

New Earswick Parish Council
Minutes
19 March 2018
Business Commenced at 19.00 hours

Attending Councillors:	Don Crawford (Chairman)	(DC)
	Vic Atkins	(VA)
	Christine Durrant	(CD)
	Sue Glenton	(SG)
	Audrey Steel	(AS)
	John Young	(JY)
Apologies:	Fiona Crawford	(FC)
	Elizabeth Jefferson	(EJ)
	Darren Newton	(DN)
	Carol Runciman	(CR)
Visitor:	Fi Godfrey-Faussett (JRHT)	(FGF)
Clerk/Minute Taker:	Sally Bruckshaw	(SB)

18.03.01 **Notices of the Meeting**

These had been posted on all notice boards and the web site.

18.03.02 **Minutes of the Last Meeting**

The minutes of the meeting held on 19 February, 2018 were approved as a correct record and signed by the Chairman.

18.03.03 **Minutes of the General Purposes and Planning Committee**

The minutes of the meeting held on 26 February, 2018 were approved as a correct record and signed by the Chairman. It was noted that the application minute number 18.02.03 had now been approved following referral to COYC Planning Committee.

18.03.04 **Police Matters**

Police update for the period 1 - 28.2.18. SB to query one incident for additional information.

20.2.18 - Police and Crime Commissioner - Notification of meetings that are to be held with the Police every month.

General notifications - Bogus sales people and theft of motor vehicles in the York area.

Property marking to take place on 15 April 11.00 - 1.00 at Earswick Chase.

18.03.05 **Chairman's Business/Correspondence Received**

Meetings

27.2.18 - Ward Team Meeting - CR & SB. Notified that an organised youth project would be held on the Green every three weeks.

28.2.18 - Community Walkabout cancelled due to bad weather.

Correspondence

14.2.18 - COYC - Great British Spring Clean

14.2.18 - Resident - Lack of play facilities for children during New Lodge development. Asked to contact JRHT. FGF gave an up date on the provision that was to be made and time scales.

19.2.18 - Friends of New Earswick School - Grant update.

19.2.18 - COYC - Double Taxation Claims 2018-19.

19.2.18 - NHS Vale of York - Improving access to GP surgeries. Response to be sent relating to the length of waiting times for appointments.

19.2.18 - JRHT - Changes to format of the New Earswick Newsletter.

20.2.18 - YLCA - Defra proposals - Consultation - Crime and poor performance in the waste sector (fly tipping etc).

12.3.18 - COYC - Standards Committee - Invitation to drop in session 21.3.18.

13.3.18 - Resident - Query on the progress of resolving the invasive plants on the River Foss - Passed to JRHT to follow up.

12.3.18 - Resident - Follow up to complaints relating to litter on Almond Grove, wished to thank the church volunteers who had worked in the area. SB to contact.

18.03.06 **COYC - Local Plan - Publication Draft (Feb 2018) Consultation**

Notification had been received on the next stage of the Local Plan. This related to legal compliance and soundness before being submitted for examination by an Inspector.

18.03.07 **Parish Council Office - Lease**

Following a request from JRHT to nominate a Solicitor to deal with the lease on behalf of the Parish Council. YLCA/NALC and COYC had been contacted and were unable to assist, but had given details of firms who dealt with this type of work. SB had spoken to these who had given advice on the draft lease issued and approximate costs.

FGF informed the meeting that the draft lease for a business tenancy was not appropriate for the use of one room within the Folk Hall and JRHT had sought advice from the CVS. A draft licence would be sent to the Parish Council before the April meeting for consideration. This was likely to include a year on year rent increase. compared to an increase every five years. The Parish Council would then consider appointing a solicitor to act on their behalf.

18.03.08 **Huntington Burial Authority**

This item was following discussion at the recent YLCA Branch meeting when advice was to be sought from YLCA.

A meeting (14.3.18) had been held to discuss the items minuted as 18.03.09 and 10 with Earswick, Huntington and New Earswick Parish Councils.

Representatives raised queries as to how the Burial Authority Constitution was to be updated. Following the advice from YLCA that had been received, they asked that the recruitment process for the appointment of a new Clerk to the Burial Authority be delayed.

A further meeting was to be held to look at the requirements of an updated constitution.

18.03.09 **Annual Audit 2017-18 Year - Inclusion of Burial Authority Accounts**

Following the meeting on 14.3.18 it had been agreed by the Chairman of each of the three Parish Councils with representatives on the Burial Authority, that the percentage outlined under Item 11 of the current constitution be used as the basis for the 2017-18 Annual Audit. Earswick 3%, Huntington 77% and New Earswick 20%.

RESOLVED: That 20% of the accounts and assets of Huntington Burial Authority (2018 year end) be included in New Earswick internal audited accounts as required by the new legislation.

18.03.10 **All Saints' Churchyard - Maintenance Costs**

At the meeting on 14.3.18 it was agreed that Huntington Parish Council would undertake a record check, to confirm all the payments that had been previously made by the Parish Councils.

RESOLVED: It was agreed that a payment of £260 be made to the Parochial Church Council to assist with the cost of the emergency tree works.

18.03.11 **General Data Protection Regulation - Update**

Information had now been received from YLCA (background document and spreadsheets). Still no formal confirmation on who could be appointed to the Data Protection Officer role. SB currently the Data Controller.

The payroll provider used by the Parish Council, had notified a number of changes to their processes resulting from the new legislation.

RESOLVED: That the Clerk attend a YLCA training session in April.

18.03.12 **The Rowntree Society - Background to New Project**

SG had spoken to the representative of The Rowntree Society on behalf of the Parish Council. A comprehensive background paper had now been received. The organisation was to be asked to submit a formal grant application.

18.03.13 **Finance Committee - Update**

The meeting scheduled for 5.3.18 had been cancelled and a new date was to be set.

18.03.14 **Finance**

VAT Refund	552.72
A Petty Cash	50.00 (20.2.18)
B River Foss Society	25.00 (26.2.18)
C Petty Cash	50.00
D SLCC - North Yorkshire Branch (Clerk's Training)	25.00
E HMRC	447.76
F Clerk's Salary (March)	574.71 (20.3.18)

RESOLVED: That the above payments be accepted.

CD had carried out a finance check (19.3.18) on the payments approved by Members included in the quarterly statements and minutes of meetings. The petty cash receipts/payments were also checked.

18.03.15 **Items for the Next Meeting**

Parish Council Office.
Huntington Burial Authority

There being no further business, the meeting closed at 20.45 hours.

Signed _____ Chairman, 16 April 2018

