegrove had met on two occasions since the last Parish Council meeting to create an action plan for Sherburn Against Speeding (SAS). This has been entitled 'NAOMIE' and a poster explaining it is to be displayed on the Parish Council website.

Since the last Parish Council meeting Cllr Lovegrove contacted the Clerk to ask about putting Speed Sign stickers on wheelie bins around the village, particularly at houses along the A64, St Hildas Street and Vicarage Lane where speeding is an issue. It was confirmed that Bridget Skaife at Ryedale Council had responded to the query and agreed that this was acceptable and she provided contact details for Smart Wheelie who have sold stickers to the 95 Alive campaign.

Cllr Lovegrove has sent a number of emails regarding the sub-committee and its intentions. The Clerk confirmed that all correspondence should really go through her and requested that copies of all of the emails already sent be forwarded to her for filing.

The issue of funding was raised and the Clerk was requested to investigate possible sources available for anti-speeding schemes. It was mentioned that Kingspan/Severfield may have funding available for schemes like this and the Clerk is to speak to Cllr Waller to establish who is the best contact to query this with.

The possibility of increasing the number of speed bumps in the village or improving the condition of the existing ones was mentioned. It is believed that the current speed bumps were requested by the school, but this was not definite.

Approved:

The purchase of a pack of 100 stickers showing a 20mph speed limit and 100 showing 30mph, was proposed by Cllr Peel and seconded by Cllr Webborn, with the initial costs being estimated at around £360.00. The Clerk is to contact suppliers to arrange for a credit account to allow for the order to be made before the next Parish Council meeting when the cheque payment can be authorised.

The next SAS meeting is to be arranged shortly and speed limits within the village are to be confirmed as there was some query as to whether part of St Hildas Street was under a 20mph limit rather than a 30mph limit.

Actions To Be Taken: The clerk is to confirm village speed limits, contact sticker suppliers and query the provision of further speed bumps with Ryedale Council. She is also to speak to Cllr Waller to confirm a Kingspan/Severfield contact.
Cllr Lovegrove is to forward all emails regarding the SAS to the Clerk, along with the action plan poster for display on the Parish Council website.

11/19 Update On Contact From Sherburn Playing Fields

The Clerk confirmed that a letter was sent to the Playing Fields Association (PFA) on 1st February 2019 but as yet, no response had been received.

It was stated that the parking during matches on 16th February 2019 was much improved.

Actions To Be Taken: The Clerk is to chase up response from the PFA

12/19 Dog Fouling Issues And Relevant By-Laws

Cllr Webborn is to email the Clerk details of the dog walking bags discussed at the previous Parish Council meeting.

The Clerk raised the idea of poop bag dispensing boxes at various points around the village following sight of an internet video showing a young lady who had been placing old soft drink bottles filled with bags around her village to encourage people to use these bags to clear up after their dogs. She has asked the Caretaker to estimate what they would cost to build from scratch as a possible alternative to the dog walking bags or alongside them.

Actions To Be Taken: Cllr Webborn will send details to the Clerk and this item will be moved on to next months agenda.

13/19 Alternative Locations For Future Parish Council Meetings

The Clerk confirmed that the Village Hall had taken a year round booking for every Monday evening meaning that the Parish Council would be unable to meet there. It was agreed that the Methodist Chapel is the most suitable option.

Actions To Be Taken: The Clerk is to confirm with the Methodist Chapel that meetings can continue to be held there year round.

14/19 Maintenance Work:

The Caretaker is still working on his basic duties and is still planning to return in March 2019. As stated before, any works that aren't completed will be brought up to date upon his return.

Additional jobs for this month were asked to include re-painting the dog waste signs on pavements around Sherburn and gritting should the need arise.

Approved:

It was also raised that the pathways around the village could do with clearing of debris, particularly between the school and the village hall, and by St Hildas Church.

There was a drain blockage reported, located opposite Pasture House on St Hildas Street.

Actions To Be Taken: The Clerk is to update the Caretakers on the additional job requests and report the blocked drain to the appropriate authority for clearing.

15/19 Sherburn Parish Council Website

Item to be moved onto next months agenda

Actions To Be Taken: The Clerk is to chase up Cllr Waller for the final website design ready for publication at the end of March 2019.

16/19 Update On The Pathways Project

During the February meeting a litter pick around the Wildwood took place.

The next meeting is on 2nd March 2019 and a plastic polytunnel is to be constructed for used by the school.

Cllr Webborn asked about setting up a formal sub-committee for Pathways and the Clerk suggested that this be included in the May agenda to start the new Parish Council year.

17/19 New Sherburn Parish Plan

Item to be moved onto next months agenda

18/19 Next Agenda & Wolds Warbler

- i) Sherburn Parish Council Website
- ii) Sherburn Against Speeding
- iii) Ideas For Inclusion In The New Parish Plan
- iv) Dog fouling issue around the village and solutions
- v) Update On Contact From Sports Club Regarding Parking
- vi) Caretaker invoices and action plan

19/19 Next Meeting:

To be held at Sherburn Methodist Chapel on Monday 18th March 2019 at 7pm.

The meeting closed at 9:06pm

Signed..... Chairman

18th March 2019