



Tockwith with Wilstrop Parish Council
North Yorkshire

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TOCKWITH WITH WILSTROP PARISH COUNCIL
MEETING HELD ON WEDNESDAY 15th JULY 2020
HELD VIRTUALLY VIA ZOOM

DRAFT MINUTES

Present: Cllrs: Keith Pope (Chairman), Norman Waller, Allan Robinson, Derm Tanner, Stuart McHenery, Sue Corbett, Arnold Warneken.

Also Present: Joy Richardson (Clerk)

Members of the Public: 1

20.61 APOLOGIES FOR ABSENCE

Cllr Marston sent apologies and they were accepted. NYCC Cllr Paraskos sent his apologies.

20.62 DECLARATIONS OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS.

No declarations of interest.

20.63 PUBLIC OPEN FORUM

No matters raised by the member of the public.

20.64 COUNTY AND DISTRICT COUNCILLOR REPORTS

20.64.1 Cllr. Paraskos sent details regarding DOT regulations for STOP signage on 22/06/2020.

20.64.2 Cllr. Waller reported: Potential upheaval due to the plan for a new unitary authority.

20.65 MINUTES

The minutes of the 17th June 2020 Ordinary Meeting of the Council were agreed as a correct record and duly signed by the Chairman.

20.66 CLERKS REPORT

20.66.1 AJ1 registration funding available was brought to Council for discussion. **Action:** Clerk to send criteria for applications to Cllr. Corbett.

20.66.2 Cllr. Warneken had sent Clerk report of signage at Cattal Crossroads. Ongoing issues discussed.

Action: Clerk to contact Area 6 to highlight ongoing problems/signage missing/incorrect height.

20.66.3 A new Model Code of Conduct was currently being pursued by NALC,

To ask Council for their support of this new model which includes strengthening sanctions within the LGA.

To write to their MP and ask for his support for this new Code of Conduct. **RESOLUTION:** Full Council agreed to Support. **Action:** clerk to acknowledge their support and write to Nigel Adams MP on their behalf.

20.66.4 To review the Parish Council Media/Press Release Policy. Discussed at length including the need to Have clear and concise detailing which will include Social Media and the Church Parish Magazine. **Action:** Clerk to review, update and bring back to the September agenda.

- 20.66.6** Allotment update: Complaint had been received reference parking on the Bridlepath. Clerk has contacted Allotment tenants to remind them that no vehicles were allowed on the Bridlepath at all times. All plots now let. Allotment attendance had been busy during lockdown. **Noted.**
- 20.66.7** Clerk confirmed Notices of Casual Vacancies had been displayed on the Website and Notice Boards with a deadline of 22nd July 2020 for applications. 2 applications received as of this meeting.

20.67 MATTERS REQUESTED BY COUNCILLORS

Cllr Warneken updated Council regarding planning application no 15/01154/FUL reference possible breaches of the conditions of the granted application. Details discussed and Council agreed to support Cllr. Warneken's request to send a letter of support to the Planning Enforcement Officer who is dealing with this matter.
Action: Clerk to send letter of support from Full Council to Planning Enforcement Officer.

20.68 DECLARATION OF CLIMATE EMERGENCY

Chairman read out a statement reference this item of the agenda. Attached as Appendix A. Chairman proposed that this item be deferred to the September meeting due to circulation of documentation which it was considered was a pre-determination of the discussion and decision of the Parish Council for this item. Council discussed at length the decision which had been made at the June 2020 meeting of the Parish Council. Some councillors requested more time and information before considering the principles of how this declaration can be achieved. **RESOLUTION:** The principles of how the Parish Council can achieve the Declaration of Climate Emergency will be deferred to the September ordinary meeting of the Parish Council. Full Council **agreed** Clerk to request further information from the YLCA. Individual Councillors can carry out their own research and send any details to the Clerk for circulation.

20.69 VILLAGE HALL & SPORTSFIELD TRUST

- 20.69.1 VHMC working towards re-opening the VH with social distancing guidance in place. Replacement windows now completed.
- 20.69.2 Sportsfield Trust – building closed. Re-opening under discussion, risk assessment taking place. Tennis courts have been busy during lockdown. Repairs are required and will be discussed, funds are needed. Tockwith Juniors are back training with no more than 5 in a group. Car Park work to commence w/com 20th July.
- 20.69.3 Grant application from the Sportsfield Trust for a new line marker discussed. Brought forward from previous financial year. **RESOLUTION:** Council agreed by a majority decision to award a £500 grant for the purchase of a new line marker.

20.70 PLAY AREAS/PUBLIC OPEN SPACES

- 20.70.1 Councillor delegation to carry out inspections at Marston Road Play Park discussed. Cllr. McHenery volunteered to take on this role. **Action:** Clerk to send Cllr McHenery inspection sheets.
- 20.70.2 Re-opening of Marston Road Play Park and Berts Garden was discussed at length. HBC had re-opened Prince Rupert Drive play park following government advice/guidance. NALC had advised that the government advice was not workable. There had been requests from the community to open the Marston Road Play Park. Examples of Covid-19 had been circulated and signage specific to Tockwith with Wilstrop PC created. Full Council **agreed** a full clean should take place before opening and Covid-19 signage displayed. Cllr Tanner would carry out these procedures for Bert's Garden and Cllr. McHenery for Marston Road.
- 20.70.3 Maintenance of tree work at Westfield Green discussed at length. Full Council agreed to obtain an Inspection by a Arboricultural Consultancy. Cllr Warneken recommended a company. **Action:** Clerk to contact consultant and arrange a meeting/inspection at Westfield Green.
- 20.70.4 A tree management policy was now required for land owned by the Parish Council including a risk assessment. Clerk had prepared a draft policy and would bring this back to the September meeting for adoption. Discussed. **RESOLUTION:** Cllr Warneken was delegated to take responsibility for the Tree Risk assessment.

20.71 PLANNING APPLICATIONS

- 20.71.1 20/01913/TPO Lateral Reduction (by 1m-2m to property side) of 1 no. Ash Tree within Tree Preservation Order 17/2010. LOCATION: 23 Cowstail Lane Tockwith YO26 7SD (Circulated 29/06/2020) Previous agreement to leave with the HBC Tree Officers.
- 20.71.2 20/02018/FUL Erection of first floor and part two storey extension. LOCATION: 89 Prince Rupert Drive Tockwith YO26 7PT (Circulated 29/06/2020) Discussed. **RESOLUTION:** No Objections

20.72 PLANNING DECISIONS & ENFORCEMENT NOTICES

20.72.1 19/01743 FULMAJ Planning committee meeting held on 14/07/2020. The Parish Council had sent a Representative. The application was approved. Cllr. Waller reported that Council should ensure compliance is met for the S106 final agreement. **Noted.**

20.73 FINANCIAL REPORTS/MATTERS

20.73.1 The Parish Council Insurance was due for renewal. The current supplier had sent a quotation, as the 3 year agreement had now ended. Clerk had obtained several other quotations which had been circulated to Councillors. Discussed. **RESOLUTION:** Full Council agreed to accept the quotation from PEN. Clerk to ask if a discount would be given if signing a 3 year agreement.

20.73.2 Clerk advised that all AGAR documentation had been sent to the External Auditors within the required timescales. **Noted.**

20.73.3 Bank Statements and Bank Reconciliation as at 30th June 2020 had been circulated and **Agreed.**

20.73.3 Actual v's Budget as at 30th June 2020 circulated and **Agreed.**

20.73.4 To confirm the following payments:

Dodsworth Joinery VH windows	£20,472.60
Clerks Salary 26 th May to 25 th June 2020	£884.24
HMRC RTI	£ 31.34
Office Expenses	£ 61.00 All agreed.

20.74 PARISH COUNCILLORS REPORTS/INFORMATION EXCHANGE

20.74 Cllr. Tanner had received a wayleave cheque for £1.86 and would send to Clerk for banking.

20.75 CORRESPONDENCE (Non agenda items)

Latest news from Julia Mulligan. (Circulated 23/06/2020)

Rural news update (Circulated 23/06/2020)

HBC Play parks advice. (Circulated 25/06/2020)

HBC Covid 19 community update (Circulated 25/06/2020)

Rural News Bulletin (Circulated 30/06/2020)

Survey of Impact of Covid-19 on communities. (Circulated 06/07/2020) **Noted.**

20.76 DATE OF NEXT MEETINGS

The next ordinary meeting of Tockwith with Wilstrop Parish Council is agreed as Wednesday 16th September 2020 7.30pm. Monitoring government advice for venue/virtual.

Agreed: (Chairman)

Date: (Page 3 of 3)