



Fulford

Parish Council

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Minutes of the Meeting of Fulford Parish Council held at 19:30 on Tuesday 9th April 2024 in The Old Library, Fulford Social Hall, School Lane, Fulford, York.

Present: Cllr. Juliet Koprowska (Chair); Cllr. Simon Marsh (Vice-Chair); Cllr. Vivienne Clare; Cllr. Mary Urmston; Cllr. Andrew Vevers; Cllr. Geof Walker; Ward Councillor, Kate Ravilious and the Clerk.

23236. Chair's welcome.

The Chair welcomed all present to the meeting.

23237. To receive apologies and approve reasons for absence.

There were no apologies for absence and therefore no requests for approval of reasons for absence.

23238. To receive any declarations of interest.

Cllr. Walker declared a non-pecuniary interest in Item 23247.a.i.

23239. To receive and approve the Minutes of the Meeting of the Parish Council held on 27 February 2024.
It was **RESOLVED** to approve the Minutes of the Meeting of the Parish Council held on 27 February 2024 as a true record of the meeting.

23240. To receive and consider Parishioners' Questions:

a. Germany Beck green spaces question

It was **noted** that the Clerk had responded to the resident by email, outlining the Parish Council's role within the Germany Beck Liaison Advisory Committee, providing contact information for Germany Beck resident requests to join the Committee and providing information on recent Committee agenda items relating to replacement trees and landscaping. Cllr. Ravilious reported that she had approached Persimmon Homes with offers of assistance from St Nicks and Treemendous York and seeking an update on the School Lane entrance remedial works and replacement hedge. A reply had not yet been received but would be followed up.

It was **RESOLVED** to write to Persimmon Homes to explain the residents' concerns and update the resident.

b. Cross Lane potholes question

It was **noted** that an allotments tenant had raised concerns about potholes along Cross Lane which is a private road. It was noted that the residents of Cross Lane are the "frontagers" and are therefore responsible for maintenance and repairs to the road and that section 230 of the 1980 Act empowers the 'street works authority' (i.e. the local authority) to order the frontagers to repair an unadopted or private road if said repairs are needed to "obviate danger to traffic" should that be necessary. Councillors reported that since the issue had been mentioned, some of the potholes had been filled and that the frontagers filled them quite regularly but that as with many roads at present, the holes reappear quickly. It was **RESOLVED** to email the allotments tenant with an update on the situation.

23241. To note the correspondence received at Appendix 1 and decide if any action is necessary.


Chair's Initials

The following correspondence was **noted** and considered further where minuted.

a. General Correspondence

- i) Charity Bank email with changes to terms and conditions;
- ii) Battle of Fulford Dig and Events Request email;

It was **RESOLVED** to grant permission for the requested dig on the basis that the City Archaeologist's requests are complied with, and permission was granted for use of the Fordlands Road playing field for the events planned for September. It was agreed that it would not be appropriate to approve the request for the Parish Council to coordinate stakeholders in connection with the planning application for the pumping station as this would be within control of the City Council.

- iii) Fulford Ings sewage issue emails;
- iv) HMRC Spring Budget Update – National Insurance
- v) Resident email re Woodland Trust and Ancient Trees

It was **RESOLVED** to consider the importance of Ancient and Veteran Trees in planning application consultations. Cllr. Ravilious and parish councillors expressed willingness to help recruit and coordinate volunteers to liaise with the City Council Trees Officer to survey the parish with particular attention to the areas of the parish outside of the Conservation Area, to locate and register any relevant trees with the Woodland Trust. **ACTION:** It was agreed that Cllr. Koprowska and Cllr. Marsh would coordinate with the Greener Cleaner Fulford group and agree a date for an initial meeting which the Parish Council could publicise using the website and Facebook page.

- vi) Ward Councillor Email re Community Energy Fund application process

It was **noted** that whilst this fund may not be applicable to the current plans for the Social Hall, it may be appropriate for future plans and would be available again at a future date.

- vii) York Jubilee ARPC email re Social Hall renovations
- viii) Gallaghers Community Events Guide

b. NALC Correspondence:

- i) Chief Executive's Bulletins dated 29 February; 7th, 14th, 21st & 28th March and 4 April.
- ii) Newsletters dated 6th, 20th & 27th March.

c. YLCA Correspondence:

- i) Information Request Vacancies Bulletin;
- ii) Chris Moses council news February 2024;

It was **noted** that the Clerk had prepared a Sexual Harassment policy for consideration at Item 23246.b inline with the advice in this correspondence.

- iii) CYC Publication of PC Minutes & Agenda email;
- iv) Law & Governance Bulletin 6 March 2024;
- v) LTN87 Procurement revised January 2024;
- vi) White Rose Bulletins dated 1st, 15th & 28th March;
- vii) Training & Discussion Forums between 5 and 28th March;
- viii) Village Community Halls – A net-zero design guide.

23242. To receive and consider any report from the Ward Councillor and decide on any necessary action.

Fulford Ings: Cllr. Ravilious reported that she had met with Yorkshire Water, Natural England, St Nicks, the University Rowing Club and Parish Councillors at the Ings. Yorkshire Water provided information on the connectivity of the manhole and planned works including soil analysis to inform where remediation should be carried out. Yorkshire Water agreed to draw up a longer-term restoration plan with Natural England including removal of the contaminated soil and replanting in the area. Cllr. Ravilious raised the lack of public health mitigations with Yorkshire Water, and she is now the named contact for case management purposes to provide a central feedback coordination point and she will continue to keep the pressure on to resolve the issue.

Councillors **noted** that a grit bin had been carried down the river from the rowing club and the rowing club had been informed. Councillors further noted that several tree trunks on the lngs near the approach from Halfpenny Lane and they had been earmarked for removal.

Cllr. Walker queried whether the sandbags near the Fordlands Road playing field would be removed shortly and Cllr. Ravilious promised to follow that up.

Germany Beck & S.106 Recreation Payment: Cllr. Ravilious reported that Persimmon Homes have confirmed that the construction works are due to continue for a further 4 years and the next phase of s.106 funding has been released. She has requested a full breakdown of the s.106 spending to date from CYC officers and will provide the Parish Council with it when it is available.

A representative from Make Space for Girls will be meeting with CYC officers to coordinate a focus group with young people to supplement the feedback from the existing public consultation for use of the s.106 recreational payment in the parish. Councillors welcomed the opportunity for involvement in this mini-consultation and agreed that listening to different voices to broaden the scope of the conversation would also be beneficial and options for more accessible facilities should also be considered. Councillors also commented that the consultation could extend to use of the Social Hall as well as the open spaces.

Councillors queried the equity of the school's receipt of additional s.106 funding for the new astroturf in addition to the £1 million already received for the sports hall in terms of benefit and recreational value to the Fulford community.

Pumping Station: Appointment of a replacement flood manager is being pressed for by Cllr. Ravilious due to the necessity of the role for Fulford and for the City as a whole.

Ward Funding: The funding is likely to be similar to 2023/2024 and Cllr. Ravilious encouraged councillors to consider projects that would benefit from ward funding. A Ward meeting to receive applications will be arranged in the near future. Funding for multisport activities during school holidays in Fishergate Ward and Fulford & Heslington Ward will continue to be funded.

Local Plan: It was **noted** that the outcome of the Gypsy and Traveller Trust hearing will either be due back on 10th April or will have to wait until after the Mayoral elections.

Eastward Avenue: Cllr. Ravilious had received an increasing number of reports of problems with excessive parking for the school along Eastward Avenue, especially by Sixth Form students. The excessive parking has led to prevention of access to the refuse lorries and therefore waste collections being missed. Cllr. Ravilious reported that she will be meeting with a representative from the school to look at their travel plan and to ask that their message be stronger to deter use of cars. Leaflets relating to residents' parking zones will also go out to residents in the vicinity. It was agreed that it had become a perennial problem that would be unlikely to improve without the introduction of some parking restrictions.

Car Clubs and Car Share Plans for the City: Investigations are underway to explore the viability of the implementation of car clubs/share plans for the City to reduce the number of cars being used overall. It was **noted** that much of the correspondence received by the Ward Councillor relates to parking or traffic issues.

Barriers at Pedestrian and cycling paved areas: A phased programme of removal of barriers has begun in compliance with the Equality Act to improve accessibility. The Council is taking part in a study led by the University of Westminster and will be monitoring a number of barrier locations to monitor for any change in use of anti-social behaviour.

Accident at the Bay Horse resulting in injury to pedestrian: Cllr. Ravilious reported that she has asked safety officers to carry out a survey of the area to prevent similar future incidents.

Public Realm: It was **noted** that the grass cutting season may be delayed due to wet ground conditions. Over the year, 2 weed sprays will be carried out and 6 grass cuts on verges. Cllr. Ravilious reminded the parish council that any areas wanting to make their own arrangements to manage weeds could contact her to opt out of the weed spraying.

Green Wheelie Bins: Councillors queried the situation with the green wheelie bins. Cllr. Ravilious reported that an IT system was being created for the new scheme with the green bins and the current aim is for it to be operational later this summer. All residents will receive a leaflet confirming how the payment scheme will work and providing instructions for what to do. In the meantime, green bin collections will continue as before.

23243. To receive and consider any report from the Police and decide on any necessary action.
It was **noted** that no reports have been received.

23244. To approve any decisions taken using delegated powers listed at Appendix 2.

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

- a. Decision taken 19 March 2024: It is **RESOLVED** that there are no objections to the following applications:
 - i) 4/00376/FUL – Single storey front extension. 5 Atcherley Close York YO10 4QF;
 - ii) 24/00144/FUL – Single storey side extension with roof terrace to first floor side elevation and erection of new boundary wall following demolition of existing wall. 45 Ewden Street York YO19.
- b. Decision taken 27 March 2024: It is **RESOLVED** to award the grant of £950 to St Oswald's Church in respect of its application towards the cost of a new access ramp.

23245. To consider the following financial matters and decide on any necessary action:

- a. **To approve the payments presented for authorisation;**

It was **RESOLVED** to cancel renewal of the Zoom subscription for 2024/2025. It was further **RESOLVED** to approve the following payments and agreed that two councillors would log into the Unity Trust account to authorise the online payments:

Fulford Parish Council York

PAYMENTS LIST

9 April 2024 (2024-

Voucher	Code	Date	Description	Supplier	Net
351	PC8 SH – Electricity	29/02/2024	Electricity Charges	SSE Energy Solutions	116.64
350	CEM3 Electricity	29/02/2024	Electricity Charges	SSE Energy Solutions	115.94
342	EM CEM Gross Pay – Cemetery	29/02/2024	Net Salaries	All Employees	10,696.18
341	EM CEM On Cost – Cemetery	29/02/2024	Monthly NYPF Payment	North Yorkshire Pension Fund	3,493.48
360	EM PC Home Working	29/02/2024	Home Working Allowance	Clerk	26.00
361	PC8 SH – Broadband	04/03/2024	Broadband and Phone	York Data Services	42.00
363	PC8 SH – Electricity	04/03/2024	Electricity Charges	SSE Energy Solutions	137.84
362	CEM3 Electricity	04/03/2024	Electricity Charges	SSE Energy Solutions	74.81
368	PC8 SH – Cleaning/Hygiene	05/03/2024	Broom for Social Hall	Amazon	18.99
364	TNCY1 Tenancy – Letting	05/03/2024	Cemetery Lodge Apartment	Martin & Co	31.20
365	TNCY1 Tenancy – Letting	05/03/2024	Property Management Fee	Martin & Co	78.84
349	PC3 Postage	06/03/2024	Dustpan & Brush, Cables & Batteries for Projector at	Amazon	4.98
348	PC3 Tools, Equipment & H&S	06/03/2024	Batteries for Projector at	Amazon	2.80
349	PC3 Tools, Equipment & H&S	06/03/2024	Dustpan & Brush, Cables & Dustpan & Brush, Cables &	Amazon	14.99
349	PC8 SH – Cleaning/Hygiene	06/03/2024	Dustpan & Brush, Cables &	Amazon	24.99
353	PC8 SH – Gas	06/03/2024	Gas Charges	SSE Energy Solutions	412.18
352	CEM3 Gas	06/03/2024	Gas Charges	SSE Energy Solutions	102.51
366	CEM3 Telephone/Broadband	06/03/2024	Broadband and Phone	TalkTalk Business	39.50
345	PC3 IT – Website & Email	07/03/2024	Website, Domain Names &	Designation Ltd	344.40
355	PC8 SH – Gas	07/03/2024	Gas Charges	SSE Energy Solutions	554.14
347	TNCY1 Tenancy – Property	07/03/2024	Supply & install wall panels in	Hartley Plumbing & Heating	660.00
354	CEM3 Gas	07/03/2024	Gas Charges	SSE Energy Solutions	219.25
345	CEM3 IT – Website & Email	07/03/2024	Website, Domain Names &	Designation Ltd	55.20
346	PCS Allotments Maintenance &	08/03/2024	Reimburse Expenses –	Cllr. Vevers	12.30
369	CEM3 IT – Equipment &	10/03/2024	Sandisk 256GB Flash Drive	Amazon	24.97
374	PC3 Stationery & Ink	13/03/2024	Monthly Subscription	HP Instant Ink	6.49
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367	CEM5 Fuel	13/03/2024	Cemetery Vehicles Fuel	Fuel Genie	205.00
359	CEM3 Chip & PIN Machine	14/03/2024	Chip & PIN Machine Service	Clover (Fiserv/First Data)	39.97
372	PC3 IT – Support and Services	20/03/2024	Monthly Subscription	Microsoft Ireland Operations	24.72
371	PC3 Telephone & Broadband	20/03/2024	Mobile Phone Charges- Clerk	GiffGaff Ltd	6.00
356	CEM3 Stationery/Ink/Registers	20/03/2024	Cleaning & Stationery	Viking	85.26
356	CEM3 Delivery Charges &	20/03/2024	Cleaning & Stationery	Viking	4.74
357	CEM5 Machinery –	20/03/2024	Repair Agri Loose Wheel	Tech Tyres Ltd	46.80
356	CEM7 Cleaning Materials	20/03/2024	Cleaning & Stationery	Viking	31.96
340	EM CEM On Cost – Cemetery	20/03/2024	Monthly HMRC Payment	HM Revenue & Customs	3,484.73
377	PC5 School Ln – Sport England	26/03/2024	Parish Field Sports Pitch	Chappelow Sports Turf Ltd	18,612.00
384	PC3 Prepaid Card Service	27/03/2024	Monthly Subscription	Expend Limited	11.99
384	CEM3 Prepaid Card Service	27/03/2024	Monthly Subscription	Expend Limited	11.99
378	PC4 Community Grants	28/03/2024	Community Grant towards	St Oswald's Church	950.00
380	PC8 SH – Electricity	28/03/2024	Electricity Charges	SSE Energy Solutions	129.53
379	CEM3 Electricity	28/03/2024	Electricity Charges	SSE Energy Solutions	69.96
381	CEM3 Bank Service & Handling	28/03/2024	Manual Credit – Handling	Unity Trust Bank	0.30
382	CEM3 Bank Service & Handling	28/03/2024	Bank Service Charges	Unity Trust Bank	42.45
358	EM CEM Gross Pay – Cemetery	28/03/2024	Net Salaries	All Employees	11,106.06
376	EM CEM On Cost – Cemetery	28/03/2024	Monthly NYPF Payment	North Yorkshire Pension Fund	3,594.69
383	EM PC Home Working	28/03/2024	Home Working Allowance	Clerk	26.00
2	PC8 SH – Broadband	02/04/2024	Broadband Monthly Charge	York Data Services	42.00
1	PC8 SH – Cleaning/Hygiene	02/04/2024	Contract Cleaning	Smart Cleaning Group Limited	495.00
3	CEM3 Business Rates	02/04/2024	Business Rates	City of York Council	1,063.75
5	PC8 SH – Gas	04/04/2024	Gas	SSE Energy Solutions	519.65
9	TNCY1 Tenancy – Letting	04/04/2024	Apartment Rent Guarantee	Martin & Co	31.20
9	TNCY1 Tenancy – Letting	04/04/2024	Apartment Rent Guarantee	Martin & Co	78.84
6	CEM3 Telephone/Broadband	04/04/2024	Broadband and Telephone	TalkTalk Business	43.19
4	CEM3 Gas	04/04/2024	Gas	SSE Energy Solutions	176.58
10	PC3 IT – Support, Website &	07/04/2024	Monthly Fee	Microsoft Ireland Operations	12.36
10	CEM3 IT – Support & Services	07/04/2024	Monthly Fee	Microsoft Ireland Operations	10.30

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11	PC3 Telephone & Broadband	08/04/2024	Monthly Fee	GiffGaff Ltd	5.00
8	PC3 Subscriptions (Professional	10/04/2024	Annual Subscription	Yorkshire Local Councils	408.00
7	CEM3 IT – Support & Services	10/04/2024	Annual Subscription	Starboard Systems Ltd t/a	846.72
8	CEM3 Subscriptions	10/04/2024	Annual Subscription	Yorkshire Local Councils	408.00
Total					59,935.36

b. To note the receipts presented;

The following summary of receipts was noted:

Fulford Parish Council York

9 April 2024

Summary of Receipts and Payments

All Cost Centres and Codes (Between 27/02/2024 and 09/04/2024)

CEM1 Cemetery Income

Code	Title	Actual
1001	CEM1 CoYC Annual Cemetery Agreement Contribution	4923.11
6001	CEM1 Cemetery Fees – Burial Rights Purchases	3,729.00
6002	CEM1 Cemetery Fees – Interments	9,697.00
6003	CEM1 Cemetery Fees – Memorial Seats Installation	
6004	CEM1 Cemetery Fees – Other	
6005	CEM1 Cemetery Fees – Grave Maintenance (Upkeeps)	
6006	CEM1 Cemetery Fees – Memorials	1,032.00
6007	CEM1 Cemetery – CoYC Grants (Non-Ward)	
6008	CEM1 Cemetery – CoYC Ward Grants	
6009	CEM1 Cemetery – Donations	
6010	CEM1 Cemetery – Interest on Capital	
6011	CEM1 Cemetery – Military Grave Maintenance (CWGC)	3840.00
6012	CEM1 Cemetery – Other Income	
6013	CEM1 Cemetery – PWLB Loan Repayments from CoYC	
SUB TOTAL		14,458.00

PC1 Parish Council Income

Code	Title	Actual
1002	PC1 CoYC CTB Support Grant	
1003	PC1 CoYC Double Taxation	28158.90
1004	PC1 CoYC Precept	
1005	PC1 CoYC s.106 Income	
1006	PC1 Fundraising Projects	
1007	PC1 Grants – CoYC (Excl. Ward & CTB)	
1008	PC1 Grants – Other	
1009	PC1 Grants – Ward Grants	
1010	RESCAP1 Other Income – Interest on Capital	1092.54
1011	PC1 Other Income – Northern Electric Wayleave	
1012	PC1 Other Income – Sundry Receipts	
1013	PC1 Rents – Air Rifle Club	
1014	PC1 Rents – Allotments	285.00
1015	PC1 Playing Field Maintenance Contributions	
1016	PC1 Rents – Social Hall	1,613.50
SUB TOTAL		31,149.94

TNCY1 Parish Council Tenancy Account

Code	Title	Actual
3701	TNCY1 Tenancy – Contingency	
3702	TNCY1 Tenancy – Income Gain to Repay Reserves	730.00
3703	TNCY1 Tenancy – Letting Agent Management Fees	
3704	TNCY1 Tenancy – Property Maintenance Charges	
SUB TOTAL		730.00
		46337.94

c. **To approve the bank reconciliation for the year ending 31 March 2024**

It was **RESOLVED** to approve the Bank Reconciliation for the year ending 31 March 2024

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

The Net Position including the statement of reserves was **noted**.

e. **To note the budget summary report for the year ending 31 March 2024 including earmarked reserves;**

The budget summary report for the year ending 31 March 2024 including earmarked reserves were included in the report **noted** at Item 23245.d above.

f. **To consider arrangements for payment of salaries by standing order.**

It was **RESOLVED** to pay salaries by Standing Order.

23246. To consider the following governance matters and decide on any necessary action:

a. **To note the correspondence received from PKF Littlejohn LLP with AGAR Instructions;**

It was **noted** that the Clerk would follow the instructions received in the course of preparations of the AGAR in time to submit it to the internal auditor by the 22nd April.

b. **To consider any draft and updated policies for adoption.**

A draft Sexual Harassment Policy was considered, and it was **RESOLVED** to defer a decision pending further review of some of the text for a decision at the next meeting.

23247. To consider a report of planning applications and questions considered by the Planning Working Group and decide on any further action:

It was **RESOLVED** to approve the following recommendations of the Planning Working Group:

a. **New applications:**

i) **24/00070/FUL | Erection of a granny annex to rear | 19 Fordlands Crescent York YO19 4QQ;**

General comment:

- No objections to the principle of a granny annex provided that a robust condition is imposed requiring the use of the annexe to remain ancillary to the host dwelling – in order to prevent letting or sale in the future;
- Given the access constraints (and the concerns of neighbours to the rear), a construction management plan might be considered.

ii) **24/00305/NONMAT| Non-material amendment to permitted application 23/02105/FUL to add a render finish to front porch and timber pergola to be replaced with steel verandah structure with glazed roof | 32 Key Way York YO19 4QS;**

No objections.

iii) **24/00446/TCNOT | Installation of a 12m pole for the mounting of LoRaWAN gateway equipment under permitted development rights | STREET RECORD The Old Orchard York;**

It was **noted** that the application was approved by the LPA on 4th April.

- iv) **24/00457/TCNOT | Notification under section 5 of The Electronic Communications Code (Conditions and Restrictions) Regulations 2003 for the following equipment; removal of the existing 12.5m Elara SW pole, installation of 20m Orion SW pole with 6no. antennas, 3no. RRUs and 2no. dishes. Removal of 3no. equipment cabinets, installation of 2no. replacement cabinets | Telecommunications Mast O2 Naburn Lane Fulford York;**

It was noted that there were no documents online at the date of the meeting.

- v) **24/00478/TCA | 20% reduction of 1no. Beech – tree protected by Tree Preservation Order 15 | Delwood Croft Fenwicks Lane York YO10 4PL.**

No objections.

b. Ongoing applications:

It was **RESOLVED** to defer consideration of Items 23247.b.i) and 23247.b.ii) to the end of the meeting but they are recorded here for the purposes of the minutes.

- i) ***To consider exclusion of the press and public from the discussion of any aspect of item 23247.b.ii) 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 23247.b.ii) by virtue of s.1(2) of the Public Bodies (Admission to Meetings) Act 1960.

- 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 (Approved by planning committee but decision notice awaited).**

It was noted that the application had been approved by the LPA. Following consideration of possible grounds, it was **RESOLVED** to instruct David Walton to prepare a letter before action and a further £1,000 was allocated towards legal costs.

- iii) **23/02384/FUL - Construction of a 3G Artificial Grass Pitch with perimeter fencing, acoustic fencing, hardstanding areas, storage container, floodlights, an access footpath, and a modular building. Fulford School Fulfordgate York YO10 4FY.**

No update.

c. Appeals:

- i) **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.**

No update.

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

19/02248/FUL - Erection of 4no. detached dwellings with associated access, parking and landscaping. 40 Fordlands Road York YO19 4QG – Refused.

23/02035/FUL - Single storey rear extension and first floor balcony to rear Lodge Farm Cross Lane York YO19 4RA40 Fordlands Road York YO19 4QG – Refused.

23/01654/FUL - Single storey rear extension. 15 Whitting Close York YO19 4AF – Refused.

23/02284/FUL - Fulford School Fulfordgate York YO10 4FY Retention of use of temporary modular building for a further period of 24 to 36 months – Approved.

23/00427/FUL -Two and single storey rear extensions, single storey side extension and raised ridge height following demolition of existing garage and side/rear extensions. Kanoni 138 Heslington Lane York YO10 5ND – Approved.

23248. To receive and consider any update on matters pertaining to the Germany Beck Liaison Advisory Committee (LAC).

It was **noted** that there had been a meeting of the LAC on 11th March and the minutes would be circulated shortly before the next meeting which is scheduled for 24th June. Cllr. Koprowska reported that the damaged trees had been discussed and that the resident representative had been active in gathering views from the other residents which was both helpful and encouraging. It was **noted** that Budgens were preparing to open in the retail unit in May at which time the nearby playground is also scheduled to open.

23249. To receive and consider any update on the Local Plan Examination (Phase 1) and decide on any necessary action.

It was **noted** that CYC has made the recordings relating to the phase 5 Hearing held on Wednesday 6 March and updates are available at [New Local Plan Examination – City of York Council](#)

Cllr. Ravilious left the meeting.

23250. To receive and consider a report from the Cemetery working group and decide on any necessary action.

It was **noted** that the year-end accounts were being prepared but it appeared likely that the Cemetery accounts would be in deficit in 2023/2024. The income had been affected by a reduction in the number of burials over the year and the value of the likely deficit is equivalent to the difference between the projected pay increase included in the budget and the actual pay award made in November 2023, despite a reduction in other expenditure throughout the year to counter the reduced income.

23251. To receive and consider a report from the Open Spaces working group and decide on any necessary action to include:

a. Biodiversity Policy;

Deferred

b. Tree Survey;

Deferred

c. Allotments;

- i) It was **noted** that a tenant had emailed with a query about the gate and chippings. It was noted that the wood chippings had been relocated adjacent to the allotments for tenants to access them and the issue with the bolt on the gate had been resolved. It was agreed that the tenant should be updated.
- ii) It was **noted** that a tenant had been in touch to object to the rent increase but not raised specific reasons behind their objection. It was agreed that Cllr. Vevers would speak with the tenant to gain an understanding of their expectations.

- iii) It was **RESOLVED** to approve the implementation of a concessionary rate of 50% to the annual rent, available for those tenants in receipt of means tested benefits, provided evidence of eligibility for those benefits is produced to the Cemetery Office either in person or by email annually.
- iv) Tenant's agreement and document control.
Deferred.
- v) Walk round 10/4/24 - Good Gym project.
Noted.
- vi) Skips
Deferred.
- vii) Plot numbering.
Cllr. Vevers reported that the plots have now been numbered on site.
- viii) Strimming entrance
Cllr. Vevers reported that the strimming had been done.

d. Fordlands Road;

It was **noted** that HAGS will be installing the Titan swing (with accessible seat) soon.

e. Parish Field School Lane:

It was **noted** that the groundworks under the zip-wire continue to be delayed until the ground is less saturated and the contractors updated the Clerk again on 8th April. The Clerk had posted an update to the Facebook page and the website at the beginning of the Easter school holidays to help communicate the reasons behind the delay.

i) Pavilion replacement proposals from the Sports Club;

Correspondence from the Sports Club representatives was **noted** and will be retained for consideration pending resolution of the question of the land ownership, receipt of legal advice and receipt of feedback from the additional consultations.

ii) Maintenance contract and Sport England grant update.

It was **noted** that the works have been instructed and are scheduled to start on 15th June. It was further **noted** that the invoice has been paid and the claim form had been submitted to Sport England before the end of the financial year but no response had so far been received. It was **noted** that Cllr. Vevers had requested that the excess soil from the removal of the cricket pitch be deposited on the SE corner of the field.

An email had been received from the Sports Club declaring their intention to use the field for a Beer & Music Festival on 20th July. It was **noted** that a request for permission to use the field should have been made to the Parish Council before a date had been decided by the Club. It was **RESOLVED** to approve the use of the field on condition that the Sports Club provide evidence of public liability insurance and Temporary Events Notice, that they make local residents aware of the potential disturbance, that the field is cleared of all litter and any damage repaired.

f. Play Equipment;

It was **noted** that the zip-wire at the Parish Field is still out of action pending the groundworks and the Titan swing is due for installation at Fordlands Road.

g. Village Green;

No update.

h. Street Furniture:

- i) Naburn bus shelter – it was **noted** that the Open Spaces working group will prepare a works specification to send to contractors for quotes.
- ii) Benches - Nothing further to report.
- iii) Notice board outside doctor's surgery – it was **noted** that new locks and Perspex had been fitted by Cllr. Vevers and it was further **noted** that the cost of materials would be reimbursed to him.

23252. To receive and consider a report from the Social Hall working group and decide on any necessary action to include:

a. To receive any report of the public consultation meeting held on 8 March 2024.

It was **noted** that 6 members of the public attended the public consultation, that Phil Bixby (PB) gave a very good presentation on the plans and those present seemed interested. Cllr. Koprowska mentioned her intention to liaise with one of the consultation attendees over a communications strategy for the project and one of the other attendees had expressed an interest in organising a film night at the hall.

Consideration was given to the possibility of organising events to raise awareness of the project to encourage assistance with it from the local community. Suggestions were made to hold coffee mornings, film nights and arts/craft events in the hall.

Councillors thanked Cllr. Clare for completion of the Community Ownership Fund application and its submission. It was **noted** that £50,000 had been allocated from reserves for 20% match funding to the Community Ownership Fund application to seek a maximum award of £250,000.

It was further **noted** that £14,391 remained earmarked to Phase 1 of the renovation project, the updated specification for which will need to be received from PB before potential contractors can be contacted for quotations/invited to tender to determine whether additional funding for Phase 1 will need to be raised.

b. To receive an update on the renovation plans.

It was **noted** that the meeting with PB on 13 March was helpful in ironing out a few queries and looking at the detail of the plans a little further. A revision of the specification was awaited from PB.

It was **RESOLVED** to investigate the costs involved to employ a professional grant application service to make the most of any funding opportunities.

Cllr. Vevers had proposed displaying a framed map of the Fulford boundary in the Social Hall. Cllr. Urmston suggested that CYC should be able to provide an accurate map. **ACTION:** Cllr. Vevers will investigate obtaining a map and the costs of any framing to bring the information to a future meeting.

23253. To receive and consider any update from the Fulford Climate and Ecological Emergency Working Group and decide on any necessary action.

No update.

23254. To consider any updates or information resulting from recent training webinars and decide on any necessary action.

Information from the Scribe webinars attended by the Clerk was shared with councillors.

23255. To consider exclusion of the press and public from the discussion of any aspect of item 23256 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 23256 by virtue of s.1(2) of the Public Bodies (Admission to Meetings) Act 1960.

23256. To receive and consider reports from the HR panel and decide on any necessary action to include:
a. Update from the Deputy Clerk interviews.

It was **noted** that on this occasion no appointment had been made and the role will be readvertised at a future date.

23257. To consider and propose any items for inclusion on the agenda for the next meeting.

It was **noted** that agenda items can be provided by email to the Clerk up to and including Wednesday 8th May.

23258. Confirm date and time of next meeting.

It was **noted** that the next meeting of the Parish Council is the Annual Meeting of the Parish Council scheduled for 7pm on Tuesday 14 May, which will be immediately followed by an Ordinary Meeting.

The Annual Parish Meeting will take place shortly before the Annual Parish Council Meeting, at 6.30pm on the 14 May.

It was **noted** that councillors will be asked to consider if any changes should be made to the frequency of meetings or days on which they are held.

The Chair closed the meeting at 22:07

Signed, Chair

Appendix 1

Correspondence Received

- a. General Correspondence
 - i) Charity Bank email with changes to terms and conditions;
 - ii) Battle of Fulford Dig and Events Request email;
 - iii) Fulford Ings sewage issue emails;
 - iv) HMRC Spring Budget Update – National Insurance
 - v) Resident email re Woodland Trust and Ancient Trees
 - vi) Ward Councillor Email re Community Energy Fund application process
 - vii) York Jubilee ARPC email re Social Hall renovations
 - viii) Gallaghers Community Events Guide
- b. NALC Correspondence:
 - i) Chief Executive's Bulletins dated 29 February; 7th, 14th, 21st & 28th March and 4 April.
 - ii) Newsletters dated 6th, 20th & 27th March.
- c. YLCA Correspondence:
 - i) Information Request Vacancies Bulletin;
 - ii) Chris Moses council news February 2024;
 - iii) CYC Publication of PC Minutes & Agenda email;
 - iv) Law & Governance Bulletin 6 March 2024;
 - v) LTN87 Procurement revised January 2024;
 - vi) White Rose Bulletins dated 1st, 15th & 28th March;
 - vii) Training & Discussion Forums between 5 and 28th March;
 - viii) Village Community Halls – A net-zero design guide.

Appendix 2

Delegated Powers Decisions

- c. Decision taken 19 March 2024: It is RESOLVED that there are no objections to the following applications:
 - i) 4/00376/FUL - Single storey front extension. 5 Atcherley Close York YO10 4QF;
 - ii) 24/00144/FUL - Single storey side extension with roof terrace to first floor side elevation and erection of new boundary wall following demolition of existing wall. 45 Ewden Street York YO19.
- d. Decision taken 27 March 2024: It is RESOLVED to award the grant of £950 to St Oswald's Church in respect of its application towards the cost of a new access ramp.

