

Sherburn Parish Council

Minutes of the Ordinary Council meeting held on 15th April 2019 in Sherburn Methodist Chapel commencing at 7.00pm

Attended by: Cllr I Walker-Stabler (Chairman)
Cllr C Cade
Cllr J Skelton
Cllr T Webborn
Miss S Lathwood (Clerk)

1/19 To Receive Apologies For Absence:

Cllr J Waller – Apology Received And Accepted
Cllr J Raper – Apology Received And Accepted
Cllr J Sanderson – Apology Received And Accepted
Cllr A Oulton – No Apology Received
Cllr J Peel – No Apology Received

2/19 To Receive Any Members Declarations Of Interest In Any Item On This Agenda:

Cllr I Walker-Stabler – Item 14

3/19 Co-Option Of two Parish Council Seats

Mr Nathan Roberts and Mr Chris Miles were both unanimously voted onto the Parish Council.

4/19 Previous Minutes:

Minutes from the Ordinary Meetings held on 18th March 2019 were circulated and approved with the following amendments;

- * Cllr Webborn asked that it be included in the minutes that he had voted to approve the payment to Cllr Lovegrove

Actions To Be Taken:

The Clerk is to make the requested amendments to the minutes before approval

5/19 Public Forum:

Mr John Shipley was in attendance at the meeting, plus Mr Paul Emberley (Conservative candidate for Ryedale Council).

Mr Shipley asked for an update on the allotments in Sherburn. The Clerk confirmed that since the last meeting, only one enquiry had been received regarding allotments from a Mrs Shipley. This was confirmed to be Mr Shipley's wife. This meant that only 3 enquiries had been received in total. The Parish Council is not required to take further action at this time, but the Clerk stated that she had further information on the subject to be raised later in the meeting.

Mr Shipley also asked about the refilling of the grit bins around the village, the Clerk confirmed that she is still awaiting a response as to why the refilling criteria has changed since the bins were put in situ.

Mr Shipley queried the dropped kerbs around Sherburn and it was clarified that the ones placed outside the doctors surgery had been seen as a priority, but that others had been suggested in a 2012 report. The surgery dropped kerb is repeatedly blocked by parked cars and is difficult to use. The possibility of having a H-bar painted in front of it was raised and is to be chased up. The other dropped kerbs from the 2012 report are also to be investigated.

Approved:

Mr Shipley also raised that the January 2019 minutes on the website were unable to be viewed and asked if it would be possible to put the minutes together in year files rather than monthly, to make it easier to search historic files.

6/19 Action Taken from 4:

The Clerk is to update the January minutes on the website and speak to Cllr Waller about the ability to put together the minutes into annual files. She will also chase up a response to the grit bin criteria, along with the possibility of road markings in front of surgery dropped kerb and the 2012 dropped kerb report.

7/19 Reports:

- i) There was no report received from CAP meeting.
- ii) No report from Cllr Raper.
- iii) No report from Cllr Sanderson.

8/19 Clerks Report:

The Clerk circulated the email she had received from Cllr Lovegrove tendering his resignation.

It was confirmed that the Clerk had located the paperwork relating to both parcels of land, Wild Wood and corner of Walnut Grove, suggested for allotments. The Wildwood lease does not allow for allotments on the land or for a sub-tenancy to be entered into, while the land at the corner of Walnut Grove has a large sewerage pipe running beneath it.

It was suggested that raised beds could be put onto the land at the corner of Walnut Grove, which would have no effect on the sewerage pipe. Concerns were raised over vandalism, which has already occurred on the site previously, and the lack of parking. The Clerk confirmed that she had also received an email from a member of the public objecting to any plans to put any allotments on that site.

The Clerk made the suggestion that in order to adhere to the existing lease on Wildwood, a community garden could be created where no one person has a set plot of land, but instead anybody could work on any piece/bed. It was asked that the Clerk investigate changing the tenancy to allow for allotments.

The Clerk read out the paragraph from 'Local Council Administration' regarding the recording of the minutes and research from the internet was also read out to the Councillors. It was asked that the Council minutes work on opt in/opt out as to whether Councillors are named alongside their suggestions, opinions and decisions. It is hoped that this will lead to a more collaborative Council in the future.

Actions To Be Taken:

Clerk is to contact Ryedale Council to query amending Wild Wood lease.

9/19 Finances:

The Finance Committee were presented with the invoices for approval, along with bank reconciliation.

Cheques were presented for signature for both the Clerk and the Caretaker for May and June. The Clerk explained that of the three bank signatories only one had signed back on to the Council come May 2nd elections, so to ensure that both the Clerk and the Caretaker were paid while new signatories were put onto the bank account, these four cheques would be signed in advance and presented to the Council as normal at each months meeting.

Approved:

Cash Book

Opening Balance	£27596.39	
Less Expenditure	£844.22	Cheques approved at 18/03/19 meeting
Closing Balance	£26752.17	

Plus Uncleared Cheques £10.00

Plus Cancelled Cheque £49.63

Bank Reconciliation Balance £26811.80

Bank Balance as at 14th March 2019

Current Account	£6799.75
Business Account	£20012.05

Bank Reconciliation Balance £26811.80

Cheques presented and approved for payment this month totalling: £1478.39

101835	YLCA	£300.00
101836	IAS Gardening Services	£716.90
101837	J Marley	£12.00
101837	Miss S Lathwood	£449.49

Cllr Miles left the meeting at this point.

10/19 Planning Applications:

19/00418/73A - Variation of Condition 02 of approval 18/00009/HOUSE – The roof slope from the original plans has been amended as it was not high enough for the disabled adaptations needed at the property. The Councillors had no objections to this alteration.

Application 19/00357/FUL – Change of use and conversion of agricultural building to a two bedroomed dwelling - was also discussed. No objections were raised to these plans.

11/19 Sherburn Against Speeding

Draft bin sticker designs were circulated around the Councillors, along with a draft letter for distribution asking if people would use them.

The draft showed a green octagon to properly distinguish it from the official speed limit signs. The Clerk was asked to find out if a red octagon would be permitted.

The letter is to be distributed by the Caretaker along St Hildas Street and returned, once completed, to the middle shop.

100 x 30mph signs are to be ordered for distribution following the receipt of the completed letters. A copy of the letter can also be displayed on the 'Whats On' page on Facebook.

Actions To Be Taken:

The clerk is to query the amended design and order stickers.
Letters are to be printed off and delivered to the Caretaker.

Approved:

12/19 Update On Contact From Sherburn Playing Fields

The Clerk confirmed that she had been unable to respond to Mr Dobson at the Playing Fields Association (PFA) due to time constraints, but would endeavour to do so before the next Parish Council meeting.

Actions To Be Taken: The Clerk is to draft a response from the PFA

Cllr Walker-Stabler raised the possibility of increasing the Clerks hours slightly as workload increases and it was agreed that this would be discussed further at the next Parish Council meeting.

13/19 Dog Fouling Issues And Relevant By-Laws

The Clerk confirmed that the dog bags had been ordered, but had not yet been delivered. Ryedale Council have agreed to provide dog poop bags for inclusion, but these are to be collected at the earliest opportunity.

Actions To Be Taken: The Clerk is to bring the completed bags to the next meeting to arrange distribution.

14/19 Maintenance Work:

The Clerk confirmed that she had driven around Sherburn with the Caretaker to complete a map of all the grass cutting areas. Each cut takes one man 10 hours to complete.

This map and a timetable of works for the Caretaker was circulated around the Councillors for consideration for the new contract in November 2019.

It was asked if the grass cuts can be done earlier or later in the year, or perhaps less frequently to promote the growth of wildflowers around the village.

The Caretaker confirmed that over the last month he has been litter picking, grasscutting and spray painted the dog clean up signs around the village.

He has received contact from a member of the public stating that the bridge over East Beck has been damaged and a query was raised as to who was actually responsible for this bridge. The Caretaker is to inspect the bridge and may have to remove it for safety, although it is hoped that it may be a simple repair.

A query was raised regarding the drystone wall located at East Beck and it was asked if the top layer could be cemented on to secure it.

Actions To Be Taken: The Clerk is to compile a definite timetable of works for the Caretaker and query ownership of the East Beck bridge. She will also look at drystone wall maintenance to see how best to secure it.

15/19 Sherburn Parish Council Website

The Clerk confirmed that the website was up and running under its new host, although the layout remained the same for the time being.

Approved:

16/19 Update On The Pathways Project

Risk Assessment templates were handed to Cllr Webborn and it was confirmed that the person organising an event would be responsible for completing the risk assessment. Activities seen as low risk are to continue, but anything though to be a higher risk will need to be considered further. The Parish Council's Public Liability insurance was also confirmed.

The status of the path along West Beck was asked for and it was confirmed that it was not yet finalised. This delay was mainly due to the lack of volunteers on the project. Cllr Webborn confirmed that materials that have been purchased, but not yet used were currently being held by him until the time came to use them.

The creation of a subcommittee for the Pathways project was raised again and the Clerk confirmed that it would be raised at the May meeting once the new Parish Council members were established.

The possibility of engaging a contractor to complete the pathway was raised and prices are to be investigated.

17/19 Next Agenda & Wolds Warbler

- i) Possible Increase Of Clerks Hours
- ii) Dog Walker Bags
- iii) Letter To PFA
- iv) Allotments And Wildwood Lease Amendments
- v) Criteria For Grit Bins And Cost For Refilling
- vi) Annual Grant Applications

18/19 Next Meeting:

Mr Shipley stated that he was unsure if he would be able to attend the next meeting if held as planned on Monday 20th May 2019 at 6.30pm. As his attendance is required to make the Parish Council quorate it was decided to change the meeting to Tuesday 21st May 2019 at the Methodist Chapel at 6.30pm

The meeting closed at 8:51pm

Signed..... Chairman

21st May 2019