



Fulford

Parish Council

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Minutes of the Meeting of Fulford Parish Council Held at 19:30 on Tuesday 16th January 2024 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. Vivienne Clare; Cllr. Mary Urmston; Cllr. Andrew Vevers; PCSO Declan Robinson; PC John Armstrong; 2 members of the public and the Clerk.

23174. Chair's welcome.

The Chair welcomed all present and initiated introductions.

23175. To receive apologies and approve reasons for absence.

Apologies for absence were received, and reasons for absence were approved from Cllr. Kate Ravilious.

23176. To receive any declarations of interest

Cllr. Aspden declared a non-pecuniary interest in Item 23180.a.iii in his capacity as Chair of Fulford in Bloom. Cllr. Urmston declared a non-pecuniary interest in Item 23187.b. ii.

23177. To receive and approve the Minutes of the Meeting of the Parish Council held on 28 November 2023.

It was RESOLVED to approve the Minutes of the Meeting of the Parish Council held on 28 November 2023 as a true record.

23178. To consider an application for co-option to the Parish Council and to consider any other applications.

Following consideration of an application from Geoffrey Walker, it was RESOLVED to co-opt Mr Walker to the Parish Council. Cllr. Geoffrey Walker signed the Declaration of Acceptance of Office and took part in the meeting from this point on.

23179. To receive and consider Parishioners' Questions:

Following consideration of Item 23180.a.i and a resident/business owner's representations, it was RESOLVED to support the installation of cycle hoops/racks along Main Street in principle and to offer support to the businesses about potential location(s) should City of York Council (CoYC) deem the proposal viable. The resident agreed to take the proposal back to Cllr. Ravilious with a view to further action to instigate the process.

The resident left the meeting.

23180. To note correspondence received at Appendix 1 and decide if any action is necessary.

The following correspondence was noted and considered further where recorded.

a. General Correspondence

- i) Email from business owner relating to Cycle Stands on Main Street.
See decision at Item 23179 above.
- ii) Minutes from Fulford Sports Club.
Deferred to Item 23192.c for consideration.
- iii) Email from GCF (Greener Cleaner Fulford) to Fulford in Bloom.
Deferred to a future agenda.
- iv) Emails between Fulford Football Club, Paul Forrest and FPC relating to Sport England Grant.
Deferred to Item 23192.c for consideration.

- v) Planning Enforcement Appeal Notice 19/00421/NOCONS dated 7 December.
- vi) Police Reports for December.
- vii) 3 x expressions of interest in councillor vacancies

b. NALC Correspondence:

- i) Chief Executive's Bulletins dated 30 November, 21 December 2023;
- ii) Newsletters dated 29th November 2023 and 10th January 2024;
- iii) Legal Briefing Note – Power to fund works to property relating to affairs of the church;
- iv) Legal Topic Note 31E – Local council general powers (England) effective 26 December 2023.

c. YLCA Correspondence:

- i) White Rose Bulletins dated 1st and 15th December 2023 and 5th January 2024.
- ii) NALC Guidance Note & Template for new Model Contract of Employment
- iii) North Yorkshire Climate Change Newsletter
- iv) Training and Discussion Forums Information dated 4th – 15th January and 8th to 25th January
- v) Law and Governance Bulletin December 2023.

It was RESOLVED to add consideration of changing the style of the council from Fulford Parish Council to Fulford Community Council/Fulford Village Council/Fulford Neighbourhood Council to a future agenda for consideration and consultation.

23181. To consider and confirm any decisions taken using delegated powers listed at Appendix 2.

No delegated powers decisions had been taken.

23182. To receive and consider a report from the Ward Councillor and decide on any necessary action.

Having sent apologies and reasons for absence, Cllr. Ravilious had provided a written report to the council, summarised, and noted as follows:

- **Transport Strategy consultation** - A public drop in event held in St Oswald's Church Hall on Sat 13 January. Around 30 residents attended and lots of valuable feedback given to transport officers including a desire for a direct route to the Hospital, and a bus that went to Heslington and the York Sport Village. The next event is scheduled for 17 January and residents are encouraged to feedback via the online consultation at <https://www.york.gov.uk/BigTransportConversation> before it closes on 4 February.
- **Changes to bus services in Fulford** - Bus services are currently being reviewed and could impact services to Fulford. Changes are being proposed to the numbers 24, 25 and 26, with numbers 25 and 26 being amalgamated.
It was RESOLVED to request an update on any impacts to Fulford once they are available.
- **Sewage leak Fulford Ings** - Following the sewage leak on Fulford Ings Cllr. Ravilious engaged with Yorkshire Water on their maintenance plans and procedures when leaks do occur. A meeting has been arranged to meet one of their operatives on Fulford Ings to understand how they inspect their network etc. Cllrs. Koprowska and Vevers indicated their intention to attend the meeting.
- **Cycle Parking on Main St** - A resident/business owner had requested if it would be possible for CoYC to install more cycle parking on Main St. Cllr. Ravilious had contacted CoYC officers who provided plans for cycle parking for this location that had been proposed some years ago but could not be installed at the time. CoYC still has some funding available for installing cycle parking so it should be possible to install some cycle racks here and an Increase in cycle parking provision aligns with the proposed transport strategy - supporting people to use sustainable modes of travel.
- **Planning application – Germany Beck pumping station** - Cllr. Ravilious reported her intent to support this application, suggesting some conditions around the archaeology.
- **Planning application – 100-102 Main St** - Cllr. Ravilious reported her intent to submit a written statement for the Committee Chair to read out opposing the application on accessibility grounds and the impact of deliveries parking on the main road.
- **Germany Beck – S106 and Parish Field** - Cllr. Ravilious reported that she was following up with finding an advisor to advise on designing sports facilities and space to meet diverse community needs.
- **Double taxation and Parish Council budget** - Cllr. Ravilious reported from April 2024 cuts to the public realm budget are highly likely due to extreme financial challenges being faced by CoYC and this will impact double taxation claims.

23183. To receive and consider any report from the Police and decide on any necessary action.

The Police Reports for December had been circulated and were noted. PCSO Robinson reported the statistics from December to date which included 42 crimes, mostly thefts from Designer Outlet which spiked over the Christmas period. PC Armstrong mentioned that the recording of more precise crime statistics would account for some of the perceived increase. They agreed that the level of thefts had increased in Fulford but that compared to elsewhere in the City, levels remain low. It was noted that the yorknpt@northyorkshire.police.uk email for reporting non-emergency incidents had been set up and that any non-emergency incidents should be reported as soon as possible to be dealt with effectively.

23184. Financial Matters


a. To approve the payments presented for authorisation;

It was RESOLVED to approve the following payments and it was further RESOLVED that two councillors would log in to the Unity Trust account to provide online authorisations.

| | | | Fulford Parish Council | | | | | | |
|---------|--|--|--|---------------------------------------|--|--|--|-------|-----------|
| | | | PAYMENTS LIST | | | | | | |
| Voucher | Code | | Description | Supplier | | | | | Total |
| 259 | CEM5 Tools/Minor Equipment Purchases | | Hand Tools | Amazon | | | | | 39.98 |
| 260 | CEM5 Tools/Minor Equipment Purchases | | Hand Tools | Amazon | | | | | 28.42 |
| 258 | PC3 Prepaid Card Service Charges (Expend) | | Monthly Subscription Payment | Expend Limited | | | | | 11.99 |
| 258 | CEM3 Prepaid Card Service Charges (Expend) | | Monthly Subscription Payment | Expend Limited | | | | | 11.99 |
| 257 | EM CEM On Cost - Cemetery | | Monthly HMRC Payment | HM Revenue & Customs | | | | | 3,104.98 |
| 271 | PC3 Newsletters | | Newsletter Printing | Helloprint | | | | | 168.99 |
| 264 | CEM3 Electricity | | Electricity Charges | SSE Energy Solutions | | | | | 80.42 |
| 265 | PC8 SH - Electricity | | Electricity Charges | SSE Energy Solutions | | | | | 136.44 |
| 256 | EM CEM On Cost - Cemetery | | Monthly NYPF Payment | North Yorkshire Pension Fund | | | | | 5,102.01 |
| 267 | EM CEM Gross Pay - Cemetery | | Net Salaries | All Employees | | | | | 14,698.11 |
| 271 | PC3 Newsletters | | Newsletter Printing | Helloprint | | | | | 16.26 |
| 268 | TNCY1 Tenancy - Letting Agent Management Fees | | Cemetery Lodge Apartment Rent Guarantee Fee | Martin & Co | | | | | 31.20 |
| 269 | TNCY1 Tenancy - Letting Agent Management Fees | | Property Management Fee | Martin & Co | | | | | 78.84 |
| 266 | EM PC Home Working Allowance | | Home Working Allowance Payment | Rachel Robinson | | | | | 234.00 |
| 272 | CEM3 Telephone/Broadband | | Broadband and Phone Payment | TalkTalk Business | | | | | 39.50 |
| 297 | PC3 IT - Support and Services | | Monthly Subscription Payment | Microsoft Ireland Operations Ltd | | | | | 24.72 |
| 276 | CEM3 Gas | | Gas Charges | SSE Energy Solutions | | | | | 118.49 |
| 277 | PC8 SH - Gas | | Gas Charges | SSE Energy Solutions | | | | | 311.89 |
| 278 | CEM6 PVLB Cemetery Extension Loan Repayments | | Bi-Annual Public Works Loan Repayment | PVLB Lending Facility | | | | | 3,483.45 |
| 273 | CEM4 Tree Trimming/Felling | | Removal of Lawson Cyprus Trees bordering Allotn | Yorkshire Tree Surgeons Limited | | | | | 3,984.00 |
| 270 | CEM3 Postage | | Cleaning Supplies, Stamps & Stationery | Viking | | | | | 115.00 |
| 270 | PCS Streets/Street Furniture - St. Cleaning Equip. | | Cleaning Supplies, Stamps & Stationery | Viking | | | | | 22.79 |
| 270 | CEM7 Cleaning Materials | | Cleaning Supplies, Stamps & Stationery | Viking | | | | | 178.65 |
| 270 | CEM3 Stationery/Ink/Registers | | Cleaning Supplies, Stamps & Stationery | Viking | | | | | 28.19 |
| 274 | PC3 Telephone & Broadband | | Mobile Phone Charges- Clerk | GiffGaff Ltd | | | | | 6.00 |
| 263 | CEM5 Fuel | | Cemetery Vehides Fuel Charges | Fuel Genie | | | | | 119.52 |
| 296 | PC3 Stationery & Ink | | Monthly Subscription Payment | HP Instant Ink | | | | | 4.49 |
| 300 | CEM5 Tools/Minor Equipment Purchases | | Hand Tools | BATA Gate Helmsley York | | | | | 437.73 |
| 275 | CEM7 Maintenance/Repairs - Outbuildings/Property | | Repair Fault on Garage Door | Hobman Doors | | | | | 114.00 |
| 281 | CEM3 Chip & PIN Machine Fees & Charges | | Chip & PIN Machine Service Charges & Fees | Clover (Fiserv/First Data) | | | | | 56.73 |
| 282 | PC3 IT - Support and Services | | Office365 Architecture, Deployment, Registration | CloudyIT | | | | | 1,074.76 |
| 282 | CEM3 IT - Support & Services | | Office365 Architecture, Deployment, Registration | CloudyIT | | | | | 1,074.74 |
| 262 | PC8 SH - Cleaning/Hygiene | | Commercial Cleaning Charges | Smart Cleaning Group Limited | | | | | 594.00 |
| 283 | CEM3 Electricity | | Electricity Charges | SSE Energy Solutions | | | | | 89.27 |
| 298 | PC3 Prepaid Card Service Charges (Expend) | | Monthly Subscription Payment | Expend Limited | | | | | 11.99 |
| 298 | CEM3 Prepaid Card Service Charges (Expend) | | Monthly Subscription Payment | Expend Limited | | | | | 11.99 |
| 284 | PC8 SH - Electricity | | Electricity Charges | SSE Energy Solutions | | | | | 132.62 |
| 287 | EM CEM On Cost - Cemetery | | Monthly HMRC Payment | HM Revenue & Customs | | | | | 6,307.82 |
| 293 | PC3 Travel | | Taxis to and from PC Meeting for Clerk | Drive Taxis | | | | | 13.40 |
| 293 | PC3 Travel | | Taxis to and from PC Meeting for Clerk | Drive Taxis | | | | | 12.60 |
| 288 | EM CEM Gross Pay - Cemetery | | Net Salaries | All Employees | | | | | 11,154.62 |
| 279 | TNCY1 Tenancy - Letting Agent Management Fees | | Cemetery Lodge Apartment Rent Guarantee Fee | Martin & Co | | | | | 31.20 |
| 280 | TNCY1 Tenancy - Letting Agent Management Fees | | Property Management Fee | Martin & Co | | | | | 78.84 |
| 291 | CEM3 Bank Service & Handling Charges | | Manual Credit - Handling Charge | Unity Trust Bank | | | | | 3.60 |
| 289 | CEM3 Business Rates | | Business Rates Monthly Payment | City of York Council | | | | | 918.00 |
| 292 | CEM3 Bank Service & Handling Charges | | Bank Service Charges | Unity Trust Bank | | | | | 45.00 |
| 290 | CEM3 Telephone/Broadband | | Broadband and Phone Payment | TalkTalk Business | | | | | 39.50 |
| 299 | PC3 IT - Support and Services | | Monthly Subscription Payment | Microsoft Ireland Operations Ltd | | | | | 24.72 |
| 294 | CEM5 Machinery - Servicing/Repairs/Components | | Cemetery Vehicle Repairs | Euro Car Parts | | | | | 37.99 |
| 295 | PC3 Telephone & Broadband | | Mobile Phone Charges- Clerk | GiffGaff Ltd | | | | | 6.00 |
| 285 | CEM3 Gas | | Gas Charges | SSE Energy Solutions | | | | | 194.05 |
| 286 | PC8 SH - Gas | | Gas Charges | SSE Energy Solutions | | | | | 538.98 |
| 301 | PC3 Training & Training Resources - Councillors | | Webinar Training Charges | Yorkshire Local Councils Association | | | | | 33.40 |
| 302 | CEM5 Machinery - New | | Sub Pump and Accessories | Elcoks Ltd | | | | | 177.18 |
| 303 | PCS Open Spaces Tree Survey & Works | | Tree Survey | Richard Lancaster Landscape Architect | | | | | 550.00 |
| 303 | CEM4 Tree Trimming/Felling | | Tree Survey | Richard Lancaster Landscape Architect | | | | | 450.00 |
| | | | Created by  | | | | | Total | 56,395.05 |

b. To note the receipts presented;

The following receipts received since the last meeting were noted:

| | | |
|--|--|------------------|
| Fulford Parish Council | | |
| Summary of Receipts | | |
| All Cost Centres and Codes (Between 29/11/2023 and 31/03/2024) | | |
| CEM1 Cemetery Income | | |
| | | Receipts |
| Code | Title | Actual |
| 6001 | CEM1 Cemetery Fees - Burial Rights Purchases | 2,393.00 |
| 6002 | CEM1 Cemetery Fees - Interments | 8,189.00 |
| 6005 | CEM1 Cemetery Fees - Grave Maintenance (Upkeeps) | 35.00 |
| 6006 | CEM1 Cemetery Fees - Memorials | 1,337.00 |
| SUB TOTAL | | 11,954.00 |
| PC1 Parish Council Income | | |
| | | Receipts |
| Code | Title | Actual |
| 1013 | PC1 Rents - Air Rifle Club | 50.00 |
| 1015 | PC1 Playing Field Maintenance Contributions | 450.00 |
| 1016 | PC1 Rents - Social Hall | 270.25 |
| SUB TOTAL | | 770.25 |
| TNCY1 Parish Council Tenancy Account | | |
| | | Receipts |
| Code | Title | Actual |
| 3702 | TNCY1 Tenancy - Income Gain to Repay Reserves | 1,460.00 |
| SUB TOTAL | | 1,460.00 |
| Summary | | |
| NET TOTAL | | 14,184.25 |
| V.A.T. | | 7.00 |
| GROSS TOTAL | | 14,191.25 |
| Created by  Scribe | | |

c. To approve the bank reconciliation;

It was RESOLVED to approve the bank reconciliation dated 11 January 2024.

d. To note the statement of reserves.

The statement of reserves dated 11 January 2024 was noted.

23185. To consider the draft budget for 2024/2025 and decide on any necessary action.

Following consideration of the draft budget and options ranging from 2% to 12% increase in precept value, it was RESOLVED to set the Budget for 2024/2025 set out at Appendix 2 representing under a 5% increase in the precept with a £1.86 increase for Band D over the year.

23186. To consider and set the Precept for 2024/2025.

It was RESOLVED to set the Precept for 2024/2025 at £45,746.00 representing a figure of £48,044 including the CTS Support Grant of £2,298.00

23187. 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) 23/02327/TCA - Fell 1 no. (leaning) Scots Pine in rear garden - tree in a conservation area. St Oswalds Gate House 13 Main Street Fulford York YO10 4HJ.**

It was RESOLVED that there were no objections.

- ii) 23/02183/FUL - Single storey side/rear extensions and erection of garage to rear following demolition of existing outbuilding and detached garage. Elmfields 142 Main Street Fulford York YO10 4PS.**

It was RESOLVED that there were no objections to the principle of the development but to provide comments set out in a circulated draft letter.

- iii) 23/02284/FUL - Retention of use of temporary modular building for a further period of 24 to 36 months. Fulford School Fulfordgate York YO10 4F.**

It was RESOLVED that there were no objections.

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 RESOLVED that it was a regrettable and frustrating situation, but it was agreed that no further action would be beneficial.

- 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 will be considered by Planning Committee B on 17 January with a recommendation to approve. Cllr. Ravilious intended to send a written statement opposing the application (see Item 23182). It was noted that Cllr. Urmston had sent two personal objections relating to the inadequate bat surveys. It was noted that the Drainage Strategy had been discussed by the Planning working group and it was found to be based on an outdated plan submitted for the previous application, since when the layout has changed several times. It was also noted that the flood risk officer had not provided a response to indicate whether the strategy was acceptable. It was noted that Cllr. Urmston had registered to speak at the meeting and will mention drainage as well as heritage and access issues and ecology if there is time.

- 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**

It was noted that the Consent Order had been issued by the Court on 11 January and costs should therefore be paid to the Parish Council in due course.

- iv) 23/00283/FUL Fulford Flood Alleviation Scheme Pt Fulford Ings and Pt Playing Fields Selby Road York 22/02437/FUL.**

It was noted that the application was to be considered by Planning Committee B on 17th January with a recommendation to approve and that Cllr. Ravilious intended to send a written statement to the Committee relating to the application (see Item 23182). It was further noted that the proposals will cause damage to ecology and Fulford's heritage, but the committee will need to decide whether the public benefits are sufficient to outweigh the harm in order to justify granting permission. It was noted that Cllr. Vever had registered to speak at the meeting in support of the application's objectives and will be available to answer any questions on flooding etc. He may also highlight the recreational value of the area of land to be lost as public open space and the potential loss of the Ash tree on the Parish Council's field.

c. To note the LPA decided applications (<https://planningaccess.york.gov.uk/online-applications/>)

The following LPA decisions were noted.

23/01362/CPD | Certificate of lawfulness for proposed development of double detached garage, two storey rear extensions, single storey side extension, hip to gable roof extensions and rear dormers | Kanoni 138 Heslington Lane York YO10 5ND – LPA Granted

23/01827/FUL | Single storey side/rear extension following demolition of detached garage | 108 Cherry Wood Crescent York YO19 4QN – LPA Householder Approval

23/01944/FUL | Double patio doors with a Juliet balcony to first floor side elevation | 45 Ewden Street York YO19 4AU – LPA Householder Approval

23/02105/FUL | Single storey side extension, veranda to side and porch to front | 32 Key Way York YO19 4QS – LPA Householder Approval

23188. To receive and consider an update on matters pertaining to the Germany Beck Liaison Advisory Committee (LAC).

It was noted that there was no update.

23189. To receive and consider any update on the Local Plan Examination (Phase 1) and decide on any necessary action.

It was noted that the Inspectors have requested a further hearing regarding the assessment of policy relating to travellers and this will delay the adoption of the Local Plan.

23190. To receive and consider a report from the Cemetery working group and decide on any necessary action.

It was RESOLVED to approve a request for pre-purchased grave relinquishment and refund the purchase price less the administration fee.

23191. To receive and consider any update on the Cemetery Lodge Apartment maintenance and decide on any necessary action.

It was RESOLVED to approve the quote from the letting agent contractors for Aquaboard panels to the bathroom to replace the tiles to remedy leak issues.

23192. To receive and consider a report from the Open Spaces working group and decide on any necessary action to include:

a. Allotments to include:

i) Consideration of rent increase;

It was RESOLVED to set the rates as follows for 2024-2025

| | Full plot | Half- plot | Non-Fulford Residents | Half- plot |
|------|-----------|------------|-----------------------|------------|
| 2024 | £45 | £23 | £60 | £30 |

It was further agreed to work towards exploring the viability of the introduction of some system for alternative/additional rates where appropriate, for possible discussion at the allotments meeting.

ii) Bee Keeping /Community Garden

It was noted that one hive was still in use at the allotments. It was RESOLVED to contact Yorkshire Beekeeping to see if anyone in the area is looking for a space for hives and to advertise availability on Facebook again. It was agreed that if there was no new interest, the space allocated to the hives could be reduced.

b. Fordlands Road;

Not discussed at the working group except regarding the play equipment item below.

c. Parish Field School Lane to include:

i) Land Transfer

No update as there had been no meeting of the Germany Beck LAC.

ii) Replacement Sports Pavilion

Councillors had received a design statement and proposed plans for a new two-storey replacement of the existing single-storey pavilion on the Parish Field from the Sports Club. It was noted that no previous indication of a two-storey building had been received by the Parish Council so further consideration would be required, and residents' opinions and legal advice may need to be sought before any decision could be taken on the prospect of an upper level with viewing platforms.

It was RESOLVED to invite Graham Souter from the Sports Club to the next Parish Council meeting for the proposals to be discussed and to update Paul Forrest.

iii) Consideration of information relating to the Sport England Grant and deciding on any necessary action;

It was noted that one quote for pitch drainage improvements had been forwarded from the Football Club and 3 further quotes had been sought by the Clerk for consideration for application of the Sport England Grant.

iv) Consideration of any update to the groundworks;

It was noted that weather conditions have prevented commencement of the work. The contractor is monitoring the conditions and will let us know when it becomes possible for the works to begin.

d. Play Equipment;

It was RESOLVED to instruct the installation of the HAGS Titan Rotator swing at Fordlands Road quoted at £13,849 including installation.

e. Village Green;

No update.

f. Street Furniture;

It was noted that a response was awaited from Highways about the benches.

g. Tree Survey.

It was noted that a resident has been invited to address the parish council in February about the Woodland Trust Ancient Tree inventory.

The Tree Surveys from Richard Lancaster had been received and initial consideration identified one tree of risk requiring attention however the tree was not on Parish owned land. It was RESOLVED to contact the landowner to make them aware of the recommendations made in the Tree Survey for the landowner to act on.

23193. To receive and consider a report from the Social Hall working group and decide on any necessary action.

It was noted as above that Phil Bixby had been instructed to proceed and would report before the next meeting.

Cllr. Clare reported that the application process for the Community Ownership Fund may require some specialist/expert input as it required a significant level of detailed evidence. It was agreed that the Social Hall working group would meet to consider the application in more detail on 6th February at 1pm.

23194. To consider any feedback from the Newsletter and decide on any necessary action.

It was noted that the newsletter had initiated three expressions of interest in the councillor vacancies and other feedback was positive.

23195. To receive and consider any update from the Fulford Climate and Ecological Emergency Working Group and decide on any necessary action.

Nothing to report.

23196. To consider any updates or information resulting from recent training webinars and decide on any necessary action.

The Clerk had circulated notes from webinars on social media and Insurance Management of Future Risks. Cllr. Vevers had forwarded notes from the YLCA Biodiversity webinar and Cllr. Koprowska reported on the webinars she had attended relating to community engagement. Cllr. Marsh had attended the York Climate Commission meeting and reported that he had been joined the Nature & Recovery Group for it (Cllr. Koprowska joined the Transport Group for Greener Cleaner Fulford).

It was noted that a draft Biodiversity Policy had been circulated and had been added to the February agenda for consideration of adoption.

23197. To consider exclusion of the press and public from the discussion of any aspect of item 23198 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 23198 by virtue of s.1(2) of the Public Bodies (Admission to Meetings) Act 1960.

23198. To receive and consider reports from the HR panel and decide on any necessary action to include consideration of timescales for recruitment of the Deputy Clerk position.

It was RESOLVED to approve the draft advertisement (subject to some agreed amendments), job description (subject to some agreed amendments), application form and updated job description for the Deputy Clerk Position. It was agreed to set the closing date for applications as 29 February 2024 with a view to holding interviews on 8th March for appointment to commence from the beginning of May.

Cllr. Walker agreed to join the HR Panel and it was RESOLVED that interviews would be conducted by Cllr. Aspden, Cllr. Walker and the Clerk.

23199. To consider and propose any items for inclusion on the agenda for the next meeting.

The following items were identified for inclusion in the February agenda.

Allotments additional/alternative rates considerations.

Communications strategy

Annual Parish Meeting

23200. Confirm date and time of next meeting.

It was noted that the next meeting of the Parish Council will be held at 19:30 on Tuesday 27 February 2024.

The Chair closed at 21:50

Signed: Chair

Appendix 1

Correspondence Received

d. General Correspondence

- i) Email from business owner relating to Cycle Stands on Main Street
- ii) Minutes from Fulford Sports Club

- iii) Email from GCF to Fulford in Bloom (contained in GCF folder)
 - iv) Emails between Fulford Football Club, Paul Forrest and FPC relating to Sport England Grant (contained in Open Spaces folder)
 - v) Planning Enforcement Appeal Notice 19/00421/NOCONS dated 7 December (contained in Planning folder)
 - vi) Police Reports for December (contained in Police Reports folder)
 - vii) 3 x expressions of interest in councillor vacancies
- e. NALC Correspondence:
- i) Chief Executive's Bulletins dated 30 November, 21 December 2023;
 - ii) Newsletters dated 29th November 2023 and 10th January 2024;
 - iii) Legal Briefing Note – Power to fund works to property relating to affairs of the church;
 - iv) Legal Topic Note 31E – Local council general powers (England) effective 26 December 2023.
- f. YLCA Correspondence:
- i) White Rose Bulletins dated 1st and 15th December 2023 and 5th January 2024.
 - ii) NALC Guidance Note & Template for new Model Contract of Employment
 - iii) North Yorkshire Climate Change Newsletter
 - iv) Training and Discussion Forums Information dated 4th – 15th January and 8th to 25th January
 - v) Law and Governance Bulletin December 2023.

Appendix 2

2024-2025 Budget Summary



Fulford
Parish Council

2024/2024 Budget Summary

| | | |
|---|--------------------|--|
| Income | 38,520.00 | <i>Total budgeted receipts (including CTB Support Grant but excluding precept and any proposed fundraising/grant applications)</i> |
| <i>80% Social Hall Renovations Total & 80% New Play Equipment Total - External Funding/Reserves/PWLB necessary?</i> | 81,840.00 | <i>Extra Funds Necessary to enable projects to be carried out in this financial year</i> |
| <i>Forecast Maximum Potential to Earmark from 2023/2024 to 2024/2025 Projects</i> | 20,822.55 | <i>To Earmark to 2024/2025 Projects (review at year end for ongoing projects)</i> |
| Expenditure | -186,928.55 | <i>Total budgeted payments (includes 20% of Social Hall Renovation & New Play Equipment in Budget)</i> |
| Balance = Total Precept | -45,746.00 | <i>(excluding CTB Support Grant)</i> |

A breakdown of the Budget by cost code can be found at [Budgeting \(fulfordparishcouncil.org.uk\)](http://fulfordparishcouncil.org.uk/Budgeting)