



Fulford

Parish Council

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**Minutes of the Meeting of Fulford Parish Council
held at 19:30 on Wednesday 26 February 2025
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; 3 members of the public and the Clerk.

24193. Chair's welcome.

Cllr. Koprowska welcomed all present to the meeting and initiated introductions.

24194. To receive apologies and approve reasons for absence.

Apologies for absence were received from Cllr. Walker and from Ward Cllr. Kate Ravilious. It was **RESOLVED** to approve the reasons for absence for Cllr. Walker and to confirm dispensation for Cllr. Walker for leave of absence for a period of 6 months.

24195. To receive any declarations of interest.

Cllr. Urmston declared an interest in Item 24205.b.i

24196. To receive and approve the Minutes of the Meeting of the Parish Council held on 15 January 2025.

It was **RESOLVED** to approve the Minutes of the Meeting of the Parish Council held on 15 January 2025 as a true record of the meeting.

24197. To consider any applications for co-option and decide on any necessary action.

Applications for co-option to the council were received from Mr Michael Dobson and Mr Karim Lalani. Following consideration of the applications, it was **RESOLVED** to co-opt Michael Dobson and Karim Lalani to the Parish Council. The Clerk witnessed completion of Declaration of Acceptance of Office forms from both new councillors who took part as councillors from this point of the meeting.

24198. To receive and consider Parishioners' Questions:

It was **NOTED** that a parishioner had emailed on 25 February with a complaint about the new trees on Fordlands Road. Following consideration of the points made, it was **RESOLVED** to respond to seek to allay the parishioners' concerns with reassurance that consideration had been given to future maintenance, grass-cutting, the proximity to the football area and provision of other recreational uses of the field in the course of the discussions with The

Woodland Trust for planning the planting and at earlier Parish Council meetings. It was **NOTED** that whilst there may be some future reduction in the line of sight between the bench at the Fordlands Road side of the field and the BMX track (only suitable for ages 11- 16 years) this would be mitigated by a mown path planned across the field between the trees.

24199.To note the **correspondence** received at Appendix 1 and decide if any action is necessary.

The following correspondence was **NOTED**. Any additional action taken is recorded below.

- a. General Correspondence
 - i. Deputy Mayor for Police Fire and Crime Update Email 4 February 2025;
 - ii. Local Plan Update Email dated 17 February 2025;
 - iii. Fordlands Road New Trees Emails From Residents;
Deferred to Item 24208.b.i
 - iv. Emails expressing interest in councillor vacancies;
 - v. Practitioners' Guide 2024.
- b. NALC Correspondence:
 - i. Chief Executive's Bulletins dated 23 & 31 January, 6, 13 and 20 February.
 - ii. NALC Events Newsletter 4 February 2025.
- c. YLCA Correspondence at [News | Yorkshire Local Councils Associations \(yorkshirelca.gov.uk\)](https://www.yorkshirelca.gov.uk/news) including:
 - i. YLCA Law & Governance Bulletin dated 31 January 2025;
 - ii. YLCA Branch Meeting Information 13 March 2025;
Cllr. Koprowska agreed to attend in place of Cllr. Clare who will unavailable to attend that day.
 - iii. YLCA White Rose Bulletins dated 27 & 31 January, 7 & 14 February.

24200.To confirm the **delegated powers** decisions listed at Appendix 2.

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

- Decision taken 6 February: It is **RESOLVED** to replace the Parish Council laptop within a budget of £1,400.00.

24201.To receive and consider any report from the **Ward Councillor** and decide on any necessary action.

Having given apologies, Cllr. Ravilious reported in writing on the following matters:

- Local Plan – The Local Plan is back from the inspector and is ready for adoption at Full Council on 27 February.
- Pharmacy Name Confusion – This will be followed up by the Director of Public Health in the course of other ICB business.

- Ward Committee meeting 20 January – a well attended meeting with useful discussions about the future use of the “mast field”. CYC warmer homes were also in attendance.
- Fulford recreation payment from Germany Beck s.106 – a meeting is scheduled with officer to discuss the scope of the consultation and consultants have been assessing drainage of the field requirements to provide a cost estimate.
- St Oswald’s School – Cllr. Ravilious has submitted a comment in support of the planning application. She also reported that the school is still seeking a school crossing patrol person.
- Connaught Court planning application – Cllr. Ravilious has submitted an objection to the application with concerns about the lack of community consultation.
- Fulford School 3G Pitch – the application has been approved. Cllr. Ravilious’ concerns over parking and vehicle access via Fulfordgate resulted in funds being set aside for traffic regulation orders should they become needed.
- Germany Beck Residents’ Concerns – Cllr. Ravilious will be meeting residents and Persimmon relating to parking concerns on Thornton Road. Parish Councillors are welcome to attend (12 March at 3pm).
- Holiday activities – sports activities run by York City Knights will run in the Easter holidays and the May half term.
- Ward drop-in – the next date is Wednesday 19 March 11am – 12pm at the Deramore Arms in Heslington.
- Litter Picking Events – as part of the Great British Spring Clean, the following litter picking events have been arranged:
 - Saturday 29 March – meeting from at 10am Heslington Outgang car park
 - Sunday 30 March – meeting at 2pm outside Germany Beck showhomes.
[Parish Councillors are welcome to attend; Fulford Scouts have kindly agreed to join the Fulford event]
- Ward Funding – the following activities have been funded using ward funding in 2024-2025:
 - Heslington Village Trust – printing of local history booklet to raise funds for the Big Community Lunch
 - Heslington Village Trust – contribution towards the Big Community Lunch
 - St Oswald’s Church – installation of a handrail alongside the ramp into the church hall.
 - Fulford scout group – seating and firepit in their outdoor area
 - Fulford Parish Council – contribution towards insulation improvements to the Social Hall
 - Holiday activities provided by the York City Knights
 - Winter warm packs

The 2025-2026 Ward Funding is likely to be similar to 2024-2025 (£5,447) and nominations will be accepted from April.

24202.To receive and consider any report from the **Police** and decide on any necessary action.

It was **NOTED** that no reports had been received since the December report.

24203.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 and provide online authorisations to the Unity Trust payments.

Voucher Code	Date	Description	Supplier	Net	VAT	Total
321 PC8 SH - Commercial Waste Collection	20/01/2025	Commercial Waste Collection	City of York Council	75.00	0.00	75.00
320 CEM5 Commercial Waste	20/01/2025	Commercial Waste Collection	City of York Council	554.96	0.00	554.96
330 PC5 Allotments Water Rates	24/01/2025	Water/Sewage Rates	Business Stream	94.26	0.00	94.26
327 PC8 SH - Electricity	24/01/2025	Electricity	SSE Energy Solutions	129.91	6.50	136.41
319 TNCY1 Tenancy - Letting Agent Management Fees	24/01/2025	Apartment Rent Guarantee Fee & Management Fee	Martin & Co	36.00	0.00	36.00
319 TNCY1 Tenancy - Letting Agent Management Fees	24/01/2025	Apartment Rent Guarantee Fee & Management Fee	Martin & Co	76.50	15.30	91.80
326 CEM3 Electricity	24/01/2025	Electricity	SSE Energy Solutions	65.47	3.27	68.74
338 PC3 IT - Equipment & Software Purchases	27/01/2025	HP Laptop 1TB SSD W11 Pro Fresh Install	PC Revamp	116.67	23.33	140.00
315 PC3 Prepaid Card Service Charges (Expend)	27/01/2025	Monthly Fee	Expend Limited	13.00	2.60	15.60
340 PC8 SH - Repairs/Maintenance Contingency	27/01/2025	Boiler Repairs	Nortons Heating	154.86	30.97	185.83
339 PC8 SH - Repairs/Maintenance Contingency	27/01/2025	Bi-Annual Inspection of Fire Precautions as per Certificate	Advance Fire Services	172.70	34.54	207.24
315 CEM3 Prepaid Card Service Charges (Expend)	27/01/2025	Monthly Fee	Expend Limited	13.00	2.60	15.60
324 CEM3 Gas	27/01/2025	Gas	SSE Energy Solutions	168.58	8.43	177.01
341 CEM3 Stationery/Ink/Registers	27/01/2025	Stationery Supplies	Viking	40.72	8.14	48.86
342 CEM4 Personal Protective Equipment (PPE)	27/01/2025	H&S Clothing	Elcocks Ltd	85.90	17.18	103.08
341 CEM3 Delivery Charges & Protection	27/01/2025	Stationery Supplies	Viking	4.95	0.00	4.95
325 PC8 SH - Gas	28/01/2025	Gas	SSE Energy Solutions	462.98	23.15	486.13
329 CEM3 Water Rates/Sewerage	30/01/2025	Water/Sewage Rates	Yorkshire Water	73.49	0.00	73.49
322 PC8 SH - Broadband	31/01/2025	Broadband Monthly Charge	Communicate Technology Ltd	35.00	7.00	42.00
347 PC8 SH - Broadband	31/01/2025	Broadband Monthly Charge	Communicate Technology Ltd	35.00	7.00	42.00
328 CEM3 Telephone/Broadband	31/01/2025	Broadband and Telephone Monthly Charge	TalkTalk Business	28.95	5.79	34.74
348 CEM3 Bank Service & Handling Charges	31/01/2025	Service Charges	Unity Trust Bank	14.10	0.00	14.10
345 EM PC Home Working Allowance	31/01/2025	Home Working Allowance	Clerk	26.00	0.00	26.00
343 PC8 SH - Cleaning/Hygiene	03/02/2025	Contract Cleaning	Smart Cleaning Group Limited	437.50	87.50	525.00
336 TNCY1 Tenancy - Property Maintenance Charges	03/02/2025	Council Tax	City of York Council	30.35	0.00	30.35
344 CEM3 Business Rates	03/02/2025	Business Rates	City of York Council	1,060.00	0.00	1,060.00
335 PC3 IT - Equipment & Software Purchases	06/02/2025	Replacement Laptop & Set Up	CloudyIT	1,001.00	200.20	1,201.20
337 PC3 IT - Support, Website & Email	07/02/2025	Monthly Fee	CloudyIT	115.65	23.13	138.78
337 CEM3 IT - Support, Services & Email	07/02/2025	Monthly Fee	CloudyIT	65.70	13.14	78.84
349 PC3 Telephone & Broadband	09/02/2025	Monthly Fee	GiffGaff Ltd	5.00	1.00	6.00
351 PC8 SH - Repairs/Maintenance Contingency	11/02/2025	Boiler Repairs	Nortons Heating	357.61	71.52	429.13
350 CEM3 Stationery/Ink/Registers	11/02/2025	Cleaning Supplies & Stationery	Viking	14.95	2.99	17.94
350 CEM3 Delivery Charges & Protection	11/02/2025	Cleaning Supplies & Stationery	Viking	3.95	0.79	4.74
350 CEM7 Cleaning Materials	11/02/2025	Cleaning Supplies & Stationery	Viking	114.83	22.97	137.80
364 PC3 Stationery & Ink	14/02/2025	Monthly Fee	HP Instant Ink	7.07	1.42	8.49
358 PC3 Training & Training Resources - Employees	25/02/2025	Training Webinar	Yorkshire Local Councils Association	10.00	0.00	10.00
357 PC5 Streets/Street Furniture - Noticeboards/Signs	25/02/2025	Hedgehog Signs	The British Hedgehog Preservation Society	29.40	0.00	29.40
360 PC8 SH - Electricity	25/02/2025	Electricity	SSE Energy Solutions	139.36	6.97	146.33
361 PC8 SH - Water/Sewerage	25/02/2025	Water/Sewage Rates	Business Stream	135.23	0.00	135.23
359 CEM3 Electricity	25/02/2025	Electricity	SSE Energy Solutions	66.79	3.34	70.13
362 CEM3 Chip & PIN Machine Fees & Charges	25/02/2025	Service Charges	Clover (Fiserv/First Data)	29.85	5.97	35.82
363 CEM5 Fuel	25/02/2025	Fuel for Cemetery Vehicles & Machinery	Fuel Genie	183.86	36.77	220.63
				6,286.10	673.51	6,959.61

January Scribe Data Entry				Breakdown		TOTALS
Cemetery HMRC Oncost	£1,248.96			Cemetery Gross Pay	£13,223.78	Cemetery
Cemetery HMRC Gross Pay	£1,951.13			Cemetery Oncost	£3,719.75	
Cemetery NYPF Oncost	£2,470.79			Cemetery Net Pay	£10,495.32	
Cemetery NYPF Gross Pay	£777.33					
Cemetery Net Pay Standing Order	£10,286.16					
Cemetery Net Pay Overtime	£209.16					
		HMRC Total	£3,629.31			
Street Cl. HMRC Oncost	£58.05			Street Cl. Gross Pay	£416.48	Street Cleaning
Street Cl. HMRC Gross Pay	£91.46			Street Cl. Oncost	£178.87	
Street Cl. NYPF Oncost	£120.82			Street Cl. Net Pay	£290.16	
Street Cl. NYPF Gross Pay	£34.86					
Street Cl. Net Pay Standing Order	£200.16					
		Overtime Total	£708.48			
Clerk PC HMRC Oncost	£110.29			Clerk PC Gross Pay	£1,178.18	PC
Clerk PC HMRC Gross Pay	£169.44			Clerk PC Oncost	£334.14	
Clerk PC NYPF Oncost	£223.85			Clerk PC Net Pay	£940.41	
Clerk PC NYPF Gross Pay	£68.33					
Clerk PC Net Pay Standing Order	£731.25					
Clerk PC Net Pay Overtime	£209.16					
						£19,051.20
February Scribe Data Entry				Breakdown		TOTALS
Cemetery HMRC Oncost	£1,222.71			Cemetery Gross Pay	£13,033.39	Cemetery
Cemetery HMRC Gross Pay	£1,900.11			Cemetery Oncost	£3,657.37	
Cemetery NYPF Oncost	£2,434.85			Cemetery Net Pay	£10,366.98	
Cemetery NYPF Gross Pay	£766.30					
Cemetery Net Pay Standing Order	£10,265.99					
Cemetery Net Pay Overtime	£81.02					
		HMRC Total	£3,474.79			
Street Cl. HMRC Oncost	£58.05			Street Cl. Gross Pay	£416.48	Street Cleaning
Street Cl. HMRC Gross Pay	£91.46			Street Cl. Oncost	£178.87	
Street Cl. NYPF Oncost	£120.82			Street Cl. Net Pay	£290.16	
Street Cl. NYPF Gross Pay	£34.86					
Street Cl. Net Pay Standing Order	£200.16					
		Overtime Total	£452.19			
Clerk PC HMRC Oncost	£84.04			Clerk PC Gross Pay	£987.99	PC
Clerk PC HMRC Gross Pay	£118.42			Clerk PC Oncost	£271.76	
Clerk PC NYPF Oncost	£187.72			Clerk PC Net Pay	£812.27	
Clerk PC NYPF Gross Pay	£57.30					
Clerk PC Net Pay Standing Order	£731.25					
Clerk PC Net Pay Overtime	£81.02					
						£18,545.85

a. To note the receipts presented;
The following receipts received since the last meeting were **NOTED**.

RECEIPTS

CEM1 Cemetery Income	22,677.00
CEMCAP2 Cemetery Capital Income	0.00
CEMCAP9 Cemetery Capital Expenditure	0.00
EM CEM - Employment Costs Cemetery	0.00
EM PC - Employment Costs Parish Council	0.00
PC1 Parish Council Income	3,100.50
TNCY1 Parish Council Tenancy Account	850.00
NET TOTAL	26,627.50

b. To approve the Bank Reconciliation;
It was **RESOLVED** to approve the Bank Reconciliation dated 25 February 2025.

c. To note the Net Position Report including the Statement of Reserves;
It was **NOTED** that pending any cemetery management changes, funds previously earmarked for Parish Council ongoing projects and contingency would need to be released back to reserves. It was **RESOLVED** to release the following earmarked funds to reserves.

- Social Hall Renovation Grant Application Match Funding – Reduce from £39,500 to £39,000;
- Staff Training – Reduce to £0 from £1,300
- Naburn Lane Bus Shelter – Reduce to £0 from £3,000
- New Play Equipment – Reduce to £0 from £2,900
- Reduce the contingency from 4.5 months to 4 months running costs.

24204. To consider the following **governance** matters and decide on any necessary action:

a. To consider any updated and new policies for approval.

No new or amended policies were presented for approval.

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

It was **NOTED** that no specific risks had been reported and that maintenance and other related matters would be considered within working group reports later in the meeting.

- i. Cemetery grounds and buildings;
- ii. Allotments;
- iii. Social Hall;
- iv. Fordlands Road Playing Field;
- v. School Lane Playing Field;
- vi. Village Green;
- vii. Pinfold Land;
- viii. Street Furniture;
- ix. Trees.

24205. 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. 25/00202/ADV | Display of 2no. externally illuminated fascia signs and 1no. externally illuminated totem sign | Bay Horse Public House 105 Main Street Fulford York YO10 4PN.

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

- The former Bay Horse pub lies at the heart of the village conservation area and is denoted as a building of positive value within the southern part of the village. The building is surrounded by residential properties, including those at Glen Close, whose upper windows directly overlook the site from the south.
- Fulford Parish Council has concerns that the cumulative level of illumination proposed for the three signs may impact negatively on public amenity.

- For example. Sign 2 would cover 6 sq metres of the southern elevation of the building which is considered to be unduly large, especially if illuminated. It is acknowledged that a large sign has been in place in that location for some time but there is no record of planning permission to erect this sign ever being sought or granted.
- The introduction of unnecessary light pollution into the area has the potential to affect night-time views and cause a nuisance to residents; it may also cause visual harm to the streetscene and to the appearance of a building of heritage value.
- Should the LPA be minded to approve this application, it will be important to restrict the times when the signs may be illuminated, especially as the Inspector did not appear to impose any limitations on the opening hours of the business when granting permission.
- The Parish Council very much regrets the loss of the Bay Horse Pub and fully supported the LPA's resolve to refuse the application to change use to a coffee shop. In light of the Inspector's decision to allow the conversion, the Parish Council trusts that Starbuck's will be a good neighbour to the community and will become a thriving business in the village.

ii. 25/00245/TCA | Fell 1no. Cherry Tree in a Conservation Area | John Hunt Memorial Homes Fulford Road York

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

iii. 25/00010/TPO | Prune 1no. Norway Maple away from garage by 2m; removal of basal sprouts from 1no. Horse Chestnut; Crown lift to 2m above flat roof and removal of basal sprouts from 1no. Sycamore - trees protected by Tree Preservation Order nos. 3/1977 and CYC331 | Fulford Vicarage 1 Fulford Park York YO10 4QE

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

iv. 25/00295/TCA | Repollard 1no. London Plane tree to previous points - tree works in a Conservation Area | Greenacres 136 Main Street Fulford York YO10 4PS

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

b. Ongoing planning matters:

- i. 20/01471/FULM | Change of use of 8 no. existing care home bungalows (Use Class C2) to 8 no. dwellinghouses where care is provided for residents (Use Class C3(b)) with construction of associated parking court and access driveway from Fulford Park | Royal Masonic Benevolent Institute Connaught Court St Oswalds Road York YO10 4Q.

Having declared an interest, Cllr. Urmston left the meeting during consideration of this item.

It was **NOTED** that the application could be decided by Committee B on 24 March and it was **RESOLVED** to send someone from the Parish Council to speak to Committee.

Cllr. Urmston returned to the meeting.

- ii) 24/01455/FUL| Variation of condition 2 of permitted application 23/01234/FUL to alter the approved plans and elevations|100 Main Street Fulford York YO10 4PS - Consider s.106

It was **RESOLVED** to write to the case officer as recommended by the Planning working group.

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

The LPA decided applications were **NOTED**.

24206.To receive and consider an update on matters pertaining to the Germany Beck Liaison Advisory Committee (LAC).

It was **NOTED** that the next meeting is scheduled for 10th March. It was not known whether a new Chair had been found to replace Richard Watson.

24207.To receive and consider any update on the Local Plan Examination (Phase 1) and decide on any necessary action.

It was **NOTED** that the Plan is expected to be adopted shortly, although it will probably need to be reviewed shortly thereafter. Once adopted, the green belt boundaries will be set and the policies will carry full weight.

24208.To receive and consider a report from the **Open Spaces** working group and decide on any necessary action to include:

- a. Allotments;
 - i. It was **NOTED** that two skips have been filled.
 - ii. It was **NOTED** that a site meeting between councillors and representatives from YACIO had taken place on 18 February. It was further **NOTED** that YACIO could provide options for allotment management arrangements and these were outlined.

It was **RESOLVED** to write to chair of the trustees of YACIO to indicate the Parish Council's interest in a lease with the stipulation that Fulford residents maintain priority on the waiting list, to consider the level of fees and duration of a lease.

- iii. It was **NOTED** that Cllr. Koprowska had seen an allotment tenant who had expressed concern about the condition of some of the allotments and Cllr. Koprowska had discussed this with her. It was **RESOLVED** to respond further in writing after the allotments meeting.

b. Fordlands Road;

- i. It was **NOTED** that the planting session of the 500 new trees had been very successful with approximately 70 helpers over the weekend. A plan for mowing of the field was considered and it was **RESOLVED** to contact Sleightholm with the proposed grass cutting plan for implementation from this year.

- ii. It was **RESOLVED** to mark out the Football pitch at a cost of £120 to improve identification of the perimeter.

- iii. It was **NOTED** that there has been an increase in dog fouling on Parish Council land and in the area more generally. It was also **NOTED** that litter continued to be an issue and that the number of bins in the area is low, particularly in the area around Germany Beck but that installation of new bins in the area was not CYC policy at present. It is understood that some bins may be relocated to more prominent areas to help alleviate this but this has yet to be implemented.

It was **RESOLVED** to use the website and Facebook page to provide information on social responsibilities, to raise awareness of volunteer opportunities, for signposting to encourage residents to report issues, to publicise positive actions that can be taken and amenities that are available as a means to promote better community engagement.

c. Parish Field School Lane;

It was **NOTED** that the second Verti Drain service has been carried out.

d. Play Equipment;

- i. It was **NOTED** that the most recent RoSPA inspection report and installation of a warning notice in the vicinity of the BMX track. A draft notice was circulated and it was **RESOLVED** to add 2 A5 notices as drafted in the vicinity of the track.

- ii. It was **NOTED** that two quotes had been received to restabilise the posts of legs of the slide on School Lane. It was **RESOLVED** to instruct Streetscape to proceed with the work.

- iii. News that that Mind Refresh Clean Team had generously agreed to donate 1.5 hours cleaning time towards cleaning the playground equipment was gratefully welcomed. It was **NOTED** that responses to an appeal for a team of volunteers/cleaning squad would be collated by the Clerk.

e. Village Green;

No reports were made and no action was deemed necessary.

f. Street Furniture;

It was **RESOLVED** to advertise for a Maintenance Assistant on Facebook and the website.

g. Trees.

No reports were made and no action was deemed necessary.

24209. To receive and consider a report from the **Social Hall** working group and decide on any necessary action to include:

a. Update on fundraising and community support and engagement;

Nothing to report but councillors agreed that further options for fundraising need investigation.

b. Update from 15 February Seed Swap & Composting event in association with Greener Cleaner Fulford;

It was **NOTED** that a history talk clashed with the event which did impact the numbers so future events would be arranged after checking other local events but those who attended enjoyed the talks and the baked goods.

c. To consider an update on plans for Phase 1;

It was **NOTED** that the updated quote from JMark had not increased significantly and therefore it was **RESOLVED** to proceed with the Phase 1. It was **NOTED** that Cllr. Koprowska and the Clerk had arranged a site visit with JMark to discuss details of the works and consider a start date.

d. To consider issues with heating systems to include consideration of quote for Hive installation.

It was **NOTED** that the heating at the Social Hall has been problematic over the past few months and had incurred over £1,000 in repairs since October with a further £400+ being required for an additional replacement part for the kitchen boiler. It was **NOTED** that the Clerk and Cllr. Koprowska are investigating alternatives to a replacement gas combi boiler pending the future renovation works for which funds are being sought and that radiant heaters may provide an intermediary solution.

It was **RESOLVED** to install HIVE in accordance with the quotation received in the sum of £589 + VAT to improve management of the thermostats for bookings at the hall and reduce energy consumption and costs. It was **NOTED** that HIVE is compatible with other heating systems should they be installed in future

- e. To consider the information and quote from Scribe for Scribe Bookings to help manage future Social Hall bookings.

It was **NOTED** that a facility for online bookings for the Social Hall would be beneficial for their management and may lead to an increase the number of bookings. It was **RESOLVED** to subscribe to a booking system from 1 April 2025 within a cost of £380 p.a. with the decision for the provider of the service to be delegated to the Clerk following use of a free trial with Hallmaster and its comparison with Scribe Bookings.

24210.To receive and consider any update from the **Fulford Climate and Ecological Emergency** Working Group and decide on any necessary action.

- a. It was **NOTED** that the 2020 strategy review is ongoing.
- b. It was **NOTED** that joint work with Open Spaces and Greener Cleaner Fulford accomplished the planting of 500 trees at Fordlands Road playing field.
- c. It was **NOTED** that the seed swap and composting event was an opportunity to engage local people in conversations about green issues and the Social Hall.
- d. It was **NOTED** that the CEEWG encouraged the new Chair of the Social Hall Working Group to explore funding opportunities for the Social Hall developments, as this is the Parish Council's major sustainability project at present. Consideration would be given to suggesting the project be broken down into further phases to make it more viable for funding applications e.g. one phase could e purely for insulation and changes to the heating system.
- e. It was **NOTED** that the Cemetery working group will be working on more relaxed mowing plans for the Cemetery to enhance biodiversity and improve habitat for wildlife. It was **RESOLVED** to arrange a Cemetery working group meeting to discuss the mowing plan.
- f. It was **NOTED** that the next CEEWG Meeting Monday 17 March 2025.

24211.To consider any updates or information resulting from recent **training** webinars and decide on any necessary action.

It was **NOTED** that the Clerk had attended a fire safety webinar and it was agreed to invite Advance Fire to meet with councillors at the Social Hall for training on fire alarm testing training.

24212. To consider exclusion of the press and public from the discussion of any aspect of items 24213 and 24214 by virtue of s.1(2) of the Public Bodies (Admission to Meetings) Act 1960.

It was **RESOLVED** to exclude of the press and public from the discussion of any aspect of items 24213 and 24214 by virtue of s.1(2) of the Public Bodies (Admission to Meetings) Act 1960.

The remaining member of the public left the meeting.

24213. To receive and consider a report from the **Cemetery** working group and Clerk and decide on any necessary action to include:

a. Update on the Cemetery accounts and year end forecast.

The forecast to the year end was considered and it was **NOTED** that there would be significant loss this financial year.

b. Update on the offer to City of York Council and consideration of related matters.

It was **NOTED** that CYC officers are preparing options and a business case to determine the next steps. Should there be an intention to take a public decision then this will be confirmed by Forward Plan entry and a date set for Executive consideration. It was further **NOTED** that Eilidh Carricker, the new Head of Corporate Customer Service will be involved in any proposals and she is hoping to arrange to visit the Cemetery with her deputy and the new crematorium manager in the last 2 weeks of March.

c. To consider any legal advice or quotations received.

It was **NOTED** that quotes have been received and it was agreed to **DEFER** any decision on instructions until further information is available from CYC.

24214. To receive and consider reports from the **HR** panel and Clerk and decide on any necessary action to include:

a. Approval of the Clerk's updated Contract of Employment for signature;

It was **RESOLVED** to approve the Clerk's updated Contract of Employment and Cllr. Koprowska signed the contract.

b. To consider holiday entitlement carry over requests.

It was **RESOLVED** to grant the requests.

It was **NOTED** that the Cemetery Superintendent's last working day would 14 March 2025 and it was agreed that the Clerk would organise signing of a card.

24215. To consider and propose any items for inclusion on the agenda for the next meeting. It was **NOTED** that Agenda items can be sent to the Clerk by email at any point until 26 March

24216.To confirm the date and time of the **next meeting**.

The next meeting of the Parish Council is scheduled for Wednesday 2nd April at 19:30. It was **NOTED** that a meeting of the Cemetery Committee will need to be convened.

The Chair closed the meeting at 21:32

Signed: Chair

Appendix 1

Correspondence Received

- a. General Correspondence
 - i) Deputy Mayor for Police Fire and Crime Update Email 4 February 2025;
 - ii) Local Plan Update Email dated 17 February 2025;
 - iii) Fordlands Road New Trees Emails From Residents;
 - iv) Emails expressing interest in councillor vacancies;
 - v) Practitioners' Guide 2024.
- b. NALC Correspondence:
 - i) Chief Executive's Bulletins dated 23 & 31 January, 6, 13 and 20 February.
 - ii) NALC Events Newsletter 4 February 2025.
- c. YLCA Correspondence at [News | Yorkshire Local Councils Associations \(yorkshirelca.gov.uk\)](https://www.yorkshirelocalcouncilsassociations.gov.uk) including:
 - i) YLCA Law & Governance Bulletin dated 31 January 2025;
 - ii) YLCA Branch Meeting Information 13 March 2025;
 - iii) YLCA White Rose Bulletins dated 27 & 31 January, 7 & 14 February.

Appendix 2

Delegated Powers Decisions

Decision taken 6 February: It is **RESOLVED** to replace the Parish Council laptop within a budget of £1,400.00.