



Fulford

Parish Council

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**Minutes of the Meeting of Fulford Parish Council
held at 19:30 on Wednesday 26 June 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. Geoffrey Walker; Ward Councillor Kate Ravilious and the Clerk.

24036. Chair's welcome.

The Chair welcomed all present to the meeting.

24037. To receive apologies and approve reasons for absence.

No apologies for absence were received.

24038. To receive any declarations of interest.

Cllr. Urmston declared an interest in Items 24040 and 24048.a.i).

24039. To receive and approve the Minutes of the Annual Meeting of the Parish Council held on 14 May 2024 and the Ordinary Meeting of the Parish Council held on 14 May 2024.

It was **RESOLVED** to approve the Minutes of the Annual Meeting of the Parish Council held on 14 May 2024 and the Ordinary Meeting of the Parish Council held on 14 May 2024 as a true record.

Cllr. Urmston left the room for discussion of the next item.

24040. To consider an amendment to the Minutes of the Extra-Ordinary Meeting of the Parish Council held on 1st May and decide on any necessary action.

It was **NOTED** that an error had been made in the approved minutes and it was **RESOLVED** to amend the error as proposed and to publish the amended minutes to the website.

Cllr. Urmston returned to the meeting.

24041. To receive and consider Parishioners' Questions:

a. Email re Thornton Road speeding

A parishioner's email reporting concerns relating to incidents of speeding on the Fordlands Road slip road to Thornton Road was **NOTED** along with the Clerk's response. Councillors raised similar concerns for the Germany Lane junction with the access road, issues with the left filter traffic light causing motorist confusion on Main Street and dangers for cyclists due to the lack of cycle provision around the junctions.

Cllr. Ravilious asked councillors to provide a list of the concerns for her to raise with Highways officer and explore the possibility of a safety audit.

b. Email re accessibility of new swing at Fordlands Road

The content of the email was **NOTED** along with the Clerk's responses firstly to enquire with the equipment supplier and then to provide the parishioner with the information provided by the supplier's technical director which advised that installation of a harness would introduce entrapment risks and should not therefore be fitted in a public park. It was further **NOTED** that the parishioner had replied to request that the equipment not be classified as inclusive to all abilities. The news items on the website and Facebook page state "*Inspired by fairground rides, the Titan Swing accommodates different abilities and play styles for 5-12 year olds*" and does not classify it as inclusive to all abilities. It was **RESOLVED** that the Clerk would seek advice from Dave Meigh at CYC about any policy on swing seat harness installation in public parks and enquire if any have been installed in the City.

It was **NOTED** that Cllr. Koprowska had received a query from a resident about the lack of maintenance of a pathway and would forward the details to the Clerk to report or raise with the PROW officer.

24042. To note the correspondence received at Appendix 1 and decide if any action is necessary.

The following correspondence was **NOTED** and additional action was taken where mentioned in the minutes.

c. General Correspondence

- i) Emails and Clerk's responses relating to Cemetery grounds dated 8th, 14th & 20th & 27th May; 3rd, 4th and 17th & 19th June.

It was **RESOLVED** that no further responses were required.

It was **RESOLVED** to create a poster to be displayed at the Cemetery, welcoming compliments/ positive feedback and to inform residents of the procedure to raise any other matters. It was also agreed to ask Cemetery staff to inform the Clerk when issues arise so that the Parish Council can respond to situations proactively.

- ii) Deferred Street Trading Consent Policy Consultation.
No response was deemed necessary.
- iii) Deferred CYC Taxi Licensing Policy Consultation.
No response was deemed necessary.
- iv) Email form parliamentary campaigner re Safety of Lithium Batteries, E-Bikes & Scooters.

No response was deemed necessary.

Cllr. Urmston left the room for discussion of the next item.

v) Emails with member of the public re Minute 23264b.

It was **NOTED** that the correspondent had not accepted the invitation to raise their concerns at this meeting. The Parish Council **NOTED** the concerns raised in the correspondence received.

vi) Email from member of the public to Ward Councillor re Road Safety Concerns around Fulford School.

It was **NOTED** that the Ward Councillor was in discussions with Fulford School and CYC officers, that a survey had been carried out and some good ideas had been received. It was further **NOTED** that without the introduction of double yellow lines or residential parking, the issue would be difficult to resolve.

vii) Email re Iceland site planning application & Clerk's Response.

The email and the Clerk's response were **NOTED**. No further response was deemed necessary.

viii) CYC Bus Shelter Cleaning Offer email.

It was **RESOLVED** to accept the offer. The Clerk will check the Asset Register to confirm the shelters in question.

ix) Quote received to repair bedroom wall at Cemetery Apartment.

It was **RESOLVED** to approve the quote.

x) Ward Councillor Email re Fulford Ings & Yorkshire Water.

Cllr. Ravilious was thanked by councillors for the excellent work done to expedite actions towards resolution of the issues on Fulford Ings with Yorkshire Water. Cllr. Ravilious thanked Cllr. Vevers for his input and contribution of helpful information.

d. NALC Correspondence:

i) Chief Executive's Bulletins dated 16th, 23rd & 30th May; 6th & 20th June.

ii) Newsletters dated 15th, 22nd & 29th May; 5th, 19th & 20th June.

e. YLCA Correspondence:

i) White Rose Bulletins dated 10th & 24th May.

ii) Update for future White Rose Bulletins and NEWS page of YLCA website.

It was **NOTED** that from July all news will be on the YLCA website and not sent by email.

iii) Training & Discussion Forums notifications between 29th May & 27th June; between 25th June & 10th July.

iv) Information Bulletin 14th June.

v) Information Request & Vacancies Bulletin 31st May.

vi) Training Programmes May – September and June – September.

24043.To confirm the decisions taken using delegated powers listed at Appendix 2

It was **RESOLVED** to confirm the following decision taken on 6 June 2024 using delegated powers:

It is **RESOLVED** to grant permission for access via Parish Council land at Fulford Ings to Sapphire Utility Solutions to carry out the works outlined in their email of 24 May 2024 on Fulford Ings on behalf of Yorkshire Water provided that they ensure ecological protection of the natural flora and fauna of the Village Green.

24044.To receive and consider any report from the Ward Councillor and decide on any necessary action.

Fulford School road and access issues – Cllr. Ravilious reported that a number of residents at both sides of the school had raised concerns about numbers of cars and safety concerns, parked cars and access issues as reported at Item c.x) above. It was **NOTED** that issues were often worse in the summer term. Cllr. Ravilious had completed a letter drop to residents in the immediate vicinity to garner views on residents' parking. It was **NOTED** that there was little support for residents' parking and residents felt the school should be doing more. Cllr. Ravilious has asked parking enforcement to attend more regularly.

Ward Funding – It was **NOTED** that the total budget is £5,447 and the priorities for the funding are:

- Health and wellbeing
- Tackling the cost of living crisis
- Environment and Climate Emergency
- Equality of opportunity

A small amount of ward funding has been allocated to summer holidays activities again. The activities are in association with York Knights and Make Space for Girls, more details will follow.

Fulford Ings – Cllr. Ravilious reported that the Economy, Place, Access & Transport Scrutiny Committee meeting took place on 25th June which was attended by representatives of Yorkshire Water (the meeting is available on webcast <https://youtu.be/YqPZmsg087s>). It was **NOTED** that Harvey Dowdy, Director of York University Technology, Estate and Facilities spoke eloquently about Fulford Ings and in particular about the difficulties experienced in communicating with Yorkshire Water. It was **NOTED** that Tim Myatt of Yorkshire Water agreed to be the main point of contact for local organisations and that a Live Storm Overflow Map had been added to their website ([Yorkshire Water - Storm Overflow Map \(arcgis.com\)](https://www.yorkshirewater.co.uk/Storm-Overflow-Map)) which groups such as the University Boat Club may find useful.

Flood Manager – Cllr. Ravilious reported that CYC were now advertising for a replacement Flood Manager but that the Fordlands Road Pumping Station plans would have to remain on hold until someone is appointed.

Planning Application 24/00896/TPO | Fell T25 Hawthorn (replant Copper Beech), Fell T59 Pine (replant Rowan), Fell G3 Multi-stemmed Lime (replant 3 Hornbeams) and remedial pruning of T6, T27, T40, T41, T55 and T69 - trees protected by Tree Preservation Order No. 3/1977 | Royal Masonic Benevolent Institute Connaught Court – A resident had contacted Cllr. Ravilious with concerns about the treatment of the trees. The Tree Office spoke with the applicant and advised on better care for the trees, the applicant agreed to withdraw the application to fell the hawthorn. It was **NOTED** that the application has not yet been withdrawn.

York Bike Belles – it was **NOTED** that events for York Bike Belles will be publicised by Cllr. Sarah Wilson (Fishergate Ward) for the area shortly.

Wildflowers – it was **NOTED** that the council mowing team has mistakenly mowed part of the recently planted wildflowers. Cllr. Ravilious reported that systems of communications with the teams would be improved to ensure teams know where to and where not to mow. It was further **NOTED** that CYC officers had carried out a biodiversity survey on Tadcaster Road and compared to the previous year there had been significant improvements.

Cllr Ravilious left the meeting at 20:50.

24045. To receive and consider any report from the Police and decide on any necessary action.
The Police Reports for May were **NOTED**.

24046. To consider the following financial matters and decide on any necessary action:

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

It was **RESOLVED** to approve the following payments. It was **NOTED** that 2 councillors must log into Unity Trust Bank account to provide online authorisations.

Fulford Parish Council York

26 June 2024 (2024-2025)

PAYMENTS LIST 16.05.2024 - 30.06.2024

Date	Cheque No	Description	Supplier				
15/05/2024		Legal Services Interim Account	Walton & Co	S	1,662.50	332.50	1,995.00
15/05/2024		Strimmer Line & Auto Cut Head	Elcocks Ltd	S	57.98	11.60	69.58
15/05/2024		Rabbit Control	MJ Backhouse Environmental Services	S	313.14	62.63	375.77
15/05/2024		Repair Wheel	Tech Tyres Ltd	S	39.00	7.80	46.80
15/05/2024		Service Charges	Clover (Fiserv/First Data)	S	41.52	8.30	49.82
15/05/2024		Fuel for Cemetery Vehicles & Machinery	Fuel Genie	S	133.64	26.73	160.37
22/05/2024		Monthly Fee	CloudyIT	S	90.68	18.14	108.82
22/05/2024		Initial Set Up and Monthly Payment	CloudyIT	S	163.82	32.76	196.58
22/05/2024		PDF Software one off cost	Smallpdf AG	Z	81.00		81.00
22/05/2024		Self Closing Gate Springs x 2 for play area	Amazon	Z	72.20		72.20
22/05/2024		2-Stroke Engine Oil & Safety Glasses	Elcocks Ltd	S	5.83	1.17	7.00
22/05/2024		2-Stroke Engine Oil & Safety Glasses	Elcocks Ltd	S	16.66	3.33	19.99
22/05/2024		Monthly Fee	CloudyIT	S	90.67	18.13	108.80
22/05/2024		Initial Set Up and Monthly Payment	CloudyIT	S	163.82	32.76	196.58
22/05/2024		Iseki Mower Deck Repairs	Crockey Hill Lawnmowers	S	386.00	77.20	463.20
23/05/2024		Gas	SSE Energy Solutions	L	539.67	26.98	566.65
23/05/2024		Electricity	SSE Energy Solutions	L	50.50	2.52	53.02
23/05/2024		Electricity	SSE Energy Solutions	L	106.11	5.31	111.42
23/05/2024		Gas	SSE Energy Solutions	L	144.33	7.22	151.55
22/05/2024		Pension Contributions & Oncost	North Yorkshire Pension Fund	E	2,390.57		2,390.57
22/05/2024		Pension Contributions & Oncost	North Yorkshire Pension Fund	E	74.41		74.41
22/05/2024		Pension Contributions & Oncost	North Yorkshire Pension Fund	E	752.00		752.00
22/05/2024		Pension Contributions & Oncost	North Yorkshire Pension Fund	E	115.22		115.22
22/05/2024		Pension Contributions & Oncost	North Yorkshire Pension Fund	E	243.77		243.77
22/05/2024		Pension Contributions & Oncost	North Yorkshire Pension Fund	E	33.25		33.25
23/05/2024		PAYE, NI & Employer NI	HM Revenue & Customs	E	1,861.58		1,861.58
23/05/2024		PAYE, NI & Employer NI	HM Revenue & Customs	E	1,203.19		1,203.19
23/05/2024		PAYE, NI & Employer NI	HM Revenue & Customs	E	137.48		137.48
23/05/2024		PAYE, NI & Employer NI	HM Revenue & Customs	E	222.29		222.29
23/05/2024		PAYE, NI & Employer NI	HM Revenue & Customs	E	54.20		54.20
23/05/2024		PAYE, NI & Employer NI	HM Revenue & Customs	E	83.95		83.95
31/05/2024			All Employees	E	9,887.40		9,887.40
31/05/2024			All Employees	E	713.52		713.52
31/05/2024		Additional Hours Net Payment	All Employees	E	297.44		297.44
31/05/2024		Additional Hours Net Payment	All Employees	E	296.86		296.86
31/05/2024		Additional Hours Net Payment	All Employees	E	297.44		297.44
26/05/2024		Monthly Fee	Expend Limited	S	9.99	2.00	11.99
26/05/2024		Monthly Fee	Expend Limited	S	9.99	2.00	11.99
29/05/2024		Iseki Compact Tractor c/w Roll Bar Serial No 0024LP1003:	Crockey Hill Lawnmowers	S	11,666.67	2,333.33	14,000.00

31/05/2024	Contract Cleaning	Smart Cleaning Group Limited	S	437.50	87.50	525.00
31/05/2024	Broadband Monthly Charge	York Data Services	S	35.00	7.00	42.00
31/05/2024	Broadband and Telephone Monthly Charge	TalkTalk Business	S	35.99	7.20	43.19
31/05/2024	Home Working Allowance	Clerk	E	26.00		26.00
03/06/2024	Smart Pads for iPad SP1 Defibrillator PN63124	Defib Store Ltd	S	66.00	13.20	79.20
03/06/2024	Business Rates	City of York Council	E	1,060.00		1,060.00
05/06/2024	Apartment Rent Guarantee Fee & Management Fee	Martin & Co	E	31.20		31.20
05/06/2024	Apartment Rent Guarantee Fee & Management Fee	Martin & Co	S	65.70	13.14	78.84
05/06/2024	Gas	SSE Energy Solutions	L	517.36	25.87	543.23
05/06/2024	Gas	SSE Energy Solutions	L	156.75	7.84	164.59
05/06/2024	Broadband and Telephone Monthly Charge	TalkTalk Business	S	35.99	7.20	43.19
07/06/2024	Annual Subscription	SLCC	E	298.00		298.00
08/06/2024	Monthly Fee	GiffGaff Ltd	S	5.00	1.00	6.00
10/06/2024	School Lane Play Area Groundworks & Repairs	Team Sport & Play Ltd	S	13,998.00	2,799.60	16,797.60
10/06/2024	Play Area Groundworks & Repairs	Team Sport & Play Ltd	S	1,604.00	320.80	1,924.80
10/06/2024	Grass Cutting Contract	Sleightholm Landscapes	S	372.00	74.40	446.40
10/06/2024	Grass Cutting Contract	Sleightholm Landscapes	S	279.00	55.80	334.80
10/06/2024	Grass Cutting Contract	Sleightholm Landscapes	S	124.00	24.80	148.80
10/06/2024	Phase 1 works - design and implementation	Constructive Individuals	E	528.00		528.00
10/06/2024	Grass Cutting Assistance	Sleightholm Landscapes	S	390.00	78.00	468.00
10/06/2024	Public Works Loan Payment - Cemetery Extension	PWLB Lending Facility	E	3,483.45		3,483.45
11/06/2024	Replacement Watering Cans	Status Home Care	S	26.16	5.23	31.39
12/06/2024	Monthly Fee	Microsoft Ireland Operations Ltd	S	10.30	2.06	12.36
12/06/2024	Monthly Fee	Microsoft Ireland Operations Ltd	S	10.30	2.06	12.36
13/06/2024	Monthly Fee	HP Instant Ink	S	4.57	0.92	5.49
14/06/2024	Service Charges	Clover (Fiserv/First Data)	S	59.24	11.85	71.09
14/06/2024	Fuel for Cemetery Vehicles & Machinery	Fuel Genie	S	278.37	55.68	334.05
23/06/2024	PAYE, NI & Employer NI	HM Revenue & Customs	E	1,837.46		1,837.46
23/06/2024	PAYE, NI & Employer NI	HM Revenue & Customs	E	1,190.47		1,190.47
23/06/2024	PAYE, NI & Employer NI	HM Revenue & Customs	E	124.75		124.75
23/06/2024	PAYE, NI & Employer NI	HM Revenue & Customs	E	197.62		197.62
23/06/2024	PAYE, NI & Employer NI	HM Revenue & Customs	E	54.20		54.20
23/06/2024	PAYE, NI & Employer NI	HM Revenue & Customs	E	83.99		83.99
28/06/2024	Additional Hours Net Payment	All Employees	E	277.85		277.85
28/06/2024	Additional Hours Net Payment	All Employees	E	296.86		296.86
28/06/2024	Additional Hours Net Payment	All Employees	E	277.85		277.85
25/06/2024	Electricity	SSE Energy Solutions	L	62.48	3.12	65.60
25/06/2024	Electricity	SSE Energy Solutions	L	123.80	6.19	129.99
27/06/2024	Play Area Repairs	Team Sport & Play Ltd	S	185.00	37.00	222.00
27/06/2024	Misposting	ERROR	E			
27/06/2024	JCB Digger Service & Maintenance	J.G. Exton JCB Repairs, Sales & Servicing	S	560.00	112.00	672.00
27/06/2024	H&S Clothing	Elcocks Ltd	S	89.39	17.88	107.27
		Total		61,562.31	6,340.19	67,902.50

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b. To note the receipts presented;
The following receipts were **NOTED**.

Fulford Parish Council York
Summary of Receipts and Payments
Summary - Cost Centres Only (Between 15/05/2024 and 26/06/2024)

Cost Centre	Receipts	
	Budgeted	Actual
Borrowings		
CEM1 Cemetery Income	212,827.24	11,420.00
CEM3 Cemetery Admin & Office Expenditure		
CEM4 Cemetery Health & Safety		
CEM5 Cemetery Maintenance & Overheads		
CEM6 Cemetery Miscellaneous Expenditure	6,966.90	
CEM7 Cemetery Property Maintenance & Repairs		
CEMCAP2 Cemetery Capital Income		
CEMCAP9 Cemetery Capital Expenditure		
EM CEM - Employment Costs Cemetery		
EM PC - Employment Costs Parish Council		
PC1 Parish Council Income	76,236.00	2,242.25
PC3 Parish Council Admin & Office Expenditure		
PC4 Parish Council Grants		
PC5 Parish Council Open Spaces		
PC6 Parish Council Planning	6,000.00	
PC7 Parish Council Projects		
PC8 Parish Council Social Hall		
REFUNDABLE DEPOSITS/Mispastings		
TNCY1 Parish Council Tenancy Account	8,030.00	730.00
VAT		
Year End-Adj Refunded Income/Expenditure		
NET TOTAL	310,060.14	14,392.25
Total for ALL Cost Centres		
V.A.T.		14,392.25
GROSS TOTAL		14,392.25

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c. To approve the Bank Reconciliation;

It was **RESOLVED** to approve the Bank Reconciliation.

d. To note the Net Position Report including the Statement of Reserves.

The Net Position Report and Statement of Reserves were **NOTED**.

24047. To consider the following governance matters and decide on any necessary action:

a. To consider any recommendations in the Internal Audit.

It was **NOTED** that all recommendations for publication on the website have been carried out subject to adoption of new policies or approval of updated policies. The recommendation relating to payroll will be considered at Item 24044.a.

b. To consider updated and new policies for approval.

The following draft updated or new policies are in the meeting documents for your consideration. Please **CONSIDER** whether to **RESOLVE** to approve any or all of them:

i) Draft Biodiversity Policy

Deferred to the next meeting. Cllr. Koprowska proposed asking Guy Wallbanks (CYC) to carry out a survey along Fordlands Road as a summer holiday community activity that could be advertised. It was **RESOLVED** to make the request.

ii) Draft Co-Option Policy

It was **RESOLVED** to adopt the policy as drafted.

iii) Draft Data Protection Policy

It was **RESOLVED** to adopt the policy as drafted but include a definition of "processing" as defined in the Act.

iv) Draft Equality & Diversity Policy

It was **RESOLVED** to adopt the policy.

v) Draft Grievance Policy

It was **RESOLVED** to defer.

vi) Draft Sexual Harassment Policy

It was **RESOLVED** to adopt the policy.

vii) Information Security Policy (required for use of Chip & PIN Machine)

It was **RESOLVED** to adopt the policy.

viii) Investment Policy

Deferred pending an update to include biodiversity and ecology criteria.

c. **To consider and note the publication of the NALC Good Councillors Guide 2024.**
The guide's publication was **NOTED** and retained for reference.

d. **Risk Assessment - to note the status of assets & consider any action required.**

i) **Cemetery grounds and buildings;**

It was **NOTED** that a selection of correspondence had been received and that the Clerk had responded to each correspondent.

It was **NOTED** that a quote for the repair to the bedroom wall at the Cemetery Apartment following the bathroom repairs had been received from the letting agent's contractor in the sum of £415. It was **RESOLVED** to approve the quote.

ii) **Allotments;**

No reports.

iii) **Social Hall;**

No reports.

iv) **Fordlands Road Playing Field;**

It was **NOTED** that the New Titan Swing had been installed and added to asset register.

v) **School Lane Playing Field;**

It was **NOTED** that the groundworks were complete and zip-wire had re-opened.

vi) **Village Green;**

It was **NOTED** that permission had been granted to the Yorkshire Water sub-contractors to access the Ings from the Village Green.

vii) **Pinfold Land;**

No reports.

viii) **Street Furniture;**

No reports.

ix) **Trees.**

No reports.

24048. 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) **24/00896/TPO | Fell T25 Hawthorn (replant Copper Beech), Fell T59 Pine (replant Rowan), Fell G3 Multi-stemmed Lime (replant 3 Hornbeams) and remedial pruning of T6, T27, T40, T41, T55 and T69 - trees protected by Tree Preservation Order No. 3/1977 | Royal Masonic Benevolent Institute Connaught Court St Oswalds Road York YO10 4QAL;**

It was **RESOLVED** to object as follows in relation to the felling of T25:

- The Hawthorn (T25) is a veteran tree and therefore comprises irreplaceable habitat which should not be lost unless there are exceptional circumstances.

- The tree poses no danger to the public and merely because it appears to be 'in decline' does not justify its felling.

ii) **24/01064/TCA | Re-pollard (30%) and crown lifting of 1no. Lime tree - tree in a conservation area | Coppergate House 132 Main Street Fulford York YO10 4PS;**
It was **RESOLVED** that there were no objections.

iii) **24/01086/TCA | Crown raise up to 3m and crown reduce up to 2.4m, 1no. Silver Birch tree protected by Tree Preservation Order CYC 424 | 1 The Old Orchard York YO10 4LT;**

It was **RESOLVED** to submit the following objection comments:

- In June 2020 a TPO was placed on this weeping silver birch 'in order to retain the visual amenity it provides thus safeguarding its welfare, form and character. It contributes to the public visual amenity as viewed from School Lane'.
- The Agent has failed to acknowledge that the tree is protected by a TPO and in addition, has completely mis-identified the location of the property in the aerial photo supplied;
- Question 7 of the Application Form (which requires reasons for the work), has not been answered;
- No arboricultural information is supplied;
- The tree is located close to the garage and some crown lifting may be reasonable, but the house is some distance away and the reduction in height (which has the potential to damage the tree's form and character) needs to be justified

iv) **24/01082/TPO | Fell 1no. Ornamental Plum (front garden) and 1no. Lawson Cypress (rear garden) - trees in a conservation located at 53 Main Street, Fulford; and remedial pruning of 1no. Horse Chestnut and 2no. Lime trees overhanging from Pavillion Hotel protected by Tree Preservation Order 12/1986 | 53 Main Street Fulford York YO10 4PN;**

It was **RESOLVED** there were no objections.

v) **24/01002/FUL | Single storey side extension | 83 Main Street Fulford York YO10 4PN;**
It was **RESOLVED** there were no objections.

vi) **AOD/24/00117 | Conditions 6 (part a), 7, 11 and 13 of 23/01234/FUL | 100 Main Street Fulford York YO10 4PS.**

It was **NOTED** that the conditions were discussed but a response was not considered necessary.

b. **Ongoing planning matters:**

- 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 **RESOLVED** that a response would be drafted by the working group to send to the Enforcement Officer

- ii) **24/00593/FUL | Change of use of retail unit (use class E) to mixed use restaurant and hot food takeaway (Sui Generis), and associated works including enclosed compound area to rear and new plant equipment. | Iceland 248 Fulford Road York YO10 4PA.**

It was **NOTED** that new information has been submitted:

- Updated application drawings, which include the retention of more brickwork through the omission of the timber-effect cladding and aluminium panels on the south and east elevations;
- Amendments to the vehicular access into the site and visibility splays;
- Noise impact assessment;
- Odour control assessment;
- Revised red line plan.

The application is likely to be determined at the planning committee of 27th September or 17th October and revised highway plans are awaited.

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

- i) **24/00646/NONMAT | Non-material amendment to permitted applications 12/00384/REMM and 17/02687/NONMAT to alter road arrangement serving plots 499-504 | Germany Beck Site East Of Fordlands Road York - To note reasons for refusal.**

The decision by the planning officer was **NOTED** and welcomed.

24049. To receive and consider an update on matters pertaining to the Germany Beck Liaison Advisory Committee (LAC).

It was **NOTED** that the LAC meeting took place on 24 June and that draft Heads of Terms for the land and a Plan of the Medical Community Land were provided. It was **RESOLVED** to review the draft Heads of Terms and provide any feedback to the CYC legal team, copying in Nick Collins (CYC Asset Manager) so that it can be included within their consideration of the terms.

It was **NOTED** that the resident member of the LAC had brought residents' concerns to the meeting in particular about landscaping and tree planting. Cllrs. Koprowska and Marsh had advised that to avoid a repeat of the issues with the trees, the replacements should be planted in October/November rather than the planned June/July.

It was **NOTED** that the retail unit was due to be handed over the following week and will then be fitted out by Budgens.

24050. To receive and consider any update on the Local Plan Examination (Phase 1) and decide on any necessary action.

It was **NOTED** that no update had been received.

24051. To receive and consider a report from the Cemetery working group and decide on any necessary action.

a. Consideration of the correspondence relating to grounds maintenance

It was **NOTED** that all correspondence had received responses and that the team at the Cemetery were working hard to clear the backlog in grounds maintenance following the prolonged wet weather which had delayed the start of grass cutting.

It was further **NOTED** that appropriate levels of maintenance were subjective and there are no requirements to keep the grounds to a specific standard. Visitors' views vary from those who prefer high maintenance of lawned areas and those who prefer more a biodiverse low maintenance site.

b. Consideration of budget revision requirement and information for the Cemetery Committee.

It was **NOTED** that a miscalculation of costs in the forecast figures considered at the Cemetery Committee meeting where the budget for 2024/2025 had been set, together with recent trends away from burials towards unattended cremations have led to the need for the 2024/2025 Cemetery Budget to be revised. The Clerk had prepared 4 drafts ranging between worst case scenario and a hopeful scenario and it was **RESOLVED** to present all options to the CYC members of the Cemetery Committee and seek their advice on the budget for 2024/2025 and future considerations.

24037. To receive and consider a report from the Open Spaces working group and decide on any necessary action to include:

a. Allotments;

i) Allotments tenancy agreement.

It was **NOTED** that proposed amendments to the allotment agreement had been discussed which primarily address the issue of half plots and sheds for chickens and rabbits. A revised version will be circulated. It was further **NOTED** that the Cemetery Administration Assistant had begun contacting members of the waiting list to re-let plots that had recently become available.

ii) Allotment skip It was agreed at the last PC meeting to order a skip.

It was **NOTED** that Cllr. Vevers will arrange with the Clerk to order a skip.

iii) **Good Gym**

It was **NOTED** that Cllr. Vevers will contact Good Gym to arrange allotment work.

b. **Fordlands Road;**

It was **NOTED** that Cllr. Marsh had circulated information from Woodland Trust regarding tree planting.

c. **Parish Field School Lane;**

It was **NOTED** that Chappelow have been on site to begin the maintenance works and that the scarified clippings had been deposited on the edge of the field. It was **RESOLVED** to postpone the Verti-Draining until after the Fulford Show and to contact Chappelow to ensure that all correspondence and dealings are made through the Parish Council only.

d. **Play Equipment;**

It was **NOTED** that new surfacing has been done on many of the playground items and the zip wire is back in use. Quotes had been received from HAGS for equipment repairs and additional quotes had since been requested from Team Sport & Play. It was **NOTED** that the Titan Carousel Swing had been installed and already seemed popular and that the basketball hoop repairs had been carried out.

e. **Village Green;**

It was **NOTED** that access has been granted to facilitate the works being undertaken on behalf of Yorkshire Water.

f. **Street Furniture.**

It was **NOTED** that quotes will be requested for the repairs to the Naburn Lane Bus Shelter

24038. To receive and consider a report from the Social Hall working group and decide on any necessary action to include:

a. **Consideration of any quotations received for Phase 1;**

Deferred pending receipt of quotations.

b. **Consideration of additional tables purchase;**

It was **NOTED** that the Fulford Show Committee had requested additional long tables for the Show. The Clerk reported that the existing long tables belong to one of the regular hirers of the hall and the budget would not stretch to purchase of additional tables but that some were in need of repair. It was **RESOLVED** to purchase replacement parts for Cllr. Vevers to repair the existing damaged tables.

c. **Consideration of fundraising and community support update to include:**

i) **Application to the Asda Investing in Spaces & Places Fund for Phase 1;**

It was **RESOLVED** that the Clerk will prepare and submit the application with assistance from Cllr. Koprowska before the deadline of 28th July.

ii) Aviva Community Fund Volunteering Platform;

It was **NOTED** that no progress on the applications can be made until after the election but that a group of volunteers organised by Cllr. Koprowska had begun work on the application and prepared questions for a public survey, accessible by link <https://forms.office.com/e/ZPjk2g8icK> and QR Code which has already received some responses. Cllr. Koprowska reported plans to attend events at the church and the library to raise awareness of the public survey and the project.



iii) Ward Grant application.

It was **NOTED** that the ward fund was very small and that no decision had been taken on the application at the recent meeting but all applications will be considered in September. Another parish council suggested adding £1 to the precept specifically for the project to aid the funding. With the current Council Tax Base (CTB), this would raise less than £1,200. Cllr. Clare has begun work on an application to the Lottery Fund and will circulate the details for others to review and assist before the deadline of 9th September.

It was **NOTED** that things are moving in the right direction.

24039. To receive and consider any update from the Fulford Climate and Ecological Emergency Working Group and decide on any necessary action to include:

a. Consideration of any reports from York Climate Commission working groups and Greener Cleaner Fulford community group.

It was **NOTED** that the working group will meet on the same day as Open Spaces and Cllr. Koprowska was elected chair of FCEE. Cllrs. Marsh and Koprowska reported back from the Climate commissions meeting the previous week.

24040. To consider the content and timing for a newsletter.

It was **RESOLVED** to aim to publish in September and include the following topics in the newsletter: Social Hall and fundraising; Cemetery update; Biodiversity policy (if in place by then); Parish Field update; Flood defence update; Parking issues around school (with a plea for fewer cars); Fulford Ings update; Fordlands Road play area update (nice to see Fordlands Road used so much recently with basketball, cricket and the new swing etc).

24041. To consider a Communications Strategy.

Cllr. Koprowska suggested the idea of a mailing list for newsletters and communications. The Clerk reported that the idea would need to be evaluated as GDPR would need consideration as other councils had previously reported workload issues for GDPR compliant management of mailing lists.

24042. To consider any updates or information resulting from recent training webinars and decide on any necessary action.

Cllr. Marsh had attended the Scribe Biodiversity webinar and will circulate the information.

24043. To consider exclusion of the press and public from the discussion of any aspect of item 24044 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 discussion of any aspect of Item 24044 on the grounds of confidentiality.

24044. To receive and consider reports from the HR panel and decide on any necessary action to include:

a. Consideration of information received from payroll service providers;
Deferred.

b. Consideration of matters arising from the Cemetery working group meeting.

It was **NOTED** that the HR Panel and the Cemetery Working Group will meet together after the Cemetery Committee meeting.

24045. To consider and propose any items for inclusion on the agenda for the next meeting.

It was **NOTED** that Items can be received by email at any point before 18th July.

24046. To confirm the date and time of the next meeting.

It was **NOTED** that the next full PC meeting is on 24th July at 7.30pm.

The Chair closed the meeting at 22:01

Signed (Chair)

Appendix 1

Correspondence Received

- f. General Correspondence
 - i) Emails and Clerk's responses relating to Cemetery grounds dated 8th, 14th & 20th & 27th May; 3rd, 4th and 17th & 19th June.
 - ii) Deferred Street Trading Consent Policy Consultation.
 - iii) Deferred CYC Taxi Licensing Policy Consultation.
 - iv) Email from parliamentary campaigner re Safety of Lithium Batteries, E-Bikes & Scooters.
 - v) Emails with member of the public re Minute 23264b.
 - vi) Email from member of the public to Ward Councillor re Road Safety Concerns around Fulford School.
 - vii) Email re Iceland site planning application & Clerk's Response.
 - viii) CYC Bus Shelter Cleaning Offer email.
 - ix) Quote received to repair bedroom wall at Cemetery Apartment.
 - x) Ward Councillor Email re Fulford Ings & Yorkshire Water.
- g. NALC Correspondence:
 - i) Chief Executive's Bulletins dated 16th, 23rd & 30th May; 6th & 20th June.
 - ii) Newsletters dated 15th, 22nd & 29th May; 5th, 19th & 20th June.
- h. YLCA Correspondence:
 - i) White Rose Bulletins dated 10th & 24th May.
 - ii) Update for future White Rose Bulletins and NEWS page of YLCA website.
 - iii) Training & Discussion Forums notifications between 29th May & 27th June; between 25th June & 10th July.
 - iv) Information Bulletin 14th June.
 - v) Information Request & Vacancies Bulletin 31st May.
 - vi) Training Programmes May – September and June – September.

Appendix 2

Delegated Powers Decisions

- a. Decision taken 6 June 2024: It is RESOLVED to grant permission for access via Parish Council land at Fulford Ings to Sapphire Utility Solutions to carry out the works outlined in their email of 24 May 2024 on Fulford Ings on behalf of Yorkshire Water provided that they ensure ecological protection of the natural flora and fauna of the Village Green.