

# *Skelton Parish Council*

Parish Clerk: c/o, 10 Long Furrow, Haxby, York YO32 2WF  
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Minutes of the Ordinary Meeting of Skelton Parish Council held on Thursday 25<sup>th</sup> April 2024 in Skelton Village Hall at 1930.

**Present:**

Councillors: Cllrs. J. Watson, C. Linfoot, J. Linfoot, K Hayton, T. Stead and L. Mansell.

Ward Councillor: None

Members of the Public 4

Clerk: Colin Ellis

**23/133 Chair's welcome.**

The Chair welcomed all present to the meeting.

**23/134a To receive and note apologies for absence given in advance of the meeting.**

Apologies received from Cllr. N. Lansell.

**23/134b To consider the approval of reasons given for absence.**

It was RESOLVED to accept Cllr N. Lansell's reason for absence.

**23/135 To receive any declarations of interests not already under the Council's Code of Conduct or a member's Register of Disclosable Pecuniary interests.**

None received.

**23/136 To resolve to adjourn the meeting to hold the Open Forum to include: (Please note this will be limited to 30 minutes)**

**1. Invitation to PCSO, Simon Hall and to receive March 2024 incident report from North Yorkshire Police.**

The Chair welcomed and thanked PCSO's Simon and Anthony to the meeting who gave a brief overview of Skelton incidents reported during April consisting of 1 ASB, 4 Violent crime, 2 Criminal damage, 1 Theft and 1 Road related offence. Following discussion over the continuing unsavoury incidents taking place at the Mercure layby, PCSO's undertook to have a look at providing a more visible presence and to consider workable solutions.

**2. To receive a report from the Ward Councillors.**

Cllrs A. Hook and E Knight had sent a late apology for not being able to attend.

**3. To receive the Litter Picker's report.**

Playground litter had been significant during the last month and it was decided that an appropriate Facebook message should be posted. Concern was raised about the number of footpath chippings on the pavement down Brecksfield left-hand side from the Village Hall to the School being dangerous for the elderly and families to walk. Clerk to contact Ward Councillors to see if City of York Council could sweep the footpath. Dog fouling remained prevalent throughout the village, and it was considered a further Facebook notice should be posted. It was noted an incident where a dog bag had been left on a bench on the Village Green.

**4. To receive resident's questions.**

**a. To receive any update on the untidy driveway at 2 Grange Close and environmental health issues**

It was RESOLVED to note that no further communication had been received from the Planning Enforcement Officer.

**b. To receive update on tree concerns back of Ratcliffe Court.**

It was reported that the trees in question are being dealt with.

**c. Flagpole.**

Cllr C Linfoot reported that the flagpole had not been able to be found and considered that a new flagpole be purchased. Following discussion, it was RESOLVED to agree to the purchase of a 6ft straight aluminium 2 section pole with external roping system (halyard and cleat), white mushroom top and ground sleeve form Harrisons at a cost of £144 plus delivery. It was also RESOLVED to have a site meeting to decide on the exact location for placement on The Pasture rather than, as previously, The Orchard.

**23/137 To approve and sign the minutes of the Ordinary meeting of Skelton Parish Council held on 28<sup>th</sup> March 2024 as a true and correct record.**

It was RESOLVED to approve the Minutes of the Ordinary Meeting of Skelton Parish Council held on Thursday 28<sup>th</sup> March 2024 as a true and correct record of the proceedings and were signed by The Chair.

**23/138 To receive information on the latest ongoing issues and decide further necessary action on village and playground matters to include: -**

1. **To consider and decide to improve the village appearance by providing additional planter/s and to replenish plants for existing in accordance with the Annual Plan**  
It was RESOLVED in principle that an additional planter be provided to be sited on the corner of the A19/Fairfields Drive, right hand side looking from Fairfields Drive on the graveled area towards the back. The size to be half of the planter on A19/St Giles Road corner and would again require a Highway's License. It was also decided to look at the possibility of another small planter near the Skelton sign on Church Lane.
2. **To receive progress on the Community Speed Watch Initiative.**  
It was RESOLVED to note that further exercises had been conducted and the Chair thanked all those involved.
3. **To consider progress on celebrations for the 80<sup>th</sup> D Day Anniversary on 6<sup>th</sup> June 2024.**  
It was RESOLVED that the beacon would be lit at 9.15pm on the night of 6<sup>th</sup> June 2024 and that Cllr T. Stead would officiate the lighting. It was suggested that the Council approach the War Veteran's Association inviting any local veterans to celebrate the lighting, extending the invitation to any resident by posting a notice on Facebook and on the website.
4. **To receive update and consider any necessary actions to replace the path at the pond and to provide lighting with progress on any grant funding options.**  
It was RESOLVED to note the Clerk's report that this was still work in progress and that no further communication had been received from CYC Transport Planner-Active Travel regarding funding opportunities. It had been agreed that the pond replacement scheme should now be extended to include the provision of two lighting columns and dropped kerbs on both sides of Park Close on the proviso that grant opportunities are available. The CYC Highway Services Manager had now provided a quote for £5636 to include 2 Lighting columns, all connections to existing column on A19, all cabling and the cost of energy over the lifetime of the columns.
5. **To consider progress on providing a new Notice Board on the Pasture.**  
It was RESOLVED to note that the noticeboard had been delivered and would be erected the following day.
6. **To consider and decide on any realistic strategy to resolve the issue of the geese problems. (Deferred from last meeting)**  
It was RESOLVED that in view of there being 8 adult geese with 13 goslings it was too late in the season to take any action.
7. **To consider and decide on improving outside school facilities by providing a new bench in accordance with the Annual Plan**  
It was RESOLVED to defer this planned improvement for 6 months.
8. **To receive update on ordering a free portrait of King Charles III for the Village Hall**  
It was RESOLVED to note that this had now been received (larger frame than expected) and was handed to the Village Hall Management Committee.
9. **To consider progress and providing a warning notice and/or lifebuoy for the pond.**  
It was RESOLVED to note that the pond warning sign "Danger Deep Water" had been received. The Lifebuoy and accessories would be delivered shortly. It was RESOLVED to have a site meeting to agree an exact location for placement.
10. **To consider and decide on another deep clean of the infant playground, equipment, surface and fencing.**  
The Clerk explained that funding of two deep cleans had been provided for in the 24/25 Budget and it was RESOLVED that a further deep clean should be arranged to be conducted during June.
- 11 **To consider and decide on a Facebook/Website post informing residents on frequency of grass cutting for the 2024/25 season – CYC (6 cuts) v PC (15 cuts)**  
It was RESOLVED to bring to the attention of the residents through posting on Facebook the fact that whilst the Parish Council contractor would perform 15 cuts on the Parish Council owned open spaces only 6 cuts would be performed by the City of York Council on Highway's owned land such as the grass verges.

#### 23/139 Financial Matters and Governance

1. **To receive the bank reconciliation and budget monitoring report as at year ended 31<sup>st</sup> March 2024**  
It was RESOLVED to approve the financial report for the year ended 31<sup>st</sup> March 2024 noting that the internal audit process had commenced.
2. **To receive and consider the actual year end Income and Expenditure against the 23/24 Budget and Cash Reserves position at year ended 31<sup>st</sup> March 2024.**  
It was RESOLVED to note and accept the Clerk's circulated email showing the final year end income, expenditure and cash reserves report.
3. **To resolve to renew membership of the YLCA and ICCM at a cost of £485 and £100 respectively.**  
It was RESOLVED to renew membership of the YLCA and ICCM for 24-25 at a cost of £485 and £100 respectively.
4. **To note the following receipts**

a. Ashes Interment and headstone Inscription Sylvia Cooper	£ 230.00
b. Emerson Memorials – Headstone Adrian Robert Mansell	£ 155.00
c. HMRC – VAT Refund Jan-March 2024	£ 185.06
<b>TOTAL</b>	<b>£ 570.06</b>
5. **To confirm the following payments of invoices: -**

a. Salaries, oncosts, and mileage- March	(BP) £ 1114.92
b. Home working allowance Clerk- March	£ 26.00.
c. Giffgaff monthly charges- March	(DC) £ 6.00
d. Clerks' printer contract allowance -	£ 30.50
e. Microsoft Business Basic 365 monthly charge – February 24	(DC) £ 12.36
f. Card Factory – Postage Stamps	(DC) £ 18.00
g. Home Bargains – Stationery	(DC) £ 24.49
h. F&M Keys – Key ring and tags	(DC) £ 5.25
i. Tesco – Stationery	(DC) £ 10.70
j. Chair's allowance -Afternoon Tea – Ricardo	(DC) £ 58.64
k. Newton Newton Flags Ltd – Flag of Peace 80 <sup>th</sup> D-Day	(DC) £ 28.80
	<b>TOTAL</b>
	<b>£1335.66</b>

It was RESOLVED to confirm payment of the above invoices.

**To approve the following payments:**

l. Salaries, oncosts, and mileage- April	(BP) £1142.32
m. Home working allowance Clerk- April	£ 26.00
n. Giffgaff monthly charges- April	(DC) £ 6.00
o. Clerks' printer contract allowance - addtl printing	£ 27.50
p. Microsoft Business Basic 365 monthly charge – March 24	(DC) £ 12.36
q. City of York Council Cemetery NNDR Charge	(DD) £ 60.14
r. YLCA Annual Membership Subscription 24/25	(BP) £ 485.00
s. City of York Council Cemetery Commercial Waste Charge	(DD) £ 52.38
t. Safetysigns4less – Pond warning sign "Danger Deep Water"	(DC) £ 52.06
u. Southern ropes – Lifebuoy and accessories	(BP) £ 261.00
v. ICCM – Membership subscription 24/25	(BP) £ 100.00
w. Earth Anchors Ltd – Notice Board Pastures	(BP) £1594.80
x. Amazon – refuse bags for Litter Picker	(DC) £ 43.95
	<b>TOTAL</b>
	<b>£ 3863.51</b>

It was RESOLVED to approve payment of the above invoices.

**23/140 Planning**

1. To consider a response to the following planning applications: -

a. **24/00556/FUL – Pennells Cottage, 17 Moorlands Road, Skelton, York YO30 1XZ – Installation of air source heat pump to side. – comments by 30<sup>th</sup> April 2024.** – No objection providing noise restrictions were in place.

2. To note details of planning applications decided by City of York Council and decide on any necessary action:

a. **24/00107/TPO – 15 Ratcliffe Court, Skelton, York YO30 1SD – Crown lift and remove deadwood from 2no.Ash Trees protected by TPO 27** – Approved subject to certain conditions.

b. **A1237 York Outer Ring Road A19 Roundabout up to and Including Little Hopgrove Roundabout York : Improvements to the A1237 York Outer Ring Road including dualling of existing carriageway, improvements to roundabouts, provision of 5.1km shared use cycle and pedestrian route, signalised crossing facilities for active travel users, 2no. overbridges and no.6 underpasses for pedestrians and cyclists with ancillary development including sustainable drainage measures, flood compensatory storage areas, woodland planting/landscaping, habitat creation, noise barriers, revised field accesses, associated infrastructure and earthworks** – Approved 12<sup>th</sup> April 2024.

c. **24/00217/TPO – 36 Brecksfield Skelton, York YO30 1YF – Fell 3no.Oak Trees and Crown reduce 1no, Oak by 8m in height and 4m radially in crown spread – trees protected by TPO CYC 364** – Withdrawn 17<sup>th</sup> April 2024.

**23/141To consider correspondence received and decide action where necessary to include: -**

1. To receive emails from YLCA: -

- a. White Rose Updates, Law and Governance and E-training bulletins.
- b. Training Programme April-September 2024
- c. Councillor Development Framework Training 2024
- d. YLCA. Assets Training Day Talking Tables – Saturday 27 April
- e. AGAR Forms 2023/24
- f. New Legislation on Employment Law that came into effect on 1<sup>st</sup> April 2024.
- g. New Practitioners Guide from 1<sup>st</sup> April 2024 with changes from 2023 edition.

2. To receive emails from NALC.

None

3. To receive emails from City of York.

- a. Residents update – April 2024.
- b. Business update - April 2024.
- c. Election for Mayor of York and North Yorkshire Combined Authority – Pre -election period started 26<sup>th</sup> March 2024.

2024.

- d. CoYC Licensing. Local Government (Miscellaneous Provisions) Act 1982 Street Trading Consent Policy

consultation – Deadline 30<sup>th</sup> June 2024

4. To receive emails from other organisations.

a. HaveYourSay Consultation on North Yorkshire’s all-age draft substance use strategy – consultation open until 30<sup>th</sup> April.

b. PKF Littlejohn LLP.SBA Team. 2023/24 AGAR external audit instructions.

**23/142 To receive reports from the Council’s representatives on external bodies and to consider any action.**

a. York YLCA Branch Meeting - Next meeting Thursday 6<sup>th</sup> June Dunnington Reading Rooms at 7pm. Cllrs J. Watson and L. Mansell to attend.

b. Kyle and Ouse Internal Drainage Board. – No report

c. Village Hall – Reported in the Annual Parish Assembly.

**23/143 To receive Councillors request for items to be placed on the agenda for the next meeting of the Council.**

The chair reminded Councillors to advise the Clerk of any agenda items for the May meeting as soon as possible. Request was made that plant/tree replacement be included.

**23/144 To confirm that the next meeting of Skelton Parish Council will be held on Thursday 23<sup>rd</sup> May at 7.30pm preceded by the Annual Meeting at 7pm.**

It was RESOLVED to confirm that the next meeting of Skelton Parish Council will be held on Thursday 23<sup>rd</sup> May at 7.30pm preceded by the Annual Meeting at 7pm.

**23/145 To consider cancelling the meeting of Skelton Parish Council scheduled to be held on Thursday 20<sup>th</sup> June 2024.**

It was RESOLVED that the Ordinary Meeting of Skelton Parish Council scheduled for Thursday 20<sup>th</sup> June should be cancelled.

The Chair closed the meeting at 2054.

Signed -----J.D.Watson-----Chair Skelton Parish Council

Date-----23/05/24-----