



# Fulford

Parish Council

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## **Minutes of the Meeting of Fulford Parish Council held at 19:30 on Tuesday 17<sup>th</sup> October 2023 in The Old Library, Fulford Social Hall, School Lane, Fulford, York.**

**Present:** Cllr. Juliet Koprowska (Chair); Cllr. Simon Marsh (Vice-Chair); Cllr. Keith Aspden; Cllr. Mary Urmston; Cllr. Andrew Vevers; Ward Councillor Kate Ravilious and the Clerk.

### **23120. Chair's welcome.**

Cllr. Koprowska welcomed all attendees to the meeting. It was noted that Cllr. Ravilious would be arriving at 8.30pm after attending the Heslington Parish Council meeting. It was therefore agreed to defer Items 23129 and 23133 until after her arrival.

### **23121. To receive apologies and approve reasons for absence.**

Apologies for absence were received from and reasons for absence were approved for Cllr. Clare.

### **23122. To receive any declarations of interest.**

No pecuniary interests were declared. Cllr. Marsh declared a personal interest in Item 23133.a.iii and Cllr. Urmston declared personal interest in Item 23126.a.

### **23123. To receive and approve the Minutes of the Meeting of the Parish Council held on 5<sup>th</sup> September 2023.**

It was RESOLVED to approve the Minutes of the Meeting of the Parish Council held on 5<sup>th</sup> September 2023 as a true record subject to amendment of one typographical error.

### **23124. To note the resignation of Cllr. Karin de Vries and consequent advertisement of a Casual Vacancy.**

Cllr. de Vries' resignation was noted. It was further noted the Casual Vacancy has been advertised and the Parish Council will be authorised to Co-Opt for this vacancy after 25<sup>th</sup> October. It was RESOLVED to write to thank Cllr. de Vries for her years of service, dedication and commitment to Fulford and to the Parish Council and, if appropriate, use the Chair's allowance to purchase a gift.

### **23125. To consider any applications for co-option to the Parish Council.**

It was noted that no applications had been received and that there were now 5 vacancies. It was agreed to further publicise the opportunity to join the council in the newsletter and by using the community Facebook pages. It was also agreed that the Social Hall project could provide a focus to involve more community engagement with the council.

### **23126. To receive and consider Parishioners' Questions:**

- a. **Parishioner's request for assistance in finding a solution to excess parking on Main Street following implementation of parking charges at York Pavilion Hotel and regular instances of commercial vehicles parking for lengthy periods of time.**

It was noted that the Clerk had spoken with the parishioner and outlined the limitations of the council's powers on parking matters and solutions for issues. Following consideration, it was RESOLVED to report the issue to the Ward Councillor and to write to the Pavilion Hotel to enquire whether there was any action they could take to mitigate the impact on residents from their implementation of parking charges.

- b. **Parishioner's query about maintenance of brambles and undergrowth along the Fordlands Road playing field border with gardens.**

It was RESOLVED to ask Sleightholm to cut the brambles and undergrowth out of the hedge when they next cut the grass on the field.

**23127. To note correspondence received at Appendix 1 and decide if any action is necessary.**

The correspondence received was noted and the following resulting decision was taken:

**a. Zero Hour Email requesting support for the Climate and Ecology Bill.**

It was RESOLVED to support the Climate and Ecology Bill.

**23128. To consider and confirm any decisions taken using delegated powers listed at Appendix 2.**

It was RESOLVED to confirm the following decisions taken using delegated powers:

- a. Decision taken 15 September 2023:  
It is RESOLVED to instruct AJ Gallagher Insurance Brokers to renew the annual insurance with Hiscox in accordance with the quote received;
- b. Decision taken 21 September 2023:  
It is RESOLVED to instruct York Data Services to provide the FTTP Business Broadband 150 Mbps at Fulford Social Hall at the earliest opportunity.
- c. Decision taken 2 October 2023:  
It is RESOLVED to object to planning application 23/01693/FUL on the following grounds and submit the circulated letter as drafted:
  1. Harm to the character and appearance of the streetscene
  2. Lack of Information
  3. Neighbour amenity
  4. Permitted Development Rights
- d. Decision taken 9 October 2023:  
It is RESOLVED to submit a note for the planning committee to advise of the out of date bat survey in planning application 23/01234/FUL | Conversion of Nos. 100-102 to provide 4no. dwellings with external alterations and extensions. Erection of 1 no. dwelling to the rear and parking. (resubmission) | 100 Main Street Fulford York YO10 4PS

**23129. To receive and consider a report from the Ward Councillor and decide on any necessary action.**

Cllr. Ravilious reported the Ward Committee meeting is scheduled for Thursday 26 October at 5.15pm at St Oswald's Church and any applications for ward funding would be considered at the meeting.

Cllr. Ravilious reported that the City Council will reinstate Blue Badge access from January 2024 and the Public Consultation on Transport Strategy would be launched in mid to late November.

It was noted that there are two funds being launched for the City to assist residents with energy efficiency for homes:

- A LEAD Home Energy Advice Scheme for full energy assessments and advice for homes in conservation areas;
- A HUG scheme (Home Upgrade Grant) for energy efficiency renovations such as solar panel fitting for homes not connected to mains gas.

Cllr. Ravilious and Cllr. Vevers outlined the information from a recent Nature Recover Week Meeting based on the model of a Nature Recovery Plan in Harleston in Norfolk. It was noted that a DEFRA representative may be available to provide a presentation to the Parish Council.

It was noted that Cllr. Ravilious had been working with the University of York towards mapping the biodiversity across York and she reported that the inclusion of notable parish trees may be of benefit alongside any TPO applications.

**23130. To receive and consider any report from the Police and decide on any necessary action.**

The Police Reports for August and September were noted. No action was deemed necessary, but it was noted there had been recent increases in incidents at the Designer Outlet.


**23131. Financial Matters:****a. To approve the payments presented for authorisation.**

It was RESOLVED to approve the following payments:

| Description   | Supplier                                     | Total     |
|---|--|-----------|
| Rabbit Control September to February                  | MJ Backhouse Environmental Services          | 349.93    |
| Grass & Hedge Cutting                                 | Sleightholm Landscapes                       | 694.08    |
| Grass & Hedge Cutting                                 | Sleightholm Landscapes                       | 520.56    |
| Grass & Hedge Cutting                                 | Sleightholm Landscapes                       | 231.36    |
| Grass & Hedge Cutting                                 | Sleightholm Landscapes                       | 432.00    |
| Tractor Repairs & Parts                               | Cockey Hill Lawnmowers                       | 724.20    |
| Quantity Surveyor Fees to Cost Phil Bixby Design for  | Hazelhurst                                   | 400.00    |
| Grave/Plot Repurchase Fee                             | Catherine T Dibble                           | 189.00    |
| Annual Service of Fire Equipment & Anti-Tamper Se     | Advance Fire Services                        | 46.32     |
| Cemetery Lodge Apartment Rent Guarantee Fee           | Martin & Co                                  | 31.20     |
| Property Management Fee                               | Martin & Co                                  | 75.60     |
| Business Rates Monthly Payment                        | City of York Council                         | 918.00    |
| Cemetery Vehicles Fuel Charges                        | Fuel Genie                                   | 304.50    |
| Broadband and Phone Payment                           | TalkTalk Business                            | 39.50     |
| Chip & PIN Machine Service Charges & Fees             | Clover (Fiserv/First Data)                   | 40.21     |
| Commercial Cleaning Charges                           | Smart Cleaning Group Limited                 | 396.00    |
| Broadband and Phone Payment                           | Plusnet                                      | 32.28     |
| Monthly HMRC Payment                                  | HM Revenue & Customs                         | 3,170.76  |
| Gas Charges   | SSE Energy Solutions                         | 51.29     |
| Gas Charges   | SSE Energy Solutions                         | 120.51    |
| Monthly NYPF Payment                                  | North Yorkshire Pension Fund                 | 3,314.10  |
| Playground Inspection Charges                         | RoSPA Playsafety Limited                     | 259.80    |
| Supply & Install 2 External Signs at Fordlands Rd Pla | Signs Express (York) Ltd                     | 297.60    |
| Annual Insurance Charges                              | Arthur J Gallagher Insurance Brokers Limited | 2,622.07  |
| Annual Insurance Charges                              | Arthur J Gallagher Insurance Brokers Limited | 2,622.06  |
| Mobile Phone Charges- Clerk                           | GiffGaff Ltd                                 | 6.00      |
| Monthly Subscription Payment                          | HP Instant Ink                               | 13.49     |
| Monthly Subscription Payment                          | Microsoft Ireland Operations Ltd             | 24.72     |
| Monthly Subscription Payment                          | Expend Limited                               | 11.99     |
| Monthly Subscription Payment                          | Expend Limited                               | 11.99     |
| Play Equipment Sign A4                                | The Sign Shed                                | 21.95     |
| Legal Fees - Judicial Review 100 Main St Interim Acc  | Walton & Co                                  | 12,240.00 |
| Net Salaries  | All Employees                                | 10,041.20 |
| Manual Credit - Handling Charge                       | Unity Trust Bank                             | 0.90      |
| Bank Service Charges                                  | Unity Trust Bank                             | 41.70     |
| Electricity Charges                                   | SSE Energy Solutions                         | 103.86    |
| Broadband and Phone Payment                           | TalkTalk Business                            | 39.50     |
| Cemetery Lodge Apartment Rent Guarantee Fee           | Martin & Co                                  | 31.20     |
| Property Management Fee                               | Martin & Co                                  | 75.60     |
| Electricity Charges                                   | SSE Energy Solutions                         | 67.99     |
| Ergonomic Mouse Replacement                           | Amazon                                       | 28.98     |
| Mobile Phone Charges- Clerk                           | GiffGaff Ltd                                 | 6.00      |
| Monthly Subscription Payment                          | Microsoft Ireland Operations Ltd             | 24.72     |
| Copy of Register & Title Plan                         | HM Land Registry                             | 6.00      |
| Copy of Register & Title Plan                         | HM Land Registry                             | 6.00      |
| Amblers Steel FS209 Size 10 Safety Boots              | Elcocks Ltd                                  | 65.94     |
| Total   |  | 40,752.66 |

**b. To note the receipts presented.**

The following receipts were noted:

|  |  |   |  |  |  |  |  |  |  |                             |  |                   |  |
|--|--|---|--|--|--|--|--|--|--|-----------------------------|--|-------------------|--|
|  |  |   |  |  |  |  |  |  |  | 17 October 2023 (2023-2024) |  |                   |  |
| <b>Fulford Parish Council</b>  |  |   |  |  |  |  |  |  |  |                             |  |                   |  |
| <b><u>Listing of Receipts for All Cost Centres</u></b>   |  |   |  |  |  |  |  |  |  |                             |  |                   |  |
| <b>(Between 06-09-2023 and 17-10-2023)</b>   |  |   |  |  |  |  |  |  |  |                             |  |                   |  |
| <b>Cost Centre</b>   |  | <b>CEM1 Cemetery Income</b>                 |  |  |  |  |  |  |  |                             |  |                   |  |
| <b>Code Number</b>   |  | <b>6001</b>                                 | <b>CEM1 Cemetery Fees - Burial Rights Purchases</b>  |  |  |  |  |  |  |                             |  |                   |  |
|  |  |   |  |  |  |  |  |  |  | Subtotal for                | CEM1 Cemetery Fees - Burial Rights Purchases | £6,534.00         |  |
| <b>Code Number</b>   |  | <b>6002</b>                                 | <b>CEM1 Cemetery Fees - Interments</b>               |  |  |  |  |  |  |                             |  |                   |  |
|  |  |   |  |  |  |  |  |  |  | Subtotal for                | CEM1 Cemetery Fees - Interments              | £15,712.00        |  |
| <b>Code Number</b>   |  | <b>6006</b>                                 | <b>CEM1 Cemetery Fees - Memorials</b>                |  |  |  |  |  |  |                             |  |                   |  |
|  |  |   |  |  |  |  |  |  |  | Subtotal for                | CEM1 Cemetery Fees - Memorials               | £2,250.00         |  |
|  |  |   |  |  |  |  |  |  |  | Subtotal for Cost           | CEM1 Cemetery Income                         | 24,496.00         |  |
| <b>Cost Centre</b>   |  | <b>PC1 Parish Council Income</b>            |  |  |  |  |  |  |  |                             |  |                   |  |
| <b>Code Number</b>   |  | <b>1002</b>                                 | <b>PC1 CoYC CTB Support Grant</b>                    |  |  |  |  |  |  |                             |  |                   |  |
|  |  |   |  |  |  |  |  |  |  | Subtotal for                | PC1 CoYC CTB Support Grant                   | £1,056.50         |  |
| <b>Code Number</b>   |  | <b>1004</b>                                 | <b>PC1 CoYC Precept</b>                              |  |  |  |  |  |  |                             |  |                   |  |
|  |  |   |  |  |  |  |  |  |  | Subtotal for                | PC1 CoYC Precept                             | £21,800.00        |  |
| <b>Code</b>  |  | <b>1014</b>                                 | <b>PC1 Rents - Allotments</b>                        |  |  |  |  |  |  |                             |  |                   |  |
|  |  |   |  |  |  |  |  |  |  | Subtotal for                | PC1 Rents - Allotments                       | £17.50            |  |
| <b>Code Number</b>   |  | <b>1016</b>                                 | <b>PC1 Rents - Social Hall</b>                       |  |  |  |  |  |  |                             |  |                   |  |
|  |  |   |  |  |  |  |  |  |  | Subtotal for Cost           | PC1 Parish Council Income                    | 23,757.25         |  |
| <b>Cost Centre</b>   |  | <b>TNCY1 Parish Council Tenancy Account</b> |  |  |  |  |  |  |  |                             |  |                   |  |
| <b>Code Number</b>   |  | <b>3702</b>                                 | <b>TNCY1 Tenancy - Income Gain to Repay Reserves</b> |  |  |  |  |  |  |                             |  |                   |  |
|  |  |   |  |  |  |  |  |  |  | Subtotal for                | TNCY1 Tenancy - Income Gain to Repay Reserv  | £700.00           |  |
|  |  |   |  |  |  |  |  |  |  | Subtotal for Cost           | TNCY1 Parish Council Tenancy Account         | 700.00            |  |
|  |  |   |  |  |  |  |  |  |  | <b>TOTALS .....</b>         |  | <b>£48,953.25</b> |  |
| Created by  <b>Scribe</b> |  |   |  |  |  |  |  |  |  |                             |  |                   |  |

Created by  Scribe

**c. To approve the bank reconciliation.**

It was RESOLVED to approve the bank reconciliation dated 10 October 2023 with the bank balance of £307,105.98.

**d. To note the statement of reserves.**

The Net Position including Statement of Reserves were noted.

**23132. To consider projects requiring funding for inclusion in the 2024/2025 Budget.**

It was RESOLVED to provide the Clerk with any 2024/2025 funding needs at least one week before the November meeting in preparation for budget drafting.

**23133. To consider a report of planning applications and questions considered by the Planning Working Group and decide on any further action:**

**a. New applications**

- i. 23/01654/FUL | Single storey rear extension | 15 Whitting Close York YO19 4AF;

It was RESOLVED to comment as follows:

The proposal for a small extension has the potential to be in conflict with condition 28 placed on the outline Germany Beck consent, which states: “no structure on the western boundary of the site shall be within 30 metres of the eastern elevation of the dwellings in School Lane; and, no structure shall be within 30m of the southern elevation of Osborne House at No 7 School Lane”.

- ii. 23/01688/FUL | Two storey side extension and single storey rear extension following demolition of detached garage | 12 Heath Croft York YO10 4NJ;  
It was RESOLVED that there were no objections.
- iii. 23/01693/FUL | Erection of 1no. detached dwelling to side | 64 Cherry Wood Crescent York  
It was noted that a decision was taken by delegated powers as noted at 23128.c.
- iv. 23/01779/TCA | Pruning of 8 trees situated in the rear garden - trees in a conservation area | St Oswalds Gate House 13 Main Street Fulford York YO10 4HJ;  
It was RESOLVED there were no objections.
- v. 23/01827/FUL | Single storey side/rear extension following demolition of detached garage | 108 Cherry Wood Crescent York YO19 4QN.

It was noted that the property is licensed as a five person HMO. It was RESOLVED to submit the following objection comments:

- The scale of the ground floor extension is disproportionate when compared to the original two-bed bungalow. The property currently comprises five double bedrooms but the proposed dining room and utility room (which is curiously located well away from the kitchen area) appear to have been deliberately designed to be utilised in the future as a sixth bedroom with en-suite. This would potentially cause even more intensification of use that could have a harmful impact on the amenity of neighbours.
- The Fordlands Rd estate site is currently in the green belt and the rear garden of no 108 directly adjoins the open fields comprising green belt land. Although the Local Plan proposes to incorporate the estate into the urban area and remove it from the green belt, this will only happen when the Plan is adopted.
- The garage will be lost, resulting in the need to park three vehicles on the front lawned garden, causing harm to the character and appearance of the area. This could also provide a precedent for other dwellings to use their front gardens for parking.
- The parking layout proposed would result in vehicles having to reverse to exit the site, which could result in unsafe manoeuvres.
- Lack of adequate cycle storage.

It was further RESOLVED to write to raise the issue of an Article 4 direction to extend to Fordlands Road.

#### **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 work had started on the property. It was RESOLVED to send a further letter as drafted subject to minor tweaks to Neil Ferris.
- ii. 23/01234/FUL - Conversion of Nos. 100-102 to provide 4no. dwellings with external alterations and extensions. Erection of 1 no. dwelling to the rear and parking. (resubmission). 100 Main Street Fulford York YO10 4PS

It was noted that the application had been deferred at Committee. It was RESOLVED to draft a new response when the new bat survey is available. It is believed that the new survey will be completed next Spring and that it would be an unsafe decision without the new bat survey. Cllr. Ravilious remarked that she intended to raise why the plans are not compliant with building regulations and Cllr. Urmston requested an agenda item for the next meeting to consider seeking advice from a heritage consultant.

- iii. 22/02437/FUL Conversion of Nos. 100-102 to provide 4no. dwellings with external alterations and extensions. Redevelopment of outbuildings at rear to provide 1 no. dwelling and parking. 100 Main Street Fulford York YO10 4PS  
No update.
- iv. 23/01362/CPD - Certificate of lawfulness for proposed development of double detached garage, two storey side extension, single storey side extension and hip to gable roof extension. Kanoni 138 Heslington Lane York YO10 5ND  
No update.
- v. 22/02108/FUL | Erection of two storey detached dwelling after demolition of existing bungalow and outbuildings | 47 Heslington Lane York YO10 4HN.  
No update.
- vi. 23/00283/FUL Fulford Flood Alleviation Scheme Pt Fulford Ings and Pt Playing Fields Selby Road York to include:
  - 01. Consideration of a draft email to Steve Wragg relating to implications to the Parish Council resulting from the loss of its open space at Fordlands Road playing field for the scheme  
It was RESOLVED to send the email as drafted to include an option for a meeting by Zoom and copying in Cllr. Ravilious, the case officer and James Gilchrist.
- vii. 23/01147/FUL - Temporary/seasonal change of use from agricultural field to car park. York Designer Outlet St Nicholas Avenue York YO19 4TA  
No update.
- viii. To consider any update of proceedings relating to 22/02437/FUL. Conversion of Nos. 100-102 to provide 4no. dwellings with external alterations and extensions. Redevelopment of outbuildings at rear to provide 1 no. dwelling and parking. 100 Main Street Fulford York YO10 4PS and decide on any further action.  
It was noted that the court fee of £108 had been paid for the Consent Order and that the costs were awaited from CoYC.

**c. To note the following LPA decided applications.**

The following LPA decided applications were noted:

- 23/01297/FUL | Change of use from public house (sui generis) to ground floor coffee shop (use class E), 3no. flats to first and second floor levels. Erection of a single storey rear extension following removal of conservatory with associated external works, boundary treatment and parking. | Bay Horse Public House 105 Main Street Fulford York YO10 4PN – LPA Refused;
- 23/01390/FUL | Porch to front, 2no. dormers to front and 1no. dormer to rear | Portlet Cross Lane York YO19 4QP – LPA Householder Approval;
- 23/01428/TCA | Fell 1 no. Yew adjacent to Fenwicks Lane (T1), remove deadwood from 1 no. Lime (T2), prune back Laurel bush (T4) - trees in a Conservation Area [as amended 25.08.23] | Site of Raddon House 4 Fenwicks Lane York – No objections from LPA;
- 23/01508/FUL | Change of use from restaurant/takeaway (use class sui generis) to 1no. one bedroom apartment (use class C3) and 1no. commercial unit following demolition of rear projection. | 77 Main Street Fulford York YO10 4PN – LPA Approved.

**d. Article 4 Direction**

It was agreed to include an agenda item at the next meeting for consideration of removal of permanent development rights within the Conservation Area and expand them to the Germany Beck development adjoining the Conservation Area.

**23134. To receive and consider an update on matters pertaining to the Germany Beck Liaison Advisory Committee (LAC).**

It was noted that a meeting of the LAC had been pencilled in for 27th November at 5pm at the Social Hall. It was agreed that any matters to be included on the agenda should be given to Cllrs. Koprowska and Cllr. Marsh in time before the meeting. Cllr. Urmston thanked Cllr. Koprowska for her useful notes after the last meeting.

**23135. To receive and consider any update on the Local Plan Examination (Phase 1) and decide on any necessary action.**

No update was available.

**23136. To receive and consider a report from the Cemetery working group and decide on any necessary action.**

It was agreed that Cllr. Marsh will schedule a meeting of the Cemetery working group before the November Parish Council meeting.

**23137. To consider the Apartment Tenancy Renewal request from the tenant and decide on any necessary action.**

It was RESOLVED to approve the tenant's request to renew the tenancy for 6 months and then on a rolling month to month tenancy after expiry of the 6 months.

**23138. To receive and consider a report from the Open Spaces working group and decide on any necessary action to include:**

It was noted that Les Grant at the Cemetery Office had agreed to take on the allotments administration.

**a. Allotments to include:**

**i. Consideration of Structure Request Form for Plot 1**

It was RESOLVED to approve the application.

**ii. Matters arising from 3<sup>rd</sup> October Allotments Meeting and to approve the meeting notes for circulation to allotment holders as follows;**

01. New Lock: It was noted that a new Digi-Pad Lock has been installed but is not functioning securely. The Clerk had contacted Norex to remedy the issue and they had been scheduled to attend on 16<sup>th</sup> or 17<sup>th</sup> October but that they anticipated that additional works will be needed and therefore there may be additional cost.
02. Skip: It was noted that the skip provided in April was rapidly filled to overloading and soil and vegetable matter were included which is not permitted. The council will examine whether the skip was appropriately sized.
03. Conifer Border: It was noted that the conifers bordering the northern border of the cemetery along the allotments' boundary had been removed and the stumps were to be ground out. It was further noted that wood chippings had been made available to the Cemetery and allotments tenants. It was further noted that there was intention to plant native trees/hedging along the border to replace the conifers.
04. Vacated Plots: It was noted that a quote had been requested for strimming of the 2 vacated plots to assist the new tenants. Following consideration of the quotes received, it was RESOLVED to instruct Sleightholm to trim Plots 18 & 23 in liaison with the new tenants.
05. Plot Maintenance & Upkeep: It was noted that consideration should be given to ongoing plot maintenance and upkeep issues.

Existing Tenanted Plots: the viability of plot division for existing tenants was considered. It was agreed that the Open Spaces working group would consider how the option for division of plots could be achieved for existing tenants should they wish to reduce the size of their plot.

It was RESOLVED to contact GoodGym for assistance in Spring should their help be needed at that point. It was noted that Ian Dunn at CoYC would be able to loan and deliver gardening tools for GoodGym's use should that be necessary.

06. Apiary future: It was noted that the Parish Council had believed that the apiary was not being used, but now find there is still one beehive left. The council will try to contact the owner of the hive to determine their intentions.

07. Track to entrance gate: It was RESOLVED to ask the Cemetery staff to cut the grass along the incoming track. It was noted that the maintenance of the grass between plots was the responsibility of the allotment tenants under the conditions of the allotment agreement.

**iii. Consideration of encroachment of allotments land from adjacent properties and gate access between allotments and neighbouring properties.**

Cllr. Vevers reported that it appeared that the fences of three properties neighbouring the allotments had encroached onto the Parish Council's land. It was RESOLVED to check the boundaries and write to the property owners to make them aware that they have encroached onto Parish owned land and ask that when the fence is replaced or if they move that the fence is reinstated in the original position.

**b. Fordlands Road playing field to include:**

**i. RoSPA Report:**

BMX Track: It was noted that Cllr. Vevers had requested further information from RoSPA for their recommendation for a sign at the BMX track but that no response had so far been received. It was further noted that the Clerk had ordered the recommended signs for the goal posts and that these had been attached to the goal posts in the first week of October.

Multiplay Slide: It was noted that the Clerk has contacted the installers on 16<sup>th</sup> October requesting rectification of the fibreboard panel issues under warranty.

Repainting/Cleaning Equipment: It was noted that the Cemetery team had repainted some of the items mentioned in the report during September/October. It was further noted that the "wet paint" signs had been ignored so further repainting would be required.

Rocker Duck & Seesaw Springs: It was RESOLVED to instruct HAGs to replace or repair these as appropriate.

Viking Longboat: It was agreed that the equipment was not satisfactory and there had been issues with it since its installation but that the suppliers, Sovereign had nullified the warranty following urgent essential works carried out on it by the council resulting from inspection. However, it was RESOLVED to write to Sovereign to seek a resolution for the equipment faults and reinstatement of the warranty, failing which the equipment is to be removed and replaced with alternative equipment.

**ii. Consideration of pest treatment for moles following reports from Sleightholm;**

Following consideration of pest treatment as a whole for both playing fields, it was RESOLVED to refrain from pest control for the moles and to cancel the contracts for rabbit treatments at Fordlands Road and School Lane playing fields.

**iii. Consideration of ideas and prices received for new/replacement equipment at Fordlands Road to include in 2024/2025 Budget and earmark to 2024/2025;**

It was noted that options with pricing for new equipment had been received from Team Sport & Play, HAGs and Playscheme for new/replacement equipment. The budget and earmarked funds for the current financial year were noted and it was RESOLVED to commit the available £12,000 to new equipment at Fordlands Road with the Open Spaces working group to make recommendations for the item(s) to install this year and include in budget considerations for 2024/2025.



**iv. To note installation of new signs at entrances.**

It was noted that the new signs had been installed at each entrance in September.

**c. Parish Field School Lane to include:**

**i. Consideration of quotes for concrete removal and resurfacing;**

Following consideration of the information received from Team Sport & Play and Playscheme together with advice from the insurers, it was RESOLVED to remove the concrete and replace the surfacing.

It was noted that the quote from Playscheme had arrived shortly before the meeting and there had not been sufficient time to compare the two quotes. It was therefore RESOLVED to defer instructions to a supplier to the Clerk using delegated powers on receipt of recommendations from the Open Spaces working group following comparison of the quotes received.

**ii. Consideration of replacement for missing School Lane entrance sign and signs at other entrances;**

It was noted that RoSPA had reported the unauthorised disappearance of the entrance sign to the Parish Field at the School Lane entrance. As artwork for replacements signs had been previously approved but had been delayed pending finalisation of the plans for the field, it was RESOLVED to order the new signs for each entrance from the same supplier as the Fordlands Road signs now.

**iii. Consideration of reported unauthorised adjustments to entrance gate.**

It was noted a member of the public had applied zip ties to the catch and the RADAR lock of the Woodstock large mobility gate at the School Lane entrance to the Parish Field. When removed, the zip ties quickly reappeared and later the gate had been propped open. It was emphasised that the purpose of the gate is to prevent access to the field by motorbikes/small vehicles, to keep the field safe for younger children whilst keeping access available to pedestrians and mobility vehicles and must therefore be kept as installed.

It was noted that no complaints had been received about the gate so any reasons for modifications were unclear. It was RESOLVED to raise the mystery in the next newsletter with a request for information on any issues with the gate so that any concerns can be addressed and, if necessary, solutions can be investigated.

It was noted that the Two Tower Toddler unit has a chipped plywood panel, that the junior swings required raising by 500mm and that column checks should be carried out on the Spacenet and Rotaweb climber. Following consideration of the quotes received, it was RESOLVED to instruct HAGS to raise the swing and check the two central columns alongside their next inspection.

**d. Play Equipment to include:**

**i. Consideration of RoSPA inspection reports received and decide on any necessary action;**

Considered and decided at Items 23138.b.i and 23138.c.

**ii. To note update on repainting of items on Fordlands Road playing field.**

Considered and decided at Item 23138.b.i.

**e. Tree Protection Orders.**

It was noted that Cllr. Ververs had spoken with the Tree Protection Officer at CoYC with a view to adding additional trees to the register. He reported that publicly owned trees may not merit being on the list because they already have good protection. It was agreed that should someone have time to survey for potential identification of suitable trees and complete any relevant applications, such applications could

be supported but the Open Spaces working group will consider to viability and bring any recommendations to a future meeting.

**f. To consider sharing information on the Slow Ways website through social media to assist in creation of a national walking network.**

The Clerk reported information from a presentation from the Slow Ways project. It was RESOLVED to add links to the Slow Ways website to the Facebook page and website.

**23139. To receive and consider a report from the Social Hall working group and decide on any necessary action to include:**

**a. Update on WiFi provision;**

It was noted that the CityFibre had completed installation of the FTTP connection and that the York Data Services router was operational. The router name and password had been circulated to councillors and relevant regular Social Hall hirers.

**b. Consideration of Gate and Bar Condition Report;**

It was noted that the very comprehensive condition report carried out by Gate and Bar will be extremely helpful, and useful when applying for funding. The company's generosity with their time and expertise was also gratefully noted and it was agreed that their warnings for extensive repairs to the fabric of the building should be taken on board and acted upon as a matter of urgency. It was RESOLVED to write to Gate and Bar to express sincere gratitude for their comprehensive report.

**c. Consideration of Hazelhurst QS Report;**

It was agreed that the costings completed by Hazelhurst will be very useful for the longer term renovation scheme.

It was noted that comparison of the two reports was not viable as they were working to different specifications. Gate & Bar's being a condition report of the existing building whereas Hazelhurst's includes Phil Bixby's proposed designs for the renovation project.

Consideration was given to the prospect that some of the works for the urgent essential repairs may ultimately have to be re-done or removed as part of the longer term plans for the overall renovation project and this may impact of the overall cost but this would need to be balanced with preservation of the fabric of the building. The Clerk provided financial information on budgeted and earmarked funds and availability of any reserves.

It was RESOLVED to phase the programme beginning with the front of the building and roof and investigate funding opportunities to report to the next meeting. It was further RESOLVED to publicise the project to try and enlist help from the community.

It was RESOLVED to include a bat survey costing within any works affecting the roof and allow £14,391 as a starting point for the essential renovations in order of priority for maintenance of the fabric of the building within the first phase. Should additional funds be required when quotes arrive, a further decision for use of reserves or sourcing of additional funding would have to be made.

**d. To receive and consider any update from St Oswald's School about any potential access to the car park for the Parish Council;**

It was noted with thanks that the Headteacher and School Business Manager of St Oswald's School, in liaison with Sewells had worked hard to respond the council's request for any parking. It was RESOLVED to gratefully accept their offer.

**23140. To receive and consider any update from the Fulford Climate and Ecological Emergency Working Group and decide on any necessary action.**

No report received.

**23141. To consider any update on content for the next newsletter and decide on any necessary action.**

It was RESOLVED to send all copy to the Clerk by 14 November for a draft to be brought to the meeting on 28<sup>th</sup> November and publication in early December. Possible content to include articles about the verges, the gate mystery, Parish Councillor vacancies, update on the zipwire, information on completed/ongoing projects, nature recovery, allotment division, recycling.

**23142. To consider any updates or training and decide on any necessary action.**

**a. ScribeFest Online Training Day attended by the clerk;**

It was noted that the Clerk had attended the event and that recordings of the presentations were available should councillors wish to access them.

**b. Consideration of IT training options and consultancy for Microsoft 365 to include CloudyIT information and quote.**

The Clerk reported on recent discussions with CloudyIT for use of Microsoft 365 in management of the Parish Council's administration. It was noted that CloudyIT are recommended by NALC and work closely with Aubergine (the Parish Council website provider) and Breakthrough Communications (who provide training to councils via YLCA). CloudyIT had provided quotations for 3 levels of service, each with a variety of options the day before the meeting which the Clerk had analysed with recommendations shortly before the meeting. Due to the lateness of receipt, more time was needed to consider the quotes and the analysis, but councillors agreed with the idea in principle and noted that the costs could be met with funds earmarked to IT solutions for this financial year.

**23143. To consider exclusion of the press and public from the discussion of any aspect of item 23144 by virtue of s.1(2) of the Public Bodies (Admission to Meetings) Act 1960.**

There being no issues to discuss pending deferment to the next meeting, it was not necessary to exclude press and public.

**23144. To receive and consider reports from the HR panel and decide on any necessary action.**

It was noted that the HR Panel were scheduled to meet on 9 November and it was RESOLVED to defer the item to the 28 November council meeting.

**23145. To consider and propose any items for inclusion on the agenda for the next meeting.**

It was RESOLVED to add the Article 4 Direction consideration to next agenda.

**23146. Confirm date and time of next meeting.**

It was noted that the next Parish Council meeting is scheduled for 28 November at 7.30pm and the HR Panel Meeting 9 November. It was further noted that dates are to be arranged prior to 28 November for Cemetery WG, Planning WG, Social Hall WG, Fulford Climate & Ecological Emergency WG and Open Spaces WG.

The Chair closed the meeting at 21:58.

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**Signed, Chair**

## **Appendix 1**

### **Correspondence Received**

**1. General Correspondence:**

- 1.1. Email from Residents re 77 Main Street Planning Application.pdf;
- 1.2. Email re Climate and Ecology Bill request for support.pdf;
- 1.3. Email re Electrical Safety Grants.pdf.

**2. NALC Correspondence:**

- 2.1. NALC Chief Executive Bulletins dated 7<sup>th</sup>, 14<sup>th</sup>, 21<sup>st</sup> & 28<sup>th</sup> September, and 5<sup>th</sup> October;
- 2.2. NALC Newsletters dated 6<sup>th</sup>, 13<sup>th</sup> & 27<sup>th</sup> September, and 4<sup>th</sup> & 11<sup>th</sup> October.

**3. YLCA Correspondence:**

- 3.1. YLCA Email re 10 November Training Day.pdf;
- 3.2. YLCA Email re D-Day 80 Anniversary Guide.pdf;
- 3.3. YLCA Email re D-Day Update from Pageantmaster.pdf;
- 3.4. YLCA Law and Governance Bulletin September 2023.pdf;
- 3.5. YLCA Training Programme October - December 2023.pdf;
- 3.6. YLCA Email re York Branch Meeting - Thursday 12 October.msg";
- 3.7. YLCA White Rose Bulletins dated 8<sup>th</sup> & 22<sup>nd</sup> September and 6<sup>th</sup> October.

## **Appendix 2**

### **Decisions taken using delegated powers.**

1. Decision taken 18<sup>th</sup> September: "It is RESOLVED to renew the annual insurance through Gallagher UK with Hiscox Insurance Company".
2. Decision taken 21<sup>st</sup> September: "It is RESOLVED to instruct York Data Services to provide the FTTP Business Broadband 150 Mbps at Fulford Social Hall at the earliest opportunity".
3. Decision taken 2<sup>nd</sup> October: "It is RESOLVED to object to planning application 23/01693/FUL on the following on the following grounds and submit the circulated letter as drafted:
  - Harm to the character and appearance of the streetscene
  - Lack of Information
  - Neighbour amenity
  - Permitted Development Rights" .
4. Decision taken 9<sup>th</sup> October: "It is RESOLVED to write to the City of York Planning Committee to inform them of the outdated bat survey for Planning Committee Agenda item 4a - 100 Main Street, Fulford, York, YO10 4PS [23/01234/FUL]".