

NORTH DUFFIELD PARISH COUNCIL

Clerk/RFO: Mrs S Look, 72 Main Street, Wheldrake, York, YO19 6AA
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MINUTES of the Parish Council meeting held on 16th May 2024 Chapel Schoolroom, North Duffield ANNUAL PARISH COUNCIL MEETING

APCM/24/1 Statutory Annual Parish Council meeting business:

- a. Councillors resolved to elect Renny Hemingway as Chairman of the Parish Council. Chairman signed the acceptance of office, clerk witnessed the signature and countersigned the form.
- b. Councillors resolved to elect Mel Patten as Vice Chairman of the Parish Council. Vice Chairman signed the acceptance of office, clerk witnessed the signature and countersigned the form.

APCM/24/2 Chairmans report: Chairman's report for 2023/24 was circulated to councillors prior to the meeting and noted (see appendix 1).

APCM/24/3 Councillors resolved to elect the following Parish Council representatives to various groups and committees:

- Cllrs Wint and Richardson were elected as the Playing Fields Association representatives.
- Cllrs Arrand and Brown were elected as the Village Hall Committee representatives.
- Cllr Patten and Wells were elected as YLCA representatives.

APCM/24/4 Finance and Governance:

- Councillors resolved to approve the insurance premium for 2024-25.
- Councillors confirmed the year end accounts. As the gross annual income and expenditure is above £25,000 in the financial year 2020/21, North Duffield Parish Council will be external audited.
- Councillors noted the internal auditor summary for 2023/24.
- Councillors noted the Annual Internal Audit Report for 2023/24 on page 3.
- Councillors approved Section 1 – Annual Governance Statement 2023/24 on page 4.
- Councillor approved Section 2 – Accounting Statements 2023/24 on page 5.
- Councillors approved the publication of the documents required by the Accounts and Audit Regulations 2015.
- Finance report noted and the following transactions were approved for payment:

		Current Account	Savings Account
a.	Account balances as at 23rd April 2024	£2678.60	£17,525.81
b.	Transactions made since last meeting (approved at the last meeting):		
	Scottish Power; Village Green electric (D/D)	-£114.91	
	Clerks April expenses	-£146.76	
	ND Playing Field Association annual insurance donation	-£559.56	
	Clerks April salary	As agreed	
	Autela Payroll Services- Q4	-£73.73	
c.	Payments made since the last meeting under clerks delegated powers:	Nil	
d.	Receipts since the last meeting:		
	Flagpole damage reimbursement instalment	£50.00	
e.	Internal transfer:	Nil	
f.	Account balances as at 13th May 2024	£3714.60	£25425.81
g.	To approve the following payments:		
	R Hemingway; Village green maintenance expenses	-£81.46	
	JRB Enterprise Ltd; dog bin	-£69.90	
	B Hopper; internal audit	-£110	
	C&D King Ltd; Marquee roof replacement	-£1476.00	
	D Wint; summer fete advertising banners	-£249.60	
	York Landscapes; May village maintenance	-£585.60	

APCM/24/5 Councillors agreed the following schedule of meetings for 2024/25. 6th June 2024, 4th/25th July 2024, (no August meeting), 5th September 2024, 3rd October 2024, 7th November 2024, 5th December 2024, 9th January 2025, 6th February 2025, 6th March 2025, 3rd April 2025, 1st May 2025. Annual Parish Council meeting 15th May 2025. Annual Parish meeting 15th May 2025.

Meeting closed at 19.10.

ANNUAL PARISH MEETING

APM/24/1 Introduction: Councillor Hemingway (Chair of the meeting) welcomed parishioners.

APM/24/2 Minutes of the last Annual meeting: The minutes of the 2023 Annual Parish meeting held on Thursday 18th May 2023 were approved.

APM/24/3 Parish Council Annual Report: Cllr Hemingway summarised the work the Parish Council has been involved in and achievements over the past year. These items are covered in more depth on the Chairmans Annual report (see appendix 1).

Christmas nativity / lights and Christmas Fare was a success. The summer fete is organised for Saturday 6th July 2024.

Bus Services; A resident made a request for a more frequent service to Selby. Clerk to investigate if there are any opportunities to increase the services to and from the village.

Village Maintenance; additional areas have been added to the contract that had previously been done.

APM/24/4 Skipwith Brownies & Rainbows presentation: Representatives from the Brownies / Rainbows gave a presentation on the work that they do and activities they provide for the young girls in the community. 90% of the girls are from North Duffield. They have 35 members across the units. Rainbows meet Mondays 17.30 and Brownies meet Mondays 18.45. Volunteers needed to help with ongoing projects. Contact skipwithbrownies@gmail.com or 1stskipwithrainbows@gmail.com for further details.

APM/24/5 Village Hall Committee: Cllr Brown gave an update on the Village Hall committee. The committee meet every other month. A new boiler has been installed. There has been a slight increase in hire costs to cover ongoing maintenance costs. Members of public raised concerns about the regular bird auctions that take place particularly with regard to problems with attendees parking dangerously and damage to the grass verge on Back Lane. It was reported that tables have been left unclean. Cllr Brown to report back to the committee. A request was also made to advertise the bookings in Round-Up so residents can see what activities are available.

APM/24/6 Village Green: Cllr Richardson gave an update on the village green working group. The group needs more members to get actively involved in the maintenance and upkeep of the green and the pinfold. A Bio-Diversity plan is being developed.

APM/24/7 Green Lane one-way system proposal:

A request has been made to the Parish Council to make a one-way system around the village green. The Parish Council have raised this with North Yorkshire Council Highways and they have reported that a survey would need to be completed, residents consulted, and the scheme fully advertised. On the side nearest The Kings Arms, traffic calming measures would also need to be installed given the width of the road to discourage speeding. Concerns have been raised that it would encourage speeding in that area and the overall costs could be in the region of £10,000-£20,000. Cllr Hemingway to clarify costings with Highways.

Clerk to contact Highways to investigate if the PC can get some 'Please Drive Slowly' signage for around the village. The Parish Council have ongoing issues they are lobbying NYC Highways about including the

road condition of Green Lane and yellow no parking lines outside the primary school (there has been a work order approved for this – awaiting action). To request that the local PCSO does more spot checks on parking outside the school.

APM/24/8 Parish 'To-Do list':

The Parish Council team have been working through a village 'to do' list. The electrics on the village green will be improved this year. Cllr Wint to cut back the overgrown hedge on Back Lane. A number of maintenance jobs have already been done by councillors, including the installation of a new picnic table, replacement planking around the jetty, the pond hedge has been lowered and the bushes have been thinned out, a bee house has been installed on the island as well as some new plants, the WI bench has been cleaned and revarnished, pond blockages have been cleared. However, there is an ongoing list of other items that still need doing. More volunteers are needed to help with ongoing jobs around the village.

APM/24/9 Village Litter Pick: A maintenance weekend has been organised for 18th and 19th May to include sanding / staining the benches on the village green, stain the village pump, clean the street / bus stop signs, siding the pavements and a village litter pick.

APM/24/10 Community Speedwatch and VAS sign: The Community Speedwatch is ongoing. All motorists travelling over 10% are reported to the police. Data is also collected on the Parish Council Vehicle Activate Speed camera. Recordings for w/c 6th May monitored one motorist travelling over 40mph.

APM/24/11 New Unitary Council: Cllr Arthur not present. The Selby Local Plan consultation has now closed and is going through various consultations within the council. A call for sites has been issued for the North Yorkshire Plan.

APM/24/12 Highways issues: The Parish Council have asked Highways to fill a pothole on Green Lane near Gamrudding. Awaiting response. It was reported that there is still debris on York Road caused by a tractor fire. This has been reported to NYC.

APM/24/13 Open Forum:

The flagpole on the village green that was damaged at Christmas has been replaced.

A request was made to install an electric car charging station in the village. The PFA are looking into this. The North Duffield to Skipwith footpath proposal was raised again. The Parish Council would support this project if volunteers from the village would come forward to oversee it. Funds would need to be raised and permissions sought.

A resident mentioned about the litter on the playing field. To be reported to the football club.

A member of the public thanked Councillors for the continuous hard work they do to support the village.

Meeting closed at 21.10.

CHAIRMAN'S REPORT APRIL 2023 – MARCH 2024

The Parish Council (PC) met on the agreed 11 occasions (there being no August meeting as per usual). In addition, the Annual Parish Meeting was held, and a village meeting to discuss the proposed Selby Plan was also facilitated by the PC.

As we entered 23/24, a vacancy existed for a councillor to join the PC. I am pleased to report that Stephen Donoghue was co-opted to fill this vacancy.

The PC would not function without the continued support and guidance from our clerk, Sally Look. We would therefore like to formally record our acknowledgment and appreciation of Sally, who has consistently exceeded her remit in updating us on issues arising, keeping us legally compliant and in implementing the decisions we have made.

Below is a summary of the various events and activities undertaken/supported by the PC over the preceding 12 months -

Christmas

The Christmas nativity scene was again favourably received although we continued to experience a few minor issues with some of the lights, particularly in wet weather. The PC purchased a Santa Sleigh which was used in the parade for the Christmas light switch-on. This will serve us for many years to come.

Bus Services

In line with other parish councils along the route we continued to support via subsidy the retention of the Friday and Saturday evening bus service to/from York operated by East Yorkshire.

Village Maintenance

The contract was put out to tender and following due process was awarded to York Landscapes Ltd.

Village Green

Further improvements were made to the village green and surrounding pond area. These including the restoration and rededication of a bench to celebrate the centenary of the WI, and the siting of a new picnic bench. The hedge surrounding the pond was also reduced in height.

Coronation Bench

A new bench was installed on School Lane to commemorate the coronation of King Charles, funding kindly provided from the Community/Locality Budget via our Divisional Councillor, Karl Arthur, to whom we are extremely grateful.

Events

The events sub-committee once again organised a Summer Fair and the Christmas Market, both of which were well received. In addition, a tea party was held on the village green to celebrate the coronation of King Charles. The PC provided some financial support to cover the cost of portable toilets and skip hire at these events. The money raised from a raffle was donated to the village school which was subsequently used to purchase new dictionaries.

Skipwith Brownies and Rainbows

The above applied to the PC for funding. Given that most of the children attending are resident in North Duffield, a grant of £1,000 was provided, split equally between the two organisations, allowing them to continue to function. This funding was subsequently reimbursed through the Community/Locality Budget.

Parish Council Container

Currently parish councillors are storing equipment and other assets in their own garages. To enable these to be brought together under one roof, the PC purchased a container which has now been sited on private land in the village.

Speeding

Speeding along both the A163 and York Road remains a concern, and the PC continues to lobby NYC on further traffic calming measures. However, the requested 30mph speed limit along the A163 is unlikely to be successfully achieved.

The Vehicle Activated Sign (VAS), which collates vehicle speeds but not number plates, is now in situ and the data is available for analysis.

The community speed watch group has been active throughout the year, any instances of speeding that were recorded have been passed on to the relevant authority.

Highways

The chair once again met with a representative from Highways and completed a village survey. Several points were raised, some of which have/will be actioned. These include-

- Remedial work to white/yellow lining throughout the village.

- Pothole repairs.
- The state of the road surface on Green Lane in several places.
- The movement of the 30mph signage on York Road further towards Skipwith.
- Loose drain covers.
- The possibility of Green Lane becoming a one-way system around the pond.

Other items in brief include –

- The PC continued its support in contributing 50% of the insurance costs associated with the North Duffield and Skipwith Playing Fields Association.
- Support was given to the primary school to cover the cost of the Christingle.
- Resident children were given commemorative badges to mark the King's Coronation.
- The village asset register was updated.
- Road signs installed on A163 to alert drivers of pedestrians.
- Repairs to the fence alongside the allotments.
- Installation of 'duck' warning signs near the pond.

Precept

Given the additional costs faced by the PC we took the decision to raise the precept by 9.8% for the year 24/25. This decision was not taken lightly, but the continuing increased costs of utilities, maintenance and insurance made this inevitable. We also need to replace the roof of the marquee which was damaged beyond economic repair during the storms last year.

As we enter the new year our priority remains to support the village for the benefit of all residents. Key initiatives include -

- Repeat of the Summer Fair and Christmas Market.
- Continuation of the community speed watch.
- Future proof update to the electrics on the village green, and installation of additional electrics.
- Lobbying of Highways to improve the state of the roads in the village.
- The support of appropriate development, especially affordable homes.
- Reinstate the village litter pick (cancelled last year due to poor weather).
- Further investigate the potential for a footpath between North Duffield and Skipwith.

Renny Hemingway
Chair
May 2024