

Skelton Parish Council

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Minutes of the Ordinary Meeting of Skelton Parish Council held on Thursday 24th October 2024 in Skelton Village Hall at 1930.

Present:

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

Ward Councillor: Cllr. E. Knight

Members of the Public 5

Clerk: Colin Ellis

24/056 Chair's welcome.

The Chair welcomed all those present to the meeting.

24/057 a To receive and note apologies for absence given in advance of the meeting.

Apologies received from Cllr. N. Lansell. Noted Cllr. L. Mansell absent.

24/057 b To consider the approval of reasons given for absence.

It was RESOLVED to accept Cllr. N. Lansell's reason for absence. No reason for Cllr. L. Mansell's absence had been received.

24/058 To consider the co-option of any eligible candidates to a vacancy on Skelton Parish Council.

The prospective candidates who previously had shown interest had not come forward.

24/059 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.

24/060 To resolve to adjourn the meeting to hold the Open Forum to include:

It was RESOLVED to adjourn the meeting to hold the Open Forum to discuss the following items: -

1. To receive any latest incident reports from North Yorkshire Police.

The Clerk had circulated the reports for August and September. No incidents reported in August and only one recorded during September burglary Shipton Road 3rd September shed broken into and scrap batteries and empty drums taken.

2. To receive a report from the Ward Councillors.

Cllr E. Knight apologised for Cllr A. Hook's absence. Little to report other than CYC consulting on 20mph speed restrictions which had received a mixed response and that the Ward Councillors are to meet with the NHS Trust about closure of the Skelton surgery and would report back.

3. To receive the Litter Picker's report.

Litter Picker had little to report except for the continuing problems with dog fouling in the playground, evidence by 7 areas during September and which is an ongoing issue, as well as the quantity of litter collected.

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 whilst there had been no further communication from the City of York Planning Enforcement Officer the premises had seen a considerable improvement with the front having been tidied with vegetation and trees cut.

b. To receive any updates on the request to CYC to sweep the loose footpath chippings down Brecksfield.

It was RESOLVED to report that still no attention had been given to this issue by City of York Council. Cllr Knight would follow up.

c. Sustrans – Dog bin end of Rawcliffe Landing.

It was RESOLVED to note that whilst the Clerk had approached Sustrans, a reply had been received from Sustrans England North regretting to inform that Sustrans do not provide litter or dog bins because they do not have the capacity to empty them.

d. To note resident's issues 15 to 17 Ratcliffe Court and actions taken.

Following resident's raising concerns about the condition of the road, footpaths and branches falling from trees and lack of lighting on the footpath behind the properties the Clerk raised the issue with YHA who refuted that the footpath behind the properties had been transferred to them. Following extensive enquiries, the land registry clearly showed that this footpath was also the responsibility of YHA who have now accepted this and will send an Inspector to look at all the residents' concerns in Ratcliffe Court.

e. Yorkshire Green – Stripe Lane – road issues.

Cllr Stead raised the issue of Yorkshire Green causing road conditioning down Stripe Lane. Clerk to contact with a view to remedial action.

24/061 To approve and sign the minutes of the Ordinary meeting of Skelton Parish Council held on 15th August 2024 as a true and correct record.

It was RESOLVED to approve the Minutes of the Ordinary meeting of Skelton Parish Council held on 15th August 2024 as a true and correct record and were signed by The Chair.

24/062 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 planters/s, replenishing plants, and plant new bulbs/trees.

It was RESOLVED at the last meeting to progress the design and construction to the same dimensions as that of the Planter on the corner of St Giles Road/A19 and that Cllr. T. Stead has indicated he would be prepared to build, and that purchase of the materials would progress.

2. 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 no further progress, still awaiting a decision on the application to the Awards for All National Lottery Fund which had been submitted 4 months ago.

3. To consider and decide on a date for the next walk around the village by councillors/clerk.

It was RESOLVED to confirm that the next walk around the village would take place on Friday 13th December at 2pm meeting at the Village Hall.

4. To consider a report and decide on any action from the grass cutting contractor on the amount of dog excrement reported in the playground and to consider additional or replacing dog notice sign on the double gates.

The Council expressed their concerns at the amount of dog excrement being left in the playground and considered a number of options from installing battery operated covert cameras, prohibiting dogs in the playground to closing the playground on the basis it is a hazard to children until there is an improvement recognising it is difficult to police to apprehend the offenders. The Clerk has referred the Council's concerns to City of York Neighbourhood Enforcement Team and Environmental Officer requesting help on options available such as issuing a Public Space Protection Order (PSPO) banning dogs under the Anti-Social Behaviour, Crime and Policing Act 2014 which has to be issued by the principal authority but it comes with all sorts of legalities in consulting with different

agencies in the process of deciding whether this is the better solution. A site meeting had been held between the Chair, Cllr. C. Linfoot and the Clerk and Jackie Armitage, CYC Neighbourhood Enforcement Office to explore options available and to ascertain whether an enforceable by law exists for the notice exhibited "Dogs must be kept on a lead." Would not be able to issue an enforceable PSPO banning dogs from the playground in the forceable future. Recommended keep posting Dog Fouling Notices around the village and using Facebook to get the message across to residents.

5 To consider responses from Councillors for help and assistance when requested by the Clerk.

The Chair reminded Councillors to respond to emails from The Clerk when requesting help, assistance, and authorisation of invoices as it was the same few that responded.

6. To consider progress on holding a Resident's Christmas Party in the Village Hall – Saturday 14th December 1-3pm.

It was RESOLVED to note The Chair's report on the progress of holding a Resident's Christmas Party in the Village Hall on Saturday 14th December 1-3pm and proposed and RESOLVED, due to lack of Parish Council volunteers in helping to arrange, that the Christmas Party should be a joint venture with Mandy's Community Café to be held on Friday 6th December with the costs being shared.

7. To note play area inspection report and decide on any action.

The report has been received from ROSPA and summarised by the Clerk. There was little to worry about, no red high risks identified, mostly low or very low risk scores. There were a number of medium scores which had been tabulated by the Clerk. It was RESOLVED to accept a quote of £1300 from PlaySmart UK to replace the surface matting on the Proludic manufactured Rocker – Sweeping Seesaw- Gyro Spiral and as the quote is at day rate include at the same time, being cost effective, to replace the surface matting on the Combination Goal, although shown as low risk, the ground is uneven, sunk and holds water and it is recommended by ROSPA to also replace. It was also reported that on the Streetscape manufactured Junior 1 Bay, 2 Seat Swing that there was a medium risk in that the chain link connectors and shackles were notched and needed replacing Streetscape had quoted £760. All expenditure outlay can be claimed back through Double Taxation. It was RESOLVED that all the work be carried out noting there was a budget allocation of £4000 for playground repairs.

8. To note clearance of annual growth North and East side of Skelton Pond by contractor.

It was RESOLVED to note that the contractor had been contacted, who considered the growth to be in the margin of the pond and outside of the contract specification, but nevertheless had cut the height down at no extra cost.

9. To consider if the PC wishes to make budget provision for celebrating VE Day 80th Anniversary 8th May 2025.

It was RESOLVED that the Council should provide in the 25/26 Budget for a moderate amount to be included.

10. To consider the need to conduct a tree survey – carried out last by Tony Castle 2021/22.

The Clerk pointed out that a tree survey should be carried out at a 3 yearly interval with the last carried out in 2021/22. It was RESOLVED that this be held in abeyance and to consider any specific issue that might arise in the future.

11. To receive from City of York Council and decide on response regarding invitation to post "No Smoking" signs in the play area (and elsewhere).

It was RESOLVED no objection to City of York deploying notices in the play area.

24/063 Financial Matters and Governance

1. To receive the bank reconciliation and budget monitoring reports as of 30th August and 27th September 2024

It was RESOLVED to approve the financial reports as of 30th August and 27th September 2024.

2. To receive and consider the Clerk's Financial Report for the half year and Forecast Year end with key changes under Financial Regulation 4.8.

It was RESOLVED to accept the Clerk's report, circulated in advance, on the financial position at the half year with a forward projection of the year end position both in income, expenditure and cash reserves with material change against budget identified in accordance with Financial Regulation 4.8.

3. To note the following receipts

a. 2x EROB Reservations – Memorial Garden - Linfoot	£ 600.00
b. 2x EROB Reservations – Extension – Holden	£ 900.00
c. Coop Funeralcare Haxby York – Burial Mary Angela Holden	£ 400.00
d. 1x EROB Reservation – Memorial Garden – Maureen Bebb	£ 300.00
e. Bank Interest June-Aug 2024	£ 208.47
f. Emerson Memorials – Plaque for Ann Palmer	£ 140.00
g. Adam Beaumont – Headstone for Matthew Brown Beaumont	£ 155.00
h. City of York Council – Payment of 2 nd half Precept	£13697.50
i. HMRC VAT Refund July-Sept 24	£ 1185.18
TOTAL	£17586.15

4. To confirm the following payments of invoices: -

a. Salaries, oncosts, and mileage- August	(BP) £ 1146.82
b. Home working allowance Clerk- August	£ 26.00
c. Giffgaff monthly charges- August	(DC) £ 6.00
d. Clerks' printer contract allowance	£ 11.50
e. Microsoft Business Basic 365 monthly charge – July 24	(DC) £ 12.36
f. Sleightholm Landscapes – Grass Cutting Contract	(BP) £ 1953.60
g. Zurich Municipal Insurance renewal	(BP) £ 632.00
h. PKF Littlejohn – Conclusion of External Audit 23-24	(BP) £ 252.00
i. Amazon Business – Dog fouling signs	(DC) £ 59.90
j. LJD Construction Services Ltd – Repositioning bench	(BP) £ 768.00
k. Amazon Business – Dog fouling signs	(DC) £ 119.80
l. Salaries, oncosts, and mileage- September	(BP) £ 1142.32
m. Home working allowance Clerk- September	£ 26.00
n. Giffgaff monthly charges- September	(DC) £ 6.00
o. Clerks' printer contract allowance	£ 11.50
p. Microsoft Business Basic 365 monthly charge – Aug 24	(DC) £ 12.36
q. Business Stream- Cemetery water charges May – Aug 24	(DD) £ 8.66
r. Sleightholm Landscapes – Grass and Hedge Cutting	(BP) £ 3068.40
TOTAL	£ 9263.22

It was RESOLVED to confirm payment of the above invoices.

5. To approve the following payments:

a. Salaries, oncosts, and mileage- October	(BP) £ 1119.82
b. Home working allowance Clerk- October	£ 26.00
c. Giffgaff monthly charges- October	(DC) £ 6.00
d. Clerks' printer contract allowance	£ 11.50
e. Microsoft Business Basic 365 monthly charge – September 24	(DC) £ 12.36
f. Cuttlefish Multimedia Ltd – website license & domain renewal	(BP) £ 702.00
g. SLCC Membership renewal for Clerk	(BP) £ 183.00
h. ROSPA Play Safety – Annual Inspection	(BP) £ 132.00
i. City of York Council – Cemetery Waste Charge	(DD) £ 52.38
j. Salaries, oncosts, and mileage- November	(BP) £ 1142.32
k. Home working allowance Clerk- November	£ 26.00
l. Giffgaff monthly charges- November	(DC) £ 6.00
m. Clerks' printer contract allowance	£ 6.50
n. Microsoft Business Basic 365 monthly charge – October 24	(DC) £ 12.36
TOTAL	£ 3438.24

It was RESOLVED to approve payment of the above invoices.

6. To consider action plan changes and additions for incorporating into the Council's Annual Plan for 2025-26.

The Chair requested Councilors to examine the Council's draft Annual Plan for 2025-26 and let the Clerk have any suggested alterations before discussion at the Finance Committee meeting scheduled for 19th December.

7. To consider progress on extending the grass cutting contract for 25/26 with Sleightholm Landscapes.

Sleightholm Landscapes was invited to provide a quote for the 25/26 season before deciding on progressing any competitive tendering process. Sleightholm Landscapes had responded by indicating that if the Council was prepared to contract for a further 3 years they would maintain the same price for grass cutting as this year but would need to increase the price of hedge cutting by 5% as this is sub contracted which would make a grand total of £7858 against this year's contract price of £7795 an increase of only £63. Should the Council only consider offering a further one-year contract they would have to increase the overall cost by 3%, which would be £8030 approx. Following discussion and considering that they carried out the contract to the council's satisfaction it was RESOLVED to allow the contract to run for a further 3 years.

24/064 Planning

1. To consider a response to the following planning applications: -
24/01797/TPO – Ings House, Shipton Road, York YO30 1XJ – Remedial pruning of 5no Oak Trees protected by TPO 158/90 for clearance of footpath/cycle path – comments by 24th October 2024 – No objection.
2. To note details of planning applications decided by City of York Council and decide on any necessary action:
 - a. 24/01184/FUL – 42 Fairfields Drive. Skelton, York YO30 1YP – First floor rear extension – Approved 23rd August 2024.
 - b. 24/01425/TPO – Yorkshire Ambulance NHS Trust, Fairfields, Shipton Road, Skelton, York – Lateral reduction on lower primary branch by approx. 2.5m to 1no. Oak Protected by Tree Preservation Order 125/1989 – Approved 1st October 2024.

24/065 To 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. YLCA and Breakthrough Communication Training to December 2024.
 - c. YLCA and Parkinson Partnership Finance related webinar training to December 2024.
2. **To receive emails from NALC.**
 - a. New website launch Monday 7th October – need to create new account – old passwords will not work. The Chair reminded Councillors that they would need to create a new account and password to access the new website as the old passwords would no longer work.
 - b. NALC holding a joint event with Local Government Association (LGA) on democracy in action taking place on 13th November. – Online event register to take part.
 - c. NALC Training dates October to December 2024 £39.22 per delegate.
3. **To receive correspondence from City of York Council.**
 - a. Residents update – October 2024.
 - b. Business update October 2024.
4. **To receive correspondence from other organisations.**
 - a. National Grid - Yorkshire GREEN - Notice of upcoming works on Overton Road commencing 7th October
 - b. Police and Crime Plan and Fire and Rescue Plan Consultation – Invitation to take part in an online survey 7th October to 18th November.

24/066 To receive reports from the Council's representatives on external bodies and to consider any action.

- a. York YLCA Branch Meeting - Report from 10th October meeting. Cllr. Hayton attended but there was little tangible to report. Looking at holding only once a year.
- b. Kyle and Ouse Internal Drainage Board – Decide representation to next meeting. Monday 2nd December 2024. It was RESOLVED no attendance necessary and that the Ward Councillor would also represent the Council on this occasion.
- c. Village Hall – nothing tangible to report, noting the portrait of King Charles III had been

exhibited in the Village Hall.

24/067 To receive Councillors request for items to be placed on the agenda for the next meeting of the Council.

The Chair reminded Councillors to let the Clerk have any items for the next meeting before the deadline.

24/068 To confirm that the next meeting of Skelton Parish Council will be the held on Thursday 19th December at 7.30pm, there being no meeting in November.

It was RESOLVED that the next meeting of Skelton Parish Council would be held on Thursday 19th December at 7.30pm, there being no meeting in November due to the Clerk being on holiday. The meeting on Thursday 19th December would be preceded by a Finance meeting at 6pm.

The Chair closed the meeting at 2031.

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

Date-----19/12/24-----