

DUNNINGTON PARISH COUNCIL

Clerk: Mrs Jessica Bedford

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Chairman: Cllr Gill Shaw

Minutes of the meeting of Dunnington Parish Council held on the 13th February 2023 at 7.30pm in the Tower Room, St Nicholas Church, Church Street, Dunnington

Councillor Keith Anderson signed his declaration of acceptance of office following co-option onto the Parish Council

Present: Cllr Shaw (Chairman), Cllr Jackson, Cllr Ruston, Cllr Kay, Cllr Ford, Cllr Anderson, Cllr Brooks, Cllr Maggs, Cllr Dykes, Cllr Turnbull and the Clerk.

Cllr Rees-Gay arrived at the meeting after the start.

Ward Cllr M Warters attended.

One member of the public attended

16-23 FORMALITIES

16.1 To receive apologies for absence given in advance of the meeting.

Apologies were received from Cllr Swallow and Ward Cllr Rowley due to being away. Cllr Ruston advised that Cllr Thompson had sent apologies but details had not been received by the Clerk

16.2 To consider the approval of reasons given for absence.

It was resolved to approve the reasons given for absence to the Clerk

16.3 To receive and approve the Minutes of the Parish Council meeting held on the 9th January 2023

It was resolved to approve the minutes of the Parish Council meeting held on the 9th January 2023

16.4 To receive any declarations of interest under the Parish Council Code of Conduct or Members register of interests.

No declarations of interests were given.

16.5 To consider any written dispensation requests received by the Proper Officer

No dispensation requests were received

17-23 EXCLUSION OF PRESS AND PUBLIC

The Parish Council will resolve to exclude the press and public, from the meeting for any item where the publicity of the matter being prejudicial to the public interest or by reason of the confidential nature of the business to be transacted or for other special reasons.

It was resolved not to exclude the press and public from any item

18-23 PUBLIC PARTICIPATION

Any member of the parish may speak for up to 5 minutes on any matter on the agenda with the session lasting no more than 20 minutes.

No members of the public participated in the meeting

19-23 PRESENTATION FROM THE COMMUNITY ENGAGEMENT MANAGER, KCOM BROADBAND

To receive and consider details from the Community Engagement Manager, KCOM regarding upcoming broadband installations within Dunnington.

The community engagement manager was not available to attend the meeting.

It was resolved to defer the item to the March meeting.

It was resolved that the Parish Clerk will invite a KCOM representative to March Parish Council meeting and the Annual Parish meeting.

It was resolved that the Clerk will invite Andy Seymore, City of York Council to the March Parish Council and Annual Parish meeting.

It was resolved that the Clerk will ask local villages of their experiences of previous KCOM works.

It was resolved that Councillors will send any proposed questions for the session to the Clerk, who will pre advise the Community Engagement Manager.

20-23 POLICING

To receive and consider the monthly report from NYP and decide on any necessary action

The police reports from December and January were noted.

21-23 ANNUAL PARISH MEETING

To consider arrangements and agenda for the Annual Parish Meeting on the 21st March 2023

It was resolved that the Clerk will confirm the situation in relation to declarations of interest at the Annual Parish Meeting

The suggestions that were given for the agenda were a Chairmans report, Neighbourhood plan, H31, Dog bags, and the encampment on the A166.

It was resolved that the Parish Clerk will invite a representative from Barrett's to the meeting.

22-23 KINGS CORONATION – MAY 2023

To consider any Parish Council plans for the Kings Coronation weekend and implement a working group if required.

It was resolved that:

- The Clerk will book the Reading Rooms for the date.
- The Clerk will apply for a National Lottery Grant
- A working group will be set up comprising of Cllr Rees-Gay, Cllr Kay, Cllr Jackson and Cllr Shaw
- Cllr Dykes volunteered to help out on the day
- The Clerk will ask Elvington Parish Council how they obtained their big screen

23-23 YORK ROAD DUNNINGTON - REQUEST FOR 40MPH SPEED LIMIT

To consider recent City of York communications regarding the Parish Council request for a 40mph speed limit on York Road

It was resolved to invite Dave Atkinson, City of York Council to attend the April Parish Council meeting to update the Parish Council on this and other Highways matters.

24-23 LOCAL CYCLING AND WALKING INFRASTRUCTURE PLAN (LCWIP)

To consider appointing an attendee(s) to attend the SYSTRA Consultants, working on behalf of City of York Council sessions on the new local cycling and walking infrastructure plan.

It was resolved that Cllr Shaw will attend the online session on the 15th February 2023

25-23 GRANT/DONATION – CHERRY TREE COURT

To consider a request for a grant/donation to replace recently vandalised or stolen garden items.

It was resolved that the Parish Council would pass this request onto Jane Mowat at City of York Council at this time.

26-23 PARISH COUNCIL ADMINISTRATION

To consider the Parish Council insurance renewal for 23/24

It was resolved to defer the questionnaire to the Finance, Strategy and Audit Committees March meeting. Ther Clerk will advise the insurance company that a response cannot be provided until after the due date.

27-23 COMMITTEE/WORKING GROUPS

27.1 To receive and consider an update from the Neighbourhood plan group.

An update was received that the document is nearly ready and should be back from the consultants by the end of the week. It was proposed that the plan will then be sent to CYC for them to confirm it ticks all their boxes before the Parish Council move forward. It is the intention to go to consultation after Easter, depending on how long CYC take. It is proposed to add the plan to the website and print 100 copies which will be placed in public buildings around the village.

The Parish Council resolved to agree the proposals. The Clerk will confirm if the consultation can happen during the purdah period.

27.2 To receive and consider an update from the Playpark working group.

Cllr Jackson declared a non pecuniary interest in the PFA during the item and took no part in any vote.

An update was received that the PFA were unable to attend a face to face meeting. Cllr Dykes has drawn up a list of proposed terms for the Parish Council taking over the Playpark management and plans to share those with the PFA. A quote has been requested to draw up a new legal agreement with the PFA in relation to the park and rescind the previous lease.

The working group gave an update on the new safety flooring that is required and advised that the next inspection is in March

Cllr Dykes advised that the solicitor is going to look over the 99 year lease with the PFA and respond to the Parish Council.

27.3 To consider proposed cemetery fees for the 23/24 year.

It was resolved to accept the proposed fees for the 23/24 year

27.4 To receive and consider the allotment terms and conditions.

It was resolved to approve the allotment terms and conditions. The Parish Clerk will advice the plot holders at the time of the 23/24 rent invoices.

28-23 FINANCE AND CORRESPONDENCE

28.1 To receive and consider any quotes for work/services.

No quotes were received

28.2 To approve the payments presented.

It was resolved to approve the payments presented (Appendix 1)

28.3 To note the receipts presented for January.

It was resolved to note the receipts presented for January (Appendix 2)

28.4 To note the bank reconciliation for January.

It was resolved to note the bank reconciliation for January (Appendix 3)

28.5 To note the statement of reserves.

The statement of reserves was noted (Appendix 4)

29-23 PLANNING - Ongoing Applications

29.1 Former Storage Facility Site Derwent Valley Industrial Estate Dunnington York - 21/02601/FULM Erection of storage and distribution warehouse (Use Class B8) and office building including associated car parking, perimeter security fencing and new vehicular access from Chessingham Park

29.2 22/00557/FUL Hollytree Caravan Park Intake Lane Dunnington York Erection of information shed, wash/water shed and fenced bin storage area, installation of hard standing caravan access road.

29.3 22/00497/FUL Land to Rear Of Mars Centre Stamford Bridge Road Dunnington York Erection of storage and distribution building (Use Class B8) following the removal of telecommunications station

29.4 22/00759/FUL 1 Ashdale Road Dunnington York YO19 5NT Single storey side extension, dormers to front and rear.

29.5 22/00755/FUL 30 The Manor Beeches Dunnington York YO19 5PX Two storey side and single storey rear extension, and porch to front following demolition of garage.

29.6 22/01705/TCA Wheel Cottage 30 York Street Dunnington York YO19 5QT Crown reduce 2no. Conifer trees by 25% - tree works in a Conservation Area

29.7 22/01683/FUL OS Field 0040 Stamford Bridge Road Dunnington York Erection of a general purpose agricultural building

29.8 22/01729/FUL Millhouse Barn Elvington Lane Dunnington York YO19 5LD Two storey rear extension and balcony to existing single storey rear extension.

29.9 22/02146/FUL The Yews Stamford Bridge Road Dunnington York YO19 5LQ Conversion of agricultural buildings to create 4 no. dwellings. Creation of domestic curtilages. Conversion of pole barn to parking area. Single storey rear extension to Yew Cottage. Removal of agricultural buildings

30-23 PLANNING - New Applications

30.1 22/02524/FUL The Chestnuts 2 Pear Tree Lane Dunnington York YO19 5QF Two storey and single storey front extensions with new dormers to front and recladding of existing dormers to rear.

30.2 23/00172/FUL 9 Ox Calder Close Dunnington York YO19 5RJ Single storey side and rear extension

31-23 PLANNING - Decisions (COYC)

31.1 22/01814/FUL Os Field 2800 Eastfield Lane Dunnington York Variation of condition 2 (Approved Plans) of permitted application 20/01626/FULM to amend the internal

site layout including provision of electricity substation, and update several house types to gable roofs rather approved hipped versions **WITHDRAWN BY APPLICANT**

- 31.2 **22/02345/FUL Foxoak Business Park Common Road Dunnington York Erection of 2no. commercial units (mixed use classes E and B8) APPROVED**
- 31.3 **22/02076/FUL 19 York Street Dunnington York YO19 5PN Single storey rear extension with new exterior render APPROVED.**
- 31.4 **22/02459/FUL 14 Hunters Wood Way Dunnington York YO19 5RA Single storey rear extension APPROVED.**
- 31.5 **23/00003/TCA Grantchester Lodge 27 Common Road Dunnington York YO19 5NG Fell 1no. Cherry and 1no. Apple; crown reduce 1no. Silver birch and 1no. Cherry - tree works in a Conservation Area APPROVED**
- 31.6 **22/02588/FUL 27 Lime Tree Mews Dunnington York YO19 5SD Two storey side extension APPROVED.**

32-23 PLANNING ENFORCEMENT

32.1 Unauthorised encampment - A166

It was resolved that the Clerk will chase Neil Ferris at City of York again and request an update from Jane Mowat at City of York Council.

32.2 Costcutter opening hours change application

It was advised that City of York Council have asked them to return to their normal hours or submit a planning application

32.3 22/00505/ADV Unauthorised erection of advertising structure Roberts 66 Ltd Kilnfield House 45 Common Road Dunnington York

33-23 AOB

Appendix 1

**Dunnington Parish Council
PAYMENTS (AWAITING AUTHORISATION) LIST**

Voucher	Code	Date	Cheque No	Description	VAT Type	Net	VAT	Total
195	Maintenance - Millenium Garden	13/02/2023	103754	Flail Mowing	S	225.00	45.00	270.00
195	Ward Grant Expenditure - previous years funding	13/02/2023	103754	Flail Mowing	S	250.00	50.00	300.00
195	Pollinator Projects	13/02/2023	103754	Flail Mowing	S	200.00	40.00	240.00
198	In Bloom Expenditure	13/02/2023	103757	Leaflet Printing	S	225.00	45.00	270.00
197	IT - Equipment & Software Purchase	13/02/2023	103756	Accounts and Cemetery Software	S	492.48	98.50	590.98
201	IT - Equipment & Software Purchase	13/02/2023	103759	Microsoft Office	S	9.40	1.88	11.28
200	Office Expenses - Telephone	13/02/2023	103759	Mobile Phone	X	18.98		18.98
204	Net Salary - Clerk	13/02/2023	103760	Clerk Salary	X	1,272.41		1,272.41
196	Cemetery - Commercial Waste	13/02/2023	103755	Waste Collection	X	25.70		25.70
199	Room Hire	13/02/2023	103758	Room Hire	X	280.00		280.00
206	HMRC - Oncost (Employer)	13/02/2023	103761	Employer NIC	X	83.77		83.77
205	Employee NI contribution	13/02/2023	103761	Employee NI contribution	X	38.05		38.05
194	General Maintenance/Repairs	13/02/2023	103753	Verge Repairs	X	120.00		120.00
209	Neighbourhood Plan	13/02/2023	103762	Consultancy Fees	X	400.00		400.00
						3,640.79	280.38	3,921.17

Appendix 2

**Dunnington Parish Council
RECEIPTS LIST**

Voucher	Code	Date	Description	VAT Type	Net	VAT	Total
128	Cemetery Fees- Memorials	17/01/2023	Stonemason Permit	X	140.00		140.00
					140.00		140.00

Appendix 3

Dunnington Parish Council

Prepared by:

Date:

Name and Role (Clerk/RFO etc)

Approved by:

Date:

Name and Role (RFO/Chair of Finance etc)

**Bank Reconciliation at
30/01/2023**

Cash in Hand 01/04/2022

67,345.20

	ADD		
	Receipts 01/04/2022 - 30/01/2023		83,393.87
			150,739.07
	SUBTRACT		
	Payments 01/04/2022 - 30/01/2023		45,290.45
A	Cash in Hand 30/01/2023		105,448.62
	(per Cash Book)		
	Cash in hand per Bank Statements		
	Petty Cash	29/09/2022	0.00
	Investment Account	29/09/2022	21,126.79
	Barclays Premium Account	29/12/2022	2,051.56
	Barclays Saver Account	09/12/2022	31.37
	Barclays Current Account	30/12/2022	82,561.50
			105,771.22
	Less unrepresented payments		322.60
			105,448.62
	Plus unrepresented receipts		
B	Adjusted Bank Balance		105,448.62
	A = B Checks out OK		

Appendix 4

**Dunnington Parish Council
Reserves Balance
2022 - 2023**

<u>Reserve</u>	<u>OpeningBalance</u>	<u>Transfers</u>	<u>Spend</u>	<u>Receipts</u>	<u>CurrentBalance</u>
Capital					
In Bloom	4,993.42				4,993.42
Total	4,993.42				4,993.42
Earmarked					
Allotment Bonds	750.00			150.00	900.00
Election Contingency		3,000.00			3,000.00
PFA	17,867.50	1,000.00			18,867.50
Reading Rooms	4,500.00	500.00			5,000.00
Scouts	4,700.00	300.00			5,000.00
Cemetery	20,000.00	1,000.00			21,000.00
Dunnington through the ages	1,277.50	-100.00			1,177.50

Neighbourhood Plan Grant	3,155.10				3,155.10
Hassacarr Nature Reserve	1,720.40	350.00			2,070.40
Ward Grants		6,752.34	4,057.42		2,694.92
Playpark		4,980.00			4,980.00
Replacement Fencing - York Road		2,500.00			2,500.00
Legal Costs - Parish Assets/Planning etc		3,000.00			3,000.00
Christmas Decorations					0.00
Bus Stop Maintenance					0.00
Allotments					0.00
Tree & Hedge Maintenance					0.00
Total Earmarked	53,970.50	23,282.34	4,057.42	150.00	73,345.42
TOTAL RESERVE	58,963.92	23,282.34	4,057.42	150.00	78,338.84
GENERAL FUND					25,122.84
TOTAL FUNDS					103,461.68