



Fulford

Parish Council

The Cemetery Lodge
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Minutes the meeting of the Parish Council held at 19:30 Tuesday 8th November in The Old Library, Fulford Social Hall, School Lane, Fulford, York.

Present: Cllr. Juliet Koprowska (Chair); Cllr. Keith Aspden (Vice-Chair); Cllr. Mary Urmston; Cllr. Andrew Vevers; Cllr. Geof Walker; 2 members of the public and the Clerk.

22126. Chair's welcome

The Chair welcomed all present to the meeting.

22127. To receive apologies and approve reasons for absence

Apologies were received from and reasons for absence approved for Cllr. Clare, Cllr. de Vries and Cllr. Marsh.

22128. To receive any declarations of interest

Cllr. Aspden declared an interest in all items pertaining to City of York Council in his capacity as Leader of the Council. Cllr. Koprowska declared a personal interest in Items 22136.a.i), 22136.a.ii) and 22141 (community group query relating to social hall hire rates).

22129. To receive and approve the Minutes of the Parish Council Meeting held on 4 October 2022

The Minutes of the Parish Council Meeting of the 4th October 2022 were approved as a true record.

22130. To receive and consider Parishioners' Questions:

Two representatives of Fulford Tennis Club raised concerns that Option C for the planned works at the Parish Field on School Lane, favoured by the Public Consultation and supported by the Parish Council makes no provision for additional tennis courts. They advised the Parish Council that previous reciprocal arrangements with Fulford School would no longer be available to the Tennis Club and future use of the school's tennis courts would result in the introduction of charges of £25 per hour to the Club. Whilst the School had offered a slightly reduced charge for a block booking over the summer, provided it were booked the previous autumn, the charges would remain prohibitive and there were issues relating to safeguarding for the junior members if being coached at the school's courts as they would need to access the Pavilion for its facilities without supervision (the school's toilet facilities would not be available for them to use).

The Club representatives explained that the future unavailability of use of the school's tennis courts would impact the coaching available to existing and new members, particularly the 150 junior members they say most of whom are resident in Fulford. In acknowledgement of the points raised in the Public Consultation, they requested a change to the plans to include 1 tennis court with provision for the availability of a weekly free group session, a booking system with free access for members of the public and to host free tennis days/events.

It was noted that any change in plans would most likely require a further public consultation and that the reduction from two courts to one may not redress the public and Parish Council's concerns for the reduced area of open space if an enclosed hard surface should be added. An additional court would also reduce the space for other sports to be accommodated, something which was also highlighted in the public consultation. It was further noted that the Community Use Agreement should have enabled use of the school's facilities by the Tennis Club and Fulford residents.

Cllr. Aspden asked the Tennis Club representatives to send their proposals in writing to him to explore options with the school's management. It was RESOLVED to include consideration of the Tennis Club's offer and requests at the next Parish Council meeting.

22131. To note correspondence received at Appendix 1 and decide if any action is necessary to include

a. Sports Club request for chemical treatment application for the parish field and contribution towards the £400 cost.

Councillors expressed concerns at the prospect of the use of chemicals on an area of public open space and the impact this may have on the environment. It was RESOLVED to deny permission for the use of the chemicals.

b. Sports Club minutes of the meeting of 19th October

The minutes were noted.

c. Emails relating to the appearance of stiles at Footpath 5_23_10

It was noted that CoYC had responded to reports made by residents and were taking relevant action for which a response from the landowner was required by 30th November.

d. Emails relating to York & North Yorkshire Devolution Deal Consultation

Cllr. Aspden agreed to forward a Powerpoint presentation of the information on the deal to councillors.

e. Email relating to York Enhanced Partnership for Buses

No action was deemed necessary.

f. YLCA Emails relating to Civility & Respect New Model Councillor-Officer Protocol

It was RESOLVED to consider a pledge to the Civility & Respect protocols at the next meeting.

g. Emails from Fishergate Planning Panel relating to 141 Broadway

Discussion of this correspondence was deferred to Item 22136.b.ii)

h. NALC PC7-22 DLUHC Committee funding review consultation (deadline 18 November)

No action was deemed necessary.

22132. To consider and confirm any decisions taken using delegated powers listed at Appendix 2

It was RESOLVED to confirm the decision taken using delegated powers on 12th October to respond to Paul Forrest's queries relating to the Parish Field Project in the terms drafted.

22133. To receive and consider a report from the Ward Councillor and decide on any necessary action

Cllr Aspden reported that a Residents' Flood Defence Meeting had been held at the Social Hall on 31st October and there was another scheduled for 21st November, following which the planning application will be submitted so that it can be assessed before the end of year. Cllr. Aspden mentioned the importance of the application being determined before April to ensure that it falls within this financial year. Cllr. Urmston agreed to circulate scanned plans to councillors prior to the 21st November residents' meeting.

Cllr. Aspden reported that two new schemes had been agreed by the Ward Committee – resurfacing at Heslington Croft and new storage containers for buggys and bikes at West Moor Flats on Fordlands Road.

Cllr. Aspden reported that he had had a walkabout at Footpath 12 with a resident. It was noted that the particular issue had been raised with CoYC some time earlier and work was ongoing to reach a solution.

22134. To receive and consider any report from the Police and decide on any necessary action

The September and October reports from the Police were noted. It was further noted that new arrangements for PCSOs might be upcoming.

22135. Financial Matters

a. To approve the payments presented for authorisation

It was RESOLVED to approve the following payments:

Fulford Parish Council

Listing of Payments in each Code for All Cost Centres
(Between 06-10-2022 and 09-11-2022)

Cost Centre CEM3 Cemetery Admin & Office Expenditure

Vchr	Date	Description	Supplier	Net	Vat	Tot
237	01/11/2022	Business Rates Monthly Payment	City of York Council	798.00		798.00
239	14/10/2022	Chip & PIN Machine Service Charges & Fees	Clover (Fiserv/First Data)	71.22	14.24	85.46
255	09/11/2022	Data Protection Fee Annual Renewal	ICO - Information Commissioner	17.50		17.50
227	18/10/2022	Electricity Charges	British Gas	27.44	1.37	28.81
263	21/10/2022	Monthly Subscription Payment	Microsoft Ireland Operations Ltd	9.40	1.88	11.28
251	09/11/2022	Stamps	Viking	84.80		84.80
238	06/10/2022	Broadband and Phone Payment	Plusnet	-10.89	-2.18	-13.07
245	03/11/2022	Broadband and Phone Payment	TalkTalk Business	27.95	5.59	33.54
198	09/10/2022	Monthly Subscription Payment	Expend Limited	6.99	1.40	8.39
262	21/10/2022	Monthly Subscription Payment	Expend Limited	6.99	1.40	8.39

Cost Centre CEM4 Cemetery Health & Safety

252	09/11/2022	First Aid Supplies	Viking	5.79	1.16	6.95
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Cost Centre CEM5 Cemetery Maintenance & Overheads

229	12/10/2022	Cemetery Vehicles Fuel Charges	Fuel Genie	171.73	34.35	206.08
249	09/11/2022	Rabbit Control - Cemetery November to April	MJ Backhouse Environmental S	298.23	59.65	357.88
266	10/10/2022	Cemetery Vehicle Insurance - Named Drivers	Aviva	297.00		297.00
240	17/10/2022	Commercial Waste Charges	City of York Council	474.72		474.72

Cost Centre CEM7 Cemetery Property Maintenance & Repairs

250	09/11/2022	Cleaning Supplies	Viking	76.71	15.34	92.05
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Cost Centre EM Employment Costs

235	31/10/2022	Net Salaries	All Employees	10,462.69		10,462.69
233	09/11/2022	Monthly HMRC Payment	HM Revenue & Customs	3,225.55		3,225.55
234	09/11/2022	Monthly NYPF Payment	North Yorkshire Pension Fund	3,455.45		3,455.45

Cost Centre PC3 Parish Council Admin & Office Expenditure

254	09/11/2022	Data Protection Fee Annual Renewal	ICO - Information Commissioner	17.50		17.50
256	19/10/2022	Phone Protective Case	Amazon	14.99		14.99
260	21/10/2022	Monthly Subscription Payment	Microsoft Ireland Operations Ltd	9.40	1.88	11.28
197	09/10/2022	Monthly Subscription Payment	Expend Limited	6.99	1.40	8.39
261	21/10/2022	Monthly Subscription Payment	Expend Limited	6.99	1.40	8.39
265	31/10/2022	Monthly Subscription Payment	HP Instant Ink	3.74	0.75	4.49
248	09/11/2022	Annual Subscription Fee	York Environment Forum	10.00		10.00
264	31/10/2022	Mobile Phone Charges- Clerk	Giff Gaff Ltd	5.00	1.00	6.00
259	09/11/2022	Webinar Training Charges	Yorkshire Local Councils Assoc	25.00		25.00

Cost Centre PC5 Parish Council Open Spaces

244	28/10/2022	Water Rates Payment	Business Stream	98.80		98.80
222	06/10/2022	Grass & Hedge Cutting	Sleightholm Landscapes	492.00	98.40	590.40
223	06/10/2022	Grass & Hedge Cutting	Sleightholm Landscapes	1,182.00	236.40	1,418.40
253	09/11/2022	Cleaning Supplies & Stamps	Viking	16.49	3.30	19.79

Cost Centre PC6 Parish Council Planning

224	09/11/2022	Local Plan Phase 2 Hearings Printing, Copying & Parking	Michael Courcier	112.55		112.55
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Cost Centre PC8 Parish Council Social Hall

243	24/10/2022	Broadband and Phone Payment	Plusnet	26.90	5.38	32.28
242	24/10/2022	Commercial Cleaning Charges	Smart Cleaning Group Limited	310.00	62.00	372.00
241	17/10/2022	Commercial Waste Charges	City of York Council	63.40		63.40
228	11/10/2022	Electricity Charges	British Gas	64.14	3.21	67.35
257	10/10/2022	USB to VGA Cable for Projector	Amazon	19.52	3.90	23.42
246	04/11/2022	Water Rates Payment	Business Stream	83.52		83.52
247	09/11/2022	Bi-Annual Inspection of Fire Precautions	Advance Fire Services	134.25	26.85	161.10

Cost Centre TNCY1 Parish Council Tenancy Account

230	03/11/2022	Cemetery Lodge Apartment Rent Guarantee Fee	Martin & Co	26.00	5.20	31.20
231	03/11/2022	Property Management Fee	Martin & Co	63.00	12.60	75.60
232	03/11/2022	Landlord's Gas Safety Certificate	Martin & Co	100.00	20.00	120.00

TOTALS £22,399.45 £617.87 £23,017.32

It was RESOLVED that Cllrs. Walker and Urmston would approve the following payments online with Unity Trust Bank.

unity trust bank

Log Off >

Accounts >

Payments >

Awaiting Authorisation ✓

Beneficiaries >

Standing Orders >

Direct Debits >

Stationery >

Stop Cheque >

Secure Messaging >

My Details >

Help / FAQs

Awaiting Authorisation

Customer: Fulford Parish Council

Select the transactions/instructions you wish to authorise or reject

Email Reminder

Type	Payment Details	Amount	Post Date	User
☐ Pay Bill	From: 60-83-01 20445852 Unity Current Account T2 To: 09-01-52 48718884 ADVANCE FIRE SERV. Ref: INV11015 CUST.2234	-39.60 GBP	ASAP	Rachel Robinson Mrs Rachel Robinson
☐ Pay Bill	From: 60-83-01 20445852 Unity Current Account T2 To: 20-61-53 80782319 NYPF Ref: FULFORD PC OCT	-3,455.45 GBP	ASAP	Rachel Robinson Mrs Rachel Robinson
☐ Pay Bill	From: 60-83-01 20445852 Unity Current Account T2 To: 08-32-10 12001039 HMRC PAYE/NIC CUMB Ref: 391PS001483062007	-3,225.55 GBP	ASAP	Rachel Robinson Mrs Rachel Robinson
☐ Pay Bill	From: 60-83-01 20445852 Unity Current Account T2 To: 40-63-84 87129013 VIKING Last Updated 27 Jul 2022 Ref: 739539 INV9502978	-203.59 GBP	ASAP	Rachel Robinson Mrs Rachel Robinson
☐ Pay Bill	From: 60-83-01 20445852 Unity Current Account T2 To: 30-17-80 00441626 MJ BACKHOUSE Ref: FPC INV43990ACF033	-357.88 GBP	ASAP	Rachel Robinson Mrs Rachel Robinson
☐ Pay New B/P	From: 60-83-01 20445852 Unity Current Account T2 To: 60-83-01 20328319 York Environment F Ref: FulfordPCMembershp	-10.00 GBP	ASAP	Rachel Robinson Mrs Rachel Robinson
☐ Pay Bill	From: 60-83-01 20445852 Unity Current Account T2 To: 09-01-52 48718884 ADVANCE FIRE SERV. Ref: INV11040 CUST.2234	-161.10 GBP	ASAP	Rachel Robinson Mrs Rachel Robinson
☐ Pay Bill	From: 60-83-01 20445852 Unity Current Account T2 To: 05-04-39 35219953 YLCA Ref: INV688-2223FULFORD	-25.00 GBP	ASAP	Rachel Robinson Mrs Rachel Robinson
☐ Pay Bill	From: 60-83-01 20445852 Unity Current Account T2 To: 20-10-71 20287288 Michael Courcier Ref: LocalPlanExpenses	-112.55 GBP	ASAP	Rachel Robinson Mrs Rachel Robinson

Please note: Transactions which remain 'Unauthorised' for over 1 month will automatically be cancelled.

b. To note the receipts presented

The following receipts were noted:

										6 November 2022 (2022-2023)																			
Fulford Parish Council																													
Listing of Receipts in each Code for All Cost Centres																													
(Between 06-10-2022 and 09-11-2022)																													
										Net		Vat				Tot													
Cost Centre		CEM1 Cemetery Income																											
Code		6002	CEM1 Cemetery Fees - Interments															£14,588.00				£14,588.00							
Code		6005	CEM1 Cemetery Fees - Grave Maintenance (Upkeeps)															40.00		7.00				42.00					
Code		6006	CEM1 Cemetery Fees - Memorials															15,900.00						15,900.00					
Code		8304	CEM6 PWLB Cemetery Extension Loan Repayments															3,483.45						3,483.45					
Cost Centre		PC1 Parish Council Income																											
Code		1013	PC1 Rents - Air Rifle Club															£50.00						£50.00					
Code		1014	PC1 Rents - Allotments															15.80						15.80					
Code		1015	PC1 Rents - Playing Field															£450.00						£450.00					
Code		1016	PC1 Rents - Social Hall															£617.09						£617.09					
Cost Centre		TNCY1 Parish Council Tenancy Account																											
Code		3702	TNCY1 Tenancy - Income Gain to Repay Reserves															700.00						700.00					
Cost Centre		VAT																											
Code		9006	VAT Payments and Receipts																	2,205.74				2,205.74					
										TOTALS		£2,212.74						£23,422.08											
																													
Created by  Scribe																													

v) 22/01893/CLD | Certificate of lawful development for installation of access decking | Houseboat Sabrina Fulford Reach Moorings St Oswalds Road York YO10

It was RESOLVED no response was necessary.

It was noted that a significant application at 47 Heslington Lane had been submitted. It was RESOLVED that the Planning Committee would meet to decide a response from the Parish Council at the earliest opportunity and Cllr. Aspden may be asked to call the application in to committee and notify Cllr. Andy D'Agorne.

b. Ongoing applications

i) 22/01502/FUL | Single storey rear extension and erection of 2no. rear garden outbuildings for additional living space | 151 Main Street Fulford York YO10 4PR

It was noted that following the Parish Council's request for revocation, a response has been received from the case officer to state that the request will take some time to consider.

ii) 22/01122/FUL | Variation of condition 2 of permitted application 18/02129/FUL to omit footpath across the front of houses, alter position of fences between properties and erect sheds to side of plots 1 and 2 (retrospective). | Land Adjacent To 141 Broadway York

It was noted that a note had been sent to the case officer requesting the reasons for delay in determining the application and the case officer had responded to report the delay is due to pressure of work. No further response was deemed necessary at this time.

iii) 20/01471/FULM | Change of use of existing bungalows (Use Class C2) to residential accommodation where care is provided (Use Class C3(b)) with construction of associated parking court and access driveway from Fulford Park (resubmission) | Royal Masonic Benevolent Institute Connaught Court St Oswalds Road York YO10 4QA

No update.

c. To note LPA decided applications at Appendix 3

The following LPA decided applications were noted:

22/02005/NONMAT | Non-material amendment to permitted application 22/01106/FUL to add rooflights to rear single storey extension, amend position of bi-fold door, and omit window to side of rear extension | Larkfield Naburn Lane Fulford York YO19 4RF – LPA Approved

22/02018/TCA | Fell 2no. Apple trees in a Conservation Area | The Old Pottery 28 - 32 School Lane Fulford York YO10 4LS – No objections from LPA

22/01837/CPD | Alterations, single storey rear extension and use as a house in multiple occupation | Sandysfarm 1 School Lane Fulford York YO10 4LU – LPA Refused

22/01791/FUL | Erection of detached dwelling and garage to rear following demolition of garage | Sandysfarm 1 School Lane Fulford York YO10 4LU – LPA Refused

22/01517/TCA | Fell 1no. Sycamore, 1no. Hornbeam and 2no. Holly trees in a Conservation Area | The Beeches 21 Fulford Park York YO10 4QE – No objections from LPA

22/01471/FUL | Single storey rear extension | 6 Connaught Gardens St Oswalds Road York YO10 4FR – LPA Approved

22/01090/FUL | Single storey extension to side and rear elevations | 3 Fulfordgate York YO10 4LY – LPA Approved

AOD/21/00340 | Conditions 12 (External Lighting) and 34 (Reduction in carbon emissions) of planning permission

21/00737/FULM | Fulford School Fulfordgate York YO10 4FY – LPA Approved

It was noted by the Planning working group that plans to solve the flooding of the Fordland's Road area were welcomed although the pumping station was considered to be more visually intrusive than anticipated.

22137. To receive and consider an update on matters pertaining to the Germany Beck Liaison Advisory Committee (LAC)

It was noted that the Clerk had requested news on a date for the next meeting and had offered assistance in facilitating arrangements for the meeting but not response had been received to date. It was RESOLVED that the Clerk would follow up with a further offer of assistance.

22138. To receive and consider any update on the Local Plan Examination (Phase 1) and decide on any necessary action.

No update.

22139. To receive and consider a report from the Cemetery working group and decide on any necessary action to include

i) Consideration of quotations for bathroom repairs at the Apartment

Following consideration of quotations instructed by the letting agents, it was RESOLVED to accept the joiner's quote. It was RESOLVED to chase up the door fitting.

ii) To note the signed renewal of lease and Gas Safety Certificate

It was noted that the lease had been renewed and the new Landlord's Gas Safety Certificate had been issued.

It was agreed to send the tenant a Card from the Parish Council.

22140. To receive and consider a report from the Open Spaces working group and decide on any necessary action to include:

a. School Lane Parish Field update

- VAT – it was noted that the response to request for advice on VAT from YLCA indicated that the VAT situation will potentially be quite complex. It was RESOLVED to get quotes from the Parkinson Group and then discuss funding of advice and VAT management with Paul Forrest (PF)
- Draft Lease Heads of Terms – it was noted that the advice from NALC legal team was still awaited and had been chased.
- Zoom meeting with PF update – A circulated email of update was noted. No action was deemed necessary pending receipt of quotes for VAT advice and further update from PF.

b. Fordlands Road update to include:

i) Consideration of revised tree planting plan for approval and instruction

It was RESOLVED to proceed as set out in the circulated plans.

It was noted that the public noticeboard at Fordlands Road had been repaired by Cemetery staff. It was further noted that the Parish Council noticeboard is damaged and that the Cemetery Staff will make temporary repairs pending a replacement being included in the budget for 2023/2024.

c. Play Equipment update to include consideration of report from site visit with Dave Meigh

It was RESOLVED to seek quotes for groundworks and the matting with recommended suppliers. It was also RESOLVED that the Clerk would follow up the request for works under the warranty to the mast on the Viking Boat at Fordlands Road with the supplier.

d. Village Green Update to include:

i) Tansy Beetle Noticeboard update

It was RESOLVED that the Parish Council would order, install and own the board but make arrangements for a partnership with TBAG for the maintenance of it. Cllr Vevers will submit the application for Ward Funding.

ii) Agreement with St Nicks

Deferred to the next meeting pending review of the Clerk drafted Licence to Occupy by a legal advisor and consideration by councillors.

iii) Metal Gate

It was noted that the Carstairs Countryside Trust have agreed to replace the gate and any matters relating to it can be raised when they attend the meeting in January.

e. Allotments update

Cllr. Koprowska reported on the items discussed at the Allotments Meeting on 4th October.

a) Update on staffing at the Cemetery Office and regular plot inspections;

It was noted that the new member of staff at the Cemetery Office will instigate regular plot inspections and report to the Parish Council.

b) The importance of keeping the new gate closed in the correct manner;

It was noted that there have been instances of the new gate being left open and that some allotment holders may have difficulties with the combination lock. It was RESOLVED to check the quotation and instructions for the installation of the gate to check if a keypad mechanism had been included and if so, query its absence. *[Post-meeting note, the instructions for the pedestrian gate installed with the fencing included a digipad lock but the instructions for the vehicular gate did not.]* It was noted that the new gate had settled but there were issues with its stability.

It was reported that there had been no recent problems with people parking on the drive.

c) To agree the timing of the order for a skip;

Following feedback from those present at the meeting, it was RESOLVED to order a skip for March/April 2023.

d) To note the date of the next meeting (7th March 2023 at 7pm)

It was noted that the date of the next Allotments Meeting is 7th March 2023 and the meeting will be held at 7pm in the Old Library at the Social Hall.

e) Any other business raised by those present at the meeting or by email /telephone in advance

At the meeting, attendees mentioned that the apiary was currently underused and other uses for the area were discussed in the event that it remains underused. It was RESOLVED to advertise the availability of apiary spaces on the Parish Council website and Facebook Page to try to generate some interest.

It was noted that the following items were raised by an allotment holder who had been unable to attend the meeting:

- Reduction in height of conifers. - It was RESOLVED to request the Cemetery staff to reduce the height of the bordering conifers.
- Availability of ground cover – It was noted the Parish Council purchased a supply of ground cover in 2017 which is stored in the apiary area of the allotments. It is available for allotment holders to buy at £2.05 per metre with payment to be made at the Cemetery Office. A notice about the availability of ground cover will be added to the new noticeboard about the groundcover once the noticeboard is ready for installation
- Neglected Plots – It was noted that Plot 9 had been cleared by the cemetery staff and has been re-let. It was further noted that more regular inspections should assist the ability to take timely action in response to neglected plots in future. It was RESOLVED to offer half plots when plots become available and to review the agreement to consider inclusion of a probationary period for new allotment holders.
- Waiting List – It was confirmed that a waiting list is in operation and it was noted that the numbers on the list change relatively frequently but it currently stands at 39, 28 of whom are Fulford residents who have priority for plots over non-Fulford residents.
- Allotment Rents – It was noted that the Parish Council's relationship with each tenant is individual and there is no collective agreement or obligation to provide any information to other tenants on payments received or outstanding.
- Border Hedge – it was noted that it had been agreed to plant a hawthorn hedge at the Parish Council meeting on 5th May 2022 and that advice received indicated that planting should be delayed until mid-autumn until late winter. It was RESOLVED to order 210 hawthorn whips to plant along the 70 metre Cemetery border (excluding the allotments perimeter).

It was RESOLVED that the Chair and the Clerk would coordinate a response to the allotment holder's emailed queries.

It was noted that Government Rules on Avian Influenza had been updated requiring birds to be housed. It was RESOLVED that the Clerk would email allotment holders to make them aware of the update and provide a link to the Government rules and advice.

f. Playing Fields Sign Replacements for School Lane & Fordlands Road and Village Green options

It was RESOLVED to arrange a Zoom consultation for councillors to consider the designs prepared by the Clerk.

22141. To receive and consider a report from the Social Hall working group and decide on any necessary action to include:

a. Any update on proposed renovations

It was noted that Phil Bixby had met with the Social Hall working group to present 3D designs produced following consultations with local groups and hall users. The 2D versions of the designs had been circulated for consideration and were welcomed enthusiastically. Potential future uses of the Social Hall such as inclusion of a community café, links with Explore for a reading café and use as a warm hub were discussed for inclusion in the gathering of information prior to taking the project further towards a public consultation.

It was noted that Cllr. Koprowska had met with Jane Granville from York CVS to consider potential ownership/management methods and consequences in terms of funding opportunities. Cllr. Koprowska reported that the Parish Council would have equally viable funding opportunities as other potential forms of management or ownership.

b. Review of lease with York Jubilee Air Rifle Club

No action was deemed necessary.

c. Any update on research for HEPA filters and ventilation in the Old Library.

Deferred.

It was noted that an enquiry about fees had been received from a Fulford based community group for its committee meetings. It was RESOLVED to advertise the rates of hire of the Social Hall on the Parish Council website and to confirm that the rate for Fulford residents would apply for the community group. It was further RESOLVED to include rates of hire and possible alternative arrangements for local community groups within budget considerations for 2023/2024.

22142. To receive and consider a report from the Fulford Climate & Ecological Emergency working group

It was noted that the webpage for the Greener Cleaner Fulford Community Group has been added to the Parish Council website. It was further noted that a Green event was being planned for 23rd April 2023.

22143. To consider content of the newsletter for publication and distribution in November

Following consideration of the draft and suggested changes, it was agreed to remove the "Meet the Councillor" article on this occasion, and it was RESOLVED to include "Community News" in each edition of the newsletter to provide an opportunity for non-Parish Council related news to be incorporated where relevant. A revised draft based on the agreed changes and including an article from St Nicks in the Community News section will be circulated for approval by email prior to publication and distribution.

22144. To consider any updates or information resulting from recent training webinars and decide on any necessary action

It was noted that the Clerk had booked the policies webinar and will continue to review policies. The Clerk confirmed that all required policies are on the new website but additional policies may be considered for adoption prior to the Annual Meeting.

22145. To consider and propose any items for inclusion on the agenda for the next meeting.

It was noted that items can be sent by email to the Clerk at anytime prior to the Wednesday before the next meeting date.

22146. To consider exclusion of the press and public from the discussion of any aspect of item 22147 by virtue of s.1(2) of the Public Bodies (Admission to Meetings) Act 1960.

It was RESOLVED to exclude the press and public from the discussion of any aspect of item 22147 by virtue of s.1(2) of the Public Bodies (Admission to Meetings) Act 1960.

22147. To receive and consider reports from the HR panel and decide on any necessary action

- It was noted that all staff have been reminded to take their full entitlement of annual leave (including any remaining carried over leave accrued during covid lockdowns etc) before 31st March and have further been reminded that any staff member needing to request any carry over of up to 5 days must make the request at or before the March meeting.

- The Clerk's requested leave was granted together with the Clerk's request to carry over 20 hours (equivalent to 5 days) into 2023/2024. The Clerk was encouraged to take the remaining leave due before the 31st March 2023. Cllrs. Koprowska and Walker agreed to monitor emails during the Clerk's leave in December.
- It was noted that staff performance review dates were in the process of being set.
- Councillors agreed to give the usual Christmas gifts for Cemetery staff.

22148. Confirm date and time of next meeting

It was noted that the next Parish Council meeting is scheduled for Tuesday 10th January 2023 and will either start at 7pm or 7.30pm depending upon whether Carstairs Countryside Trust intend to attend.

The Chair closed the meeting at 21:48

Signed _____

Chair of the Parish Council

Appendix 1 - Correspondence Received

- a. Stakeholder Letter from City of York Council relating to York & North Yorkshire Devolution Deal Consultation
- b. Environment Agency email for webinars and workshops
- c. Email relating to York Enhanced Partnership for Buses
- d. Email thread from resident relating to Footpath 5_23_10 blocked by stile
- e. Email thread between another resident & CoYC relating to Footpath 5_23_10 blocked by stile
- f. North Yorkshire Pension Fund consultation email
- g. North Yorkshire Pension Fund presentation slides
- h. Open Space equipment supplier email
- i. Yorkshire Flood Resilience webinars email
- j. Emails from Fishergate Planning Panel relating to 141 Broadway
- k. YEF Newsletter November 2022
- l. Further email from Halt Heronby campaigners
- m. Sports Club Correspondence including:
 - i) Emails arranging meeting of 19th October
 - ii) Request relating to request for chemical treatment application for the parish field and contribution towards the £400 cost.
 - iii) Minutes of the meeting of 19th October
- n. NALC Correspondence including
 - i) Chief Executive's Bulletins dated 30th September and 7th, 14th, 21st & 28th October
 - ii) Newsletters dated 5th & 12th October
 - iii) NALC PC7-22 DLUHC Committee funding review consultation (deadline 18 November)
 - iv) NALC White Ribbon Day Videos email
- o. YLCA Correspondence including:
 - i) White Rose Bulletins dated 30th September and 14th & 28th October
 - ii) Email re cancellation of remote meeting with NYPFC Commissioner & Chief Constable
 - iii) Law & Governance Bulletin October 2022
 - iv) Civility & Respect New Model Councillor-Officer Protocol
 - v) Email re devolution for York and North Yorkshire
 - vi) Email with NJC Salary Scales 2022-2023
 - vii) YLCA Training Bulletin 8 to 17 November 2022
 - viii) Information Requests Vacancies Bulletins dated 7th October & 4th November
 - ix) York Branch meeting follow-up email and attachments relating to Climate Change and Rights of Way Officer, Russell Varley
 - x) Email re Appointment of External Auditor for 2022-2027

Appendix 2 - Decisions taken using delegated powers

- a. Decision taken 12th October: It is RESOLVED to respond to Paul Forrest's queries relating to the Parish Field Project in the terms drafted.

Appendix 3 - LPA Decided Planning Applications

22/02005/NONMAT | Non-material amendment to permitted application 22/01106/FUL to add rooflights to rear single storey extension, amend position of bi-fold door, and omit window to side of rear extension | Larkfield Naburn Lane Fulford York YO19 4RF – LPA Approved

22/02018/TCA | Fell 2no. Apple trees in a Conservation Area | The Old Pottery 28 - 32 School Lane Fulford York YO10 4LS – No objections from LPA

22/01837/CPD | Alterations, single storey rear extension and use as a house in multiple occupation | Sandysfarm 1 School Lane Fulford York YO10 4LU – LPA Refused

22/01791/FUL | Erection of detached dwelling and garage to rear following demolition of garage | Sandysfarm 1 School Lane Fulford York YO10 4LU – LPA Refused

22/01517/TCA | Fell 1no. Sycamore, 1no. Hornbeam and 2no. Holly trees in a Conservation Area | The Beeches 21 Fulford Park York YO10 4QE – No objections from LPA

22/01471/FUL | Single storey rear extension | 6 Connaught Gardens St Oswalds Road York YO10 4FR – LPA Approved

22/01090/FUL | Single storey extension to side and rear elevations | 3 Fulfordgate York YO10 4LY – LPA Approved

AOD/21/00340 | Conditions 12 (External Lighting) and 34 (Reduction in carbon emissions) of planning permission 21/00737/FULM | Fulford School Fulfordgate York YO10 4FY – LPA Approved