

APPLETON ROEBUCK & ACASTER SELBY PARISH COUNCIL
Clerk to the council: Mrs Fiona Vicary
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Minutes of the proceedings of the Appleton Roebuck and Acaster Selby Parish Council meeting held in the Parish Rooms on 3rd July 2013

PRESENT

Cllr Janet Flint, Cllr Trevor Phillips, Cllr Peter Lawrence, Cllr Rachael Black, Cllr Geoff Steel, Cllr Roger Birkley, District Cllr Richard Musgrave, Mrs Fiona Vicary (Clerk)

Parishioners: 4

1 TO RECEIVE APOLOGIES FOR ABSENCE

Cllr Les Rayment, Cllr Ian Quick.

2 CONFIRMATION OF MINUTES OF 5TH JUNE 2013

The minutes were confirmed as a true and accurate record.

3 TO RECEIVE DECLARATIONS OF INTEREST

None.

4 FINANCE MATTERS

The Parish Council resolved to approve the following payments:

a) Parish Clerk's salary £238.56

b) Parish Clerk's expenses £91.49

c) Cleaner's invoice £56.00

d) T Watson Electrical £45.00 – new electrical supply and switch to PID light

e) Npower - £123.54 – electrical supply to Parish Rooms (final bill recalculated since June meeting)

Eon electricity statements for Parish Rooms received

Income received in May 2013: £5073.50 which includes the first installment of the precept £4377.50.

As there will not be a meeting of the Council during August, it was resolved to approve payments in advance and review them at the September meeting.

5 TO REVIEW THE HIRE RATES OF THE PARISH ROOMS

It was resolved to move this to a closed session after the meeting.

The Clerk will investigate funding that may be available to help with improving village hall insulation.

During the closed session, the Parish Council resolved to look at hire charges for regular users and external funding on an individual basis.

6 TO PROVIDE AN UPDATE ON THE NEIGHBOURHOOD DEVELOPMENT PLAN PROCESS, INCLUDING:

The initial steering group meeting has been held. The following positions were filled:

- Chairman – Cllr Les Rayment
- Vice Chairman – Cllr Janet Flint
- Secretary – Mrs Pauline Rayment

A grant of £7000 has been offered to the Parish Council to help with the costs of writing a Neighbourhood Plan. It was resolved to accept the grant.

The Parish Council resolved the following matters:

- approved a letter to Selby District Council confirming the neighbourhood area for the Neighbourhood Development Plan
- approved the Statement of Community Involvement for the Neighbourhood Development Plan
- agreed in principle to include a contribution from the Parish Council of £1000.00 towards the costs of the Neighbourhood Development Plan
- approved the Steering Group's Terms of Reference

Cllr Phillips will take a funding bid to the CEF if appropriate.

7 TO PROVIDE AN UPDATE FROM THE POLICE VISITING THE VILLAGE

A PCSO visited Appleton Roebuck in June and did not encounter any problems or illegal parking. A number of people were spoken to regarding the Shop Hill area where problems can occur, particularly with farm traffic, if the road is blocked.

The Parish Council believes that the Road Safety Officer has not yet visited the school. County Cllr Casling will be contacted to help with this. **Action:** Clerk.

8 TO PROVIDE AN UPDATE ON THE RESPONSE FROM THE YORK DIOCESE REGARDING THE LAND ADJACENT TO ALL SAINTS CHURCH, APPLETON ROEBUCK

The York Diocese has asked for further information regarding the potential use of the land.

It was resolved to move the issue of providing a play area to the Neighbourhood Development Plan Steering Group. **Action:** Clerk.

9 TO APPROVE THE HIRE AGREEMENT FOR THE PARISH ROOMS

It was resolved to approve the hire agreement. A different hire agreement will be introduced for regular hirers of the Parish Rooms.

10 TO CONSIDER TWO COMPLAINTS REGARDING THE BUILDING SITE IN MALT KILN LANE

The initial problems with the builders have now settled down and it now appears to be a well-managed site.

The Parish Council expects the road surface to be repaired once the development has been completed.

11 TO CONSIDER ISSUING KEYS TO THE PARISH ROOMS FOR PRE-SCHOOL AND THE DRAMA GROUP

It was resolved to provide the drama group with a key to the front door and pre-school one additional key (pre-school hold two in total).

12 TO PROVIDE AN UPDATE ON THE JAMES CAMPNEY TRUST

There is some confusion regarding the James Campney Trust and the Dame Mary Lindsay Charity. A meeting will be held to discuss the issues. **Action:** Clerk.

13 TO PROVIDE AN UPDATE ON THE CLERK'S SUBMISSION FOR THE CERTIFICATE IN LOCAL COUNCIL ADMINISTRATION

The Parish Clerk confirmed that she passed the Certificate in Local Council Administration (Cilca) in June 2013.

14 PLANNING

a) Rebuild of existing first floor extension above garage extending existing roof over at Paddock House, Malt Kiln Lane, Appleton Roebuck. The Parish Council resolved to return no comments.

b) Retrospective application for the installation of an air source heat pump at Villa Farm Barn, Villa Farm Way, Appleton Roebuck. The Parish Council resolved to make the following comment: "The installation must be enclosed in a suitably ventilated acoustic enclosure so that noise from the operation of the heat pump is attenuated to ensure that the operation of the pump does not cause a noise nuisance to the occupants of adjacent residential properties, particularly during evening and night time hours. Also, before considering this application, the Planning Committee consults and receives a report from the District Council's Chief Environmental Health Officer on the proposed installation."

c) Extension to dropped kerb access to driveway at Thistle Dew, 4 Bond Lane, Appleton Roebuck. The Parish Council resolved to return no comments.

d) Proposed ground floor extension and alterations to the first floor at The Old Church House, Main Street, Appleton Roebuck. PERMISSION GRANTED.

e) Erection of a single storey agricultural storage building at Hill Top Farm, Back Lane, Acaster Selby. PERMISSION GRANTED.

15 CORRESPONDENCE

- Correspondence requiring decisions or actions
 - Local Government Boundary Commission's electoral review of Selby – this affects Appleton Roebuck and comments are required by 9th September 2013
 - Selby District Council - National Non-Domestic Rates (NNDR) – discretionary rate relief policy, consultation period runs from 17 June 2013 to 26 July 2013
- Correspondence for information
 - City of York Local Plan Preferred Options consultation – June 2013

- Rural Action Yorkshire – Winter Weather Agents Toolkit
- NYCC list of approved highway schemes
- Healthwatch information
- Selby District Council – consultation of draft empty homes strategy 2013 – 2016, consultation period runs from 24th June to 4th August 2013
- Funding is available for sports clubs to support 14 – 25 year olds. Please contact j.chapman@wlct.org for further information

16 PARISHIONERS COMMENTS

A parishioner has requested a road mirror to be installed opposite Colton Bridge Cottages. The Highways Agency has reported that it does not support road mirrors within the highway. This is because the Department for Transport guidance is that a mirror has a distorted and not true image, suffers from glare from reflection of lights or bright sunlight and they pose maintenance issues. However, a road mirror could be put on private land, subject to the land owner's permission.

17 DATE OF NEXT MEETING

Wednesday 4th September 2013.

The meeting closed at 10:10 pm following the closed session.