



# Fulford

## Parish Council

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### Minutes of the Meeting of Fulford Parish Council at 19:30 on Tuesday 25<sup>th</sup> July 2023 in The Old Library, Fulford Social Hall, School Lane, Fulford, York.

**Present:** Cllr. Juliet Koprowska (Chair); Cllr. Vivienne Clare; Cllr. Mary Urmston; Cllr. Andrew Vevers; Ward Councillor Kate Ravilious; 1 member of the public and the Clerk.

#### **23068. Chair's welcome**

The Chair welcomed all present to the meeting.

#### **23069. To receive apologies and approve reasons for absence**

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

#### **23070. To receive any declarations of interest**

There were no declarations of interest.

**23071. To receive and approve the Minutes of the Meeting of the Parish Council held on 13<sup>th</sup> June 2023.**  
The Minutes of the Meeting of the Parish Council held on 13<sup>th</sup> June 2023 were approved as a true record.

#### **23072. To consider any applications for co-option to the Parish Council**

There were no applications to consider.

#### **23073. To receive and consider Parishioners' Questions:**

A member of the public sought the Parish Council's advice and support with regard to planning application 22/02108/FUL. It was noted that the application had been called in to committee by the Ward Councillor and a letter of objection to the application had been circulated for approval at this meeting and would be considered at Item 23079.b.i).

Reports of damage to the walnut tree on the Parish Field were noted with disappointment and it was RESOLVED to make investigations with users of the field to determine who was responsible. It was further RESOLVED to expedite the application to request a Tree Protection Order for the tree.

A resident had reported vandalism to a bench on Thornton Road. It was noted that the bench had been installed by the developers for the care home under a planning condition on land within the Persimmon development without permission from Persimmon Homes but that there had been no provision for the bench's maintenance within the planning condition so it was unclear who was responsible for its maintenance. It was further noted that City of York Council had taken on maintenance of the dog bin that had been installed under the same planning condition and it was agreed that a request would be made to CoYC for maintenance of the bench in the same manner.

#### **23074. To note correspondence received at Appendix 1 and decide if any action is necessary.**

The following correspondence had been received and was noted.

- a. Letter re defibrillator provision and registration from Minister Will Quince MP to Local Authorities;

It was noted that the Parish Council's defibrillator is already registered correctly and is monitored.

**b. Email response from Canal & River Trust re reported speeding boats**

The response was noted and it was further noted that information on boat registrations, dates and times of incidents would need to be recorded for action to be taken by the Canal & River Trust.

**c. Email from resident re recycling collections and Ward Councillor response**

It was noted that the Ward Councillor had investigated the complaint and provided a response from the Head of Environmental Services to the resident to which the resident had responded further. It was further noted that CoYC was preparing to improve communications on recycling procedures for residents. It was RESOLVED to respond from the Parish Council to provide the updated information on recycling sorting requirements and thank them for keeping an eye on the situation.

**d. Email from York U3A**

The email and the Clerk's response were noted. No further action was deemed necessary.

**e. Email re 20s Plenty**

It was agreed that more information would be needed before the council could form an opinion on whether to support the campaign for 20's Plenty and it was RESOLVED to include further consideration on the next agenda.

**f. Email re Fulford Tapestry Location and Storage**

A request had been received to investigate whether the Fulford Tapestry could be kept and displayed within the parish. It was noted that Chas Jones was likely to be the owner of the tapestry and therefore no consideration of its display could be considered prior to consultation with Mr Jones. It was noted that Mr Jones was likely to be at Fulford Show and the question could be posed by councillors there.

**g. Email re Yorkshire Marathon Road Closure Information**

Noted.

**h. Emails re provision of compost**

Noted.

**i. NALC Correspondence:**

- i) Chief Executive's Bulletins dated 29<sup>th</sup> June, 6<sup>th</sup> & 13<sup>th</sup> July;
- ii) Newsletters dated 5<sup>th</sup> & 19<sup>th</sup> July.

Noted.

**j. YLCA Correspondence:**

- i) YLCA Email re Carbon Literacy Training;
- ii) YLCA Email re Co-Chair Opportunity for Yorkshire & Humber Climate Commission;
- iii) Yorkshire & Humber Climate Commission Consultation;
- iv) White Rose Bulletins dated 30<sup>th</sup> June and 14<sup>th</sup> July.

Noted.



**23075. 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 17 July 2023: It is RESOLVED to ask the Ward Councillor to call in the following planning applications to Committee:
  - 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;
  - 23/01147/FUL | Temporary/seasonal change of use from agricultural field to car park | York Designer Outlet St Nicholas Avenue York YO19 4TA.
- b. Decision taken 17 July 2023: It is RESOLVED to permit the summer holiday activities requested by the Ward Councillor on the parish field if the organisers are able to provide their own risk assessments and public liability insurance.

**23076. To receive and consider a report from the Ward Councillor and decide on any necessary action.**

Cllr. Ravilious informed the council that regular ward drop-in sessions were being arranged and would be publicised shortly.

Cllr. Ravilious reported that some summer activities were being arranged using ward funding from Fishergate and Fulford & Heslington Wards at locations within the area including a York City Knights inflatable activity on the parish field for primary aged children, activities for ages 12+ the Melbourne Centre and others for older residents also at the Melbourne Centre each of which will be publicised shortly.

Ward Funding is due to be managed slightly differently this year and will be divided into 3 pots, 2 of which will be decided on a ward basis and one on the basis of value to the City as a whole and will be determined using relevant data. Cllr. Ravilious encouraged feedback on the new approach. The Highways funding will be focused on solutions for potholes and the second of the 3 available pots will be focused on the needs of those living in fuel poverty.

It was noted that there has been a big increase in cycle thefts in the City, in particular near the University campus and CoYC are talking with police to increase the number of PCSOs on the ground.

Cllr. Ravilious reported that whilst the Germany Beck roads have yet to be adopted, it has been agreed that some bins can be installed. She also mentioned that she will be working to get some movement on the s106 funds and how they are spent.

At Full Council on 20<sup>th</sup> July, a number of motions were passed including one from Cllr. Ravilious in relation to Safeguarding York's Future to improve the environment and cut carbon within communities <https://democracy.york.gov.uk/documents/s169126/List%20of%20Motions%20Amendments%20and%20Recommendations.pdf>

**23077. To receive and consider any report from the Police and decide on any necessary action**

The Police Reports for June were noted.

**23078. Financial Matters**

- a. To approve the payments presented for authorisation

The following payments were approved:

24 July 2023 (2023-2024)

## Fulford Parish Council

### DRAFT PAYMENTS LIST 70+

Voucher	Name	Description	Amount
70	GiffGaff Ltd	Mobile Phone Charges- Clerk	6.00
71	HP Instant Ink	Monthly Subscription Payment	4.49
72	Expend Limited	Monthly Subscription Payment	23.98
73	Correcting Balance	CORR. Misposted Item	-5.00
	<i>Correcting £5 extra cash paid into Post Office in error</i>		
74	Martin & Co	Cemetery Lodge Apartment Rent Guarantee Fee	31.20
75	Martin & Co	Property Management Fee	75.60
76	Clover (Fiserv/First Data)	Chip & PIN Machine Service Charges & Fees	55.00
77	Plusnet	Broadband and Phone Payment	32.28
78	SSE Energy Solutions	Gas Charges	92.47
79	SSE Energy Solutions	Gas Charges	234.62
80	SSE Energy Solutions	Electricity Charges	66.07
81	HM Revenue & Customs	Monthly HMRC Payment	3,039.01
82	North Yorkshire Pension Fund	Monthly NYPF Payment	3,239.62
83	All Employees	Net Salaries	10,064.16
84	Unity Trust Bank	Manual Credit - Handling Charge	12.90
85	Unity Trust Bank	Bank Service Charges	50.10
86	Smart Cleaning Group Limited	Commercial Cleaning Charges	396.00
87	City of York Council	Business Rates Monthly Payment	918.00
88	Fuel Genie	Cemetery Vehicles Fuel Charges	316.33
89	TalkTalk Business	Broadband and Phone Payment	39.50
90	Clover (Fiserv/First Data)	Chip & PIN Machine Service Charges & Fees	57.87
91	City of York Council	Commercial Waste Charges	523.77
92	City of York Council	Commercial Waste Charges	71.11
94	GiffGaff Ltd	Mobile Phone Charges- Clerk	6.00
95	HP Instant Ink	Monthly Subscription Payment	4.49
96	Microsoft Ireland Operations Ltd	Monthly Subscription Payment	24.72
97	Expend Limited	Monthly Subscription Payment	23.98
98	SSE Energy Solutions	Electricity Charges	300.00
99	SSE Energy Solutions	Electricity Charges	566.14
100	Fulford Show	Community Grant to Greener Cleaner Fulford for Fulford Show :	15.00
101	Arthur J Gallagher Insurance Brokers Limited	Cemetery Vehicle Insurance - Named Drivers	45.75
102	Viking	Cleaning Supplies, PPE, & Stationery	108.43
103	Aubergine 262 Ltd	Annual Subscription Fee	238.80
104	J.G. Exton JCB Repairs, Sales & Servicing	JCB - full machine service on site	654.00
105	Advance Fire Services	Bi-Annual Inspection of Fire Precautions	69.00
106	Professional Paper Supplies Ltd	Mini Jumbo 2ply 150m 2.25" Core x 12	114.84
107	Royal Mail Group Ltd	Stationery & Postage Supplies	1.50
	<i>Fee Paid to Royal Mail for package with insufficient postage</i>		
108	York Environment Forum	Annual Subscription Fee	10.00
109	Viking	Ink Cartridge, Cleaning Supplies, Refreshments & Stamps	157.89
<b>TOTAL</b>			<b>21,685.62</b>



**b. To note the receipts presented**

The following receipts were noted:

24 July 2023 (2023-2024)

**Fulford Parish Council**  
**Summary of Receipts**  
**Summary - Cost Centres Only (Between 14/06/2023 and 24/07/2023)**

Cost Centre	Receipts	
	Budgeted	Actual
<b>CEM1 Cemetery Income</b>		
CEM1 Cemetery Fees - Burial Rights Purchases		3,743.00
CEM1 Cemetery Fees - Interments		14,715.00
CEM1 Cemetery Fees - Memorial Seats Installation		
CEM1 Cemetery Fees - Other		
CEM1 Cemetery Fees - Grave Maintenance (Upkeeps)		
CEM1 Cemetery Fees - Memorials		2,407.00
<b>TOTAL CEM1 Cemetery Income</b>		<b>20,865.00</b>
 <b>PC1 Parish Council Income</b>		
PC1 Rents - Allotments		100.00
PC1 Rents - Social Hall		1,507.50
<b>Total Parish Council Income</b>		<b>1,607.50</b>
 TNCY1 Parish Council Tenancy Account		700.00
VAT		
<b>NET TOTAL</b>		<b>23,172.50</b>
 Total for ALL Cost Centres		23,172.50
V.A.T.		
<b>GROSS TOTAL</b>		<b>23,172.50</b>

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**c. To approve the bank reconciliation**

It was RESOLVED to approve the bank reconciliation.

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

The statement of reserves was noted.

**23079. 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) **23/01234/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 is a re-submission of the previous one with no changes proposed. It was noted that the application had been called in by Cllr. Ravilious.

It was RESOLVED to object on the following basis and send the letter of objection as drafted:

- Cramped design, lack of landscaping, overdevelopment;
- Inadequate amenity space;
- Inadequate parking/turning arrangements;
- Harm to heritage assets.

- ii) **23/01222/FUL | Two storey side extension and single storey rear extension following demolition of rear projection | 24 Fordlands Road York YO19 4QG**

No objections.

- iii) **23/01147/FUL | Temporary/seasonal change of use from agricultural field to car park | York Designer Outlet St Nicholas Avenue York YO19 4TA**

Consultation deadline extended to 2<sup>nd</sup> August 2023.

It was noted that the application had been called in by Cllr. Ravilious who also reported on a meeting held with the management of the Designer Outlet. It was RESOLVED to object on the following basis and send the letter of objected as drafted subject to minor tweaks:

- Inappropriate development in the green belt – harmful by definition which requires very special circumstances to be demonstrated;
- Lack of ecological information;
- Encouraging staff to drive to work does not represent sustainable development.

**b. Ongoing applications**

- i) **22/02108/FUL | Erection of two storey detached dwelling after demolition of existing bungalow and outbuildings | 47 Heslington Lane York YO10 4HN**

Re-consultation on revised plans – deadline 27<sup>th</sup> July.

It was RESOLVED to send a letter commenting as follows:

- The revisions have very slightly lessened the impact on important trees but the proposals are still not supported.
- The tree survey is out-of-date.
- The relocation of the dwelling closer to Heslington Lane will have a greater impact on the outlook and amenity of the neighbour at 49
- The PC would welcome the advice of a specialist conservation officer regarding the harm that may be caused to the conservation area due to the scale of the development and lack of subservience in a backland location.

- ii) **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 RESOLVED that the Clerk would follow up for a response to revocation request sent on 9 June.

iii) 23/00283/FUL **Fulford Flood Alleviation Scheme Pt Fulford Ings And Pt Playing Fields Selby Road York**

It was noted that the issue of replacement land to compensate for loss of public open space has not been resolved which may delay or prevent Parish Council consent to the works should permission be granted. It was also noted that the application was likely to go to committee soon. It was RESOLVED that the Clerk would contact YLCA for legal advice from NALC legal team.

iv) 23/00581/FUL | **Change of use from restaurant (use class E) to 2no. one bedroom apartments (use class C3), demolition of existing rear extension and associated external alterations | 77 Main Street Fulford York YO10 4PN**

Application withdrawn.

v) 21/01071/FUL | **Variation of condition 2 of permitted application 18/02129/FUL to revise the site layout with regards to parking and external amenity space of the properties | Land Adjacent To 141 Broadway York**

Application LPA approved.

vi) ) 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**

Agreement on JR costs still awaited.

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

The following LPA decided applications were noted:

23/00312/FUL | Erection of detached dwelling to rear with associated landscaping and access - resubmission | Sandysfarm 1 School Lane Fulford York YO10 4LU – Refused  
AOD/18/00264 | Conditions 3 and 20 - 13/03481/FULM | Royal Masonic Benevolent Institute Connaught Court St Oswalds Road York YO10 4QA - Partial App/Partial Ref of Details

**23080. To receive and consider an update on matters pertaining to the Germany Beck Liaison Advisory Committee (LAC) to include consideration of representatives from the Parish Council on the committee membership**

Cllr. Urmston expressed a wish to step down as one of the two Parish Council representatives on the LAC and it was RESOLVED that Cllr. Marsh would be appointed in her place on the LAC.

**23081. To receive and consider any update on the Local Plan Examination (Phase 1) and decide on any necessary action**

No update.

**23082. To receive and consider a report from the Cemetery working group and decide on any necessary action to include consideration of a request to refund a burial rights purchase**

Following consideration, it was RESOLVED to approve a request for refund of a burial rights plot purchase subject to the deduction of the 20% administration fee.



It was noted that recent memorial subsidence due to heavy rainfall had led to damage to ornaments on an adjacent grave and it was RESOLVED to approve compensation for the replacement ornaments up to the value of £100 upon receipt of confirmation of the cost incurred.

**23083. To receive and consider a report from the Open Spaces working group and decide on any necessary action to include:**

**a. Allotments**

It was noted that Cllr. Vevers has spent some time measuring out the plots and that there are some discrepancies with plot sizes that have developed over the years. It was also noted that the unkempt plots may need some remedial works to get them into a condition to be worked. The Open Spaces working group will consider how best these can be dealt with and investigate whether any compost may be available through CoYC to help.

**b. Fordlands Road**

No update.

**c. Parish Field School Lane to include consideration of potential location of a half basketball court**

It was agreed that a meeting with Paul Forrest should be arranged to consider basketball locations but that no decisions on plans could be taken until the question of ownership of the land is resolved.

**d. Play Equipment**

No update.

**e. Village Green**

No update.

**23084. To receive and consider a report from the Social Hall working group and decide on any necessary action to include**

**a. Any update from Phil Bixby, the Quantity Surveyor or Gate & Bar**

It was RESOLVED that Cllr. Clare would arrange an update meeting with Phil Bixby to talk through the suggested changes. It was noted that Gate & Bar had inspected for a condition report and the report was awaited and it was agreed to add consideration of registering the Social Hall as a Community Asset to the next agenda.

**b. To consider purchase of cleaning equipment for public use**

It was RESOLVED to purchase a long broom and store it in the kitchen at the hall.

The quotation from Kevin Burbidge for sensor lights in the toilets was considered and it was RESOLVED to approve the quote and instruct the works.

The Clerk presented a Direct Debit form for the SSE electricity account at the Social Hall for signature and it was signed by 2 bank signatories.

**23085. To receive and consider any update from the Fulford Climate and Ecological Emergency Working Group (FCEE) and decide on any necessary action**

No update.

**23086. To consider any updates or information resulting from recent training webinars and decide on any necessary action**

No updates or information received.

**23087. To consider exclusion of the press and public from the discussion of any aspect of item 23088 by virtue of s.1(2) of the Public Bodies (Admission to Meetings) Act 1960**

No exclusion was necessary as HR matters were deferred to the next meeting.

**23088. To receive and consider reports from the HR panel and decide on any necessary action**

Deferred to the next meeting pending meeting of the HR panel.

**23089. To consider and propose any items for inclusion on the agenda for the next meeting**

Registration of the Social Hall as a Community Asset and the HR matters were agreed to be included on the next agenda.

**23090. Confirm date and time of next meeting.**

The next meeting of the Parish Council Tuesday 5<sup>th</sup> September 2023 at 19:30

The Chair closed the meeting at 21:09

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Chair

## **Appendix 1**

### **Correspondence Received**

- k. Letter re defibrillator provision and registration from Minister Will Quince MP to Local Authorities;
- l. Email response from Canal & River Trust re reported speeding boats
- m. Email from resident re recycling collections and Ward Councillor response
- n. Email from York U3A
- o. Email re 20s Plenty
- p. Email re Fulford Tapestry Location and Storage
- q. Email re Yorkshire Marathon Road Closure Information
- r. Emails re provision of compost
- s. NALC Correspondence:
  - i) Chief Executive's Bulletins dated 29<sup>th</sup> June, 6<sup>th</sup> & 13<sup>th</sup> July;
  - ii) Newsletters dated 5<sup>th</sup> & 19<sup>th</sup> July.
- t. YLCA Correspondence:
  - i) YLCA Email re Carbon Literacy Training
  - ii) YLCA Email re Co-Chair Opportunity for Yorkshire & Humber Climate Commission
  - iii) Yorkshire & Humber Climate Commission Consultation
  - iv) White Rose Bulletins dated 30<sup>th</sup> June and 14<sup>th</sup> July.

## **Appendix 2**

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

- a. Decision taken 17 July 2023: It is RESOLVED to ask the Ward Councillor to call in the following planning applications to Committee:
  - 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
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- b. Decision taken 17 July 2023: It is RESOLVED to permit the summer holiday activities requested by the Ward Councillor on the parish field if the organisers are able to provide their own risk assessments and public liability insurance.