

NORTH DUFFIELD PARISH COUNCIL

Clerk/RFO: Mrs S Look, 72 Main Street, Wheldrake, York, YO19 6AA
clerk@northduffieldpc.co.uk www.northduffieldpc.co.uk Tel: 01904 449495

MINUTES of the Parish Council meeting held on 3rd November 2022 Chapel Schoolroom, North Duffield

Part 1

22102. In attendance: Cllrs R Arrand, S Brown, R Hemingway (Chairman), M Patten, L Richardson, M Walton, B Wells, and D Wint. S Look (Clerk). Member of the public.

Apologies: District Councillors Cllr Arthur and M Topping.

Cllr Hemingway declared of interest in item 22110iii as the Chair of Governors of North Duffield primary school.

22103. Minutes of the Parish Council meeting held on Thursday 6th October 2022 were proposed, seconded and unanimously agreed as a true and accurate record.

22104. Matters arising from the last meeting:

- i. Notice of resignation received from Cllr Walker. Resolved to advertise casual vacancy when SDC have confirmed if an election is not called. Councillors recorded their thanks to Cllr Walker for her efforts and support on the Parish Council over the years
- ii. Cllr Hemingway has updated the village 'to do list' and distributed it to councillors. Concreting has been done in preparation for the new benches which will be installed on Saturday 5th November. Location for the book swap stand to be marked out on 5th November. Planking on the jetty to be replaced and tree removal also to be done on 5th November. Depth gauge to be installed on the jetty when the nativity is put up. Cllr Hemingway to follow up with the electrician any progress with the Village Green electrics replacement. Remaining items on the 'to do list' to be completed in the spring. It was agreed to add the installation of a 'Bee House' to the village green at a cost of approximately £80.
- iii. Footpath to link up North Duffield to Skipwith Common; Cllr Topping to meet with the Clerk to determine the location for the proposed path. Proposed route will be from the playing fields to Sandy Lane.

22105. Public time:

- i. No comments from member of the public present.

22106. Receive Ward/ District Councillor reports:

- i. Cllrs not present.

22107. Highways:

- i. Cllr Hemingway gave an update on Highways concerns previously raised with NYCC. Highways have agreed to install Duck warning signs. Clerk to confirm location/s with them. Clerk to contact highways again about the request was made to cut back the grass verge on the A163 from Oak Road towards Selby. It was confirmed that this is highways responsibility rather than residents and therefore Highways will be contacted to request further action. Clerk to also request that they write to residents with overgrown hedges on the A163 between Oak Road and Maple Drive.
- ii. Councillors considered the installation of village gateways on the A163 and York Road. It was resolved to raise this at the Annual meeting to ascertain if residents want the Parish Council to spend the precept on this as each pair of gateways cost approx. £2500. An alternative option was suggested to consider replicating the current brick planters on the opposite side of the road.
- iii. Cllr Wint gave an update on the statistics from the new VAS Sign on the A163. The average speed in October was recorded as 37.8MPH. One motorist was recorded at 85.2MPH but the 85 percentile was 41.7MPH meaning that it does not meet the criteria for intervention. Cllr Wint to secure the sign.
- iv. No further update on the community speed watch programme. Clerk has chased North Yorkshire Police on numerous occasions but due to staff shortages they have not progressed it.
- v. Highways work on the A163 opposite Broadmanor to remove one gully, reposition another out of the wheel track and reset a further three 3 gully grate to prevent the road vibrations is complete.
- vi. No further update on the various street sign repairs/ replacement reported to SDC. SDC have confirmed that they will not allow the Parish Council to repaint the signs.
- vii. Work is complete on the installation of a footpath near the allotments on the A163.
- viii. A request has been made to NYCC to clear the drains along the A163 leading into the village which are blocked with weeds, leaves and other debris.

- ix. It was noted that Bubwith bridge will be closed for temporary emergency repairs during part of November with additional full repair work is to be carried out next year.

22108. Planning Applications

- i. 2022/0722/FUL. Oakwood Lodges, Greengate Lane, South Duffield. Erection of a reception building (retrospective). No comments to report.

22109. Planning Decisions:

- i. 2022/0977/HPA. Oakwood Lodges, Greengate Lane, South Duffield. Two storey front porch extension, rear two storey extension and single storey side extension. Refused.

22110. Financial matters:

- i. Noted correspondence from SDC regarding Parish Precept arrangements for 2023/24.
 ii. Noted correspondence from NYCC with regards the increased energy costs for the streetlighting. Councillors considered getting quotes from other suppliers and resolved to remain with NYCC.
 iii. Resolved to donate £420 to North Duffield School for the Christingle Service trip.
 iv. Finance report and consider transactions for approval and payment:

Account balance and reconciliation:

		Current account	Savings account
a.	Account balances as at 29th September 2022	£3340.07	£24,272.39
b.	Transactions made since last meeting (approved at last mtg):		
	SDC Precept receipt	£8718.87	
	Clerks September expenses inc. website hosting	-£169.26	
	JRB Enterprise Ltd – dog bin bags	-£130.26	
	N Gray; Donkey refurbishment and magnolia plant	-£108.37	
	North Duffield Dragons – Marquee	-£675.00	
	NYCC – VAS post	-£600.00	
	Unity service quarterly charge	-£18.00	
c.	Payments made since last meeting under clerks delegated authority:		
	Clerks October Salary	-£	
d.	Receipts since last meeting		
	Selby District Council funding		£750.00
	Credit Interest		£42.67
e.	Account balances as at 29th October 2022	£9,888.61	£25,065.06
f.	To approve the following payments:		
	Clerks October expenses inc. Marquee parts (£253.80)	-£311.65	
	S Look – Defibrillator battery from WelMedical	-£204.00	
	YLCA – clerk budgeting training course	-£30.00	
	YLCA – Mel Patten training course	-£33.40	
	North Duffield School Fund	-£420.00	
	TWM – Vehicle Activated Speed Sign	-£5132.45	

Resolved to accept and approve the payments and transactions as stated.

22111. Village Green:

- i. No further update on the formal easement over the village green from Daniel Gath homes to install a connection to the foul drainage. Agreed to take off the agenda until further notice.
 ii. No further update on the pond developments.
 iii. No further update from the ‘village green working group’.
 iv. Cllr Brown gave an update on the planting of a replacement Cherry tree on the green. To be planted this month.
 v. Cllr Hemingway to follow up the electrical check of the mains electrics that serve the pond.
 vi. An update was given on the Christmas lights / decorations. Cllr Wint and Mrs Wint have agreed to take responsibility for the maintenance of the nativity. It was agreed to erect the marquee for the Christmas market on Saturday 26th November and nativity on Sunday 27th November. Parish Council to fund the leaflets printing, portable toilets, skip hire, lighting and plastic glasses for the Christmas market event. All income from the stall holders to be paid to the Parish Council. Clerk to send out requests to local businesses for raffle prizes. Cllr Richardson to provide a list of companies

to approach. All money raised from the raffle to be donated to North Duffield Under 5's and Friends of the School.

- vii. Cllr Wells confirmed that the 'book swap' stand will be erected on the village green in November.
- viii. Councillors considered quotes received for tree work on the village green. Tree 3 (an Oak) requires pruning to take off the overhanging branches below tree metres as it is over hanging the pond to try and limit the debris falling in the pond. Tree 16 (another Oak) requires a dead wood and crown lift over access road to 5.2m above ground level. Cllrs Patten and Hemingway to meet on the green on Sunday 6th November to clarify specifications of the works required. To request work is carried out prior to 26th November if possible. Councillors agreed to the expenditure up to the highest quote received.
- ix. Cllr Arrand has now collected and stored the marquee from the football club. To agree hire costs at a later date. Councillors agreed to the purchase of lighting to the maximum cost of £200. Cllr Wint to organise.
- x. Councillors noted that the pinfold and hanging baskets look good this year and expressed thanks to the volunteers who have been working on the pinfold.

22112. Correspondence:

- i. YLCA White Rose Update and training dates noted. Cllr Patten gave an update on the YLCA branch meeting. Zoe Metcalfe, North Yorkshire Police, Fire & Crime Commissioner to hold a remote meeting on 29th November.
- ii. Information from NYCC on Parish and Town Councillor briefings to be held on Monday 28 November 2022, 6:00pm to 7:30pm and Wednesday 30 November 2022, 10:30am to 12pm.
- iii. 'Lets Talk' has been launched by NYCC for residents to have their say on council tax and what matters to them before the new council's budget is agreed. Deadline for comments 23 December at <https://letstalkny.commonplace.is/>
- iv. The National Association of Local Councils has provided updated NJC salary scales for the current year, following notification from the Local Government Association that the employers organisations and unions have reached agreement. Clerks salary to be adjusted accordingly and backdated from April 2022.

22113. Meeting closure to members of the public:

- i. It was agreed that a Parish Council 'WhatsApp' group will be set up for making arrangements between councillors. Councillors were reminded that no formal decisions can be made on this format.
- ii. Confirmed the date for the next monthly meeting (to include the budget meeting) to be held at 7pm on Thursday 1st December in the Schoolroom of North Duffield Methodist Chapel.
- iii. It was confirmed that Cllr Wint will replace Cllr Walker as one of the Parish Council representatives on the PFA and Cllrs Arrand and Cllr Brown will remain on the village hall committee.
- iv. The

Part 2

22114. Confidential business. Resolved to exclude the Public and Press on the grounds that matters for discussion affect individual staff matters / procedures / legal / financial issues.

- i. Councillors considered feedback on amendments to the village green contract and agreed appropriate changes. Resolved to advertise the Village maintenance contract in November. Term to be for one year initially to start from 1st April 2023. It was agreed to request that the contractor has an obligation to report back to the clerk and self-certify that he/she has completed the work as laid out in the contract on a monthly basis.

Meeting closed at 21.00hrs.

Signed:

(Chairman)

Date: