

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 June 2022 at 7.30pm in the Tower Room, St Nicholas Church, Church Street, Dunnington

Present: Cllr Shaw (Chairman), Cllr Brooks, Cllr Jackson, Cllr Dykes, Cllr Swallow, Cllr Ford and the Clerk

Ward Cllr M Rowley attended.

96 FORMALITIES

96.1 To receive apologies for absence given in advance of the meeting

Apologies were received from Cllr Maggs , Cllr Rees-Gay, Cllr Thompson, Cllr Ruston, Cllr Turnbull and Cllr Kay

Apologies were also received from Ward Cllr M Warters

96.2 To consider the approval of reasons for absence

It was resolved to approve the reasons for absence

96.3 To receive and approve the Minutes of the Parish Council meetings held on the 9th and 19th May 2022

It was resolved to approve the Minutes of the Parish Council meetings and Annual Parish Council Meeting held on the 9th and 19th May 2022

96.4 To receive any declarations of interest

Cllr Brooks declared an interest in item 101.2 but unsure if a disclosable pecuniary interest

Cllr Dykes declared an interest in item 101.2

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

The proper officer received a dispensation request from Cllr Dykes in relation to item 101.2. It was resolved that a dispensation was already in place for this matter.

97 EXCLUSION OF PRESS AND PUBLIC

97.1 The Parish Council resolved not to exclude the press and public from any agenda item

98 PUBLIC PARTICIPATION

No members of the public were present

99 POLICE REPORT

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

The monthly police report was received
It was resolved to change the standing agenda item from Police Report to Policing

100 ANNUAL ACCOUNTS 2021-22

100.1 To receive and consider the annual internal audit report

The report was received, and it was resolved that the Finance, Strategy and Audit Committee will action and monitor any recommendations

100.2 To consider the annual governance statement

It was resolved to respond to all questions with yes, apart from question 9 which is not applicable

100.3 To consider the accounting statements, to include signing if approved

It was resolved to approve the accounting statements and they were signed by the Chairman and Clerk

100.4 If resolved to approve item 100.2 and 100.4. The Chairman and Clerk to sign the Annual Governance Statement and Chairman to sign the Accounting Statement

The Chairman and Clerk signed the Annual Governance Statements and the Accounting Statement

101 COMMITTEES/WORKING GROUPS

101.1 To receive and consider an update from the Queens Platinum Jubilee working group

The Parish Council wished to express a thank you to all organisers and volunteers. The event was a brilliant success.

101.2 To receive and consider and update from the Bull Balks working group

It was considered that a working group leader needs appointing. The working group suggested Cllr Turnbull but this will need confirming. It was suggested that the working group prepare a risk assessment.

It was resolved to take no further action until the sellers respond to the last communication.

101.3 To consider an update from the cemetery group

The Parish Council received an update. The cemetery groups next meeting is on the 20th June 2022. The Parish Clerk will write to Abbotts Memorials to obtain some further information. Ward Cllr Martin Rowley offered to become a member of the working group if required.

101.4 To consider approving the final list of the Parish Council Committees, Advisory Groups, Working Groups and Liaison Roles as noted in the previously circulated Paper

It was resolved to approve the Committees, Advisory Groups, Working Groups and Liaison Roles document

102 TRANSPORT STRATEGY FOR YORK

102.1 To consider the Parish Councils involvement in the transport strategy for York

It was resolved that the Parish Clerk will enquire whether someone can attend a future meeting to discuss areas specific to Dunnington. If it goes ahead then an open public meeting will be considered.

103 FINANCE AND CORRESPONDENCE

103.1 To receive full updated Accounts and Accruals to date for 2022/23

The Parish Council received updated accounts and accruals as shown at appendix 1

103.2 To note the receipts presented and approve the payments presented for authorisation

It was resolved to approve all cheques to be signed and the approved cheque list showing two signatures by two Councillors as shown at appendix 2

103.3 To consider introducing a nominal annual Chairmans allowance

It was resolved to put in place a chairmans allowance of £250 per annum. Payments will be authorised through the procedures as laid out within the Parish Council financial regulations

103.4 Correspondence

A recent resident communication regarding graffiti at the playpark was discussed. It was resolved to pass the details onto the activity park working group.

A recent resident communication regarding an overgrown footpath was discussed. It was resolved that Cllr Dykes will look into the matter.

A discussion took place regarding recent communications about the York Local Plan phase 3 hearings. It was resolved to submit previous responses again and to register Cllr Shaw and Cllr Dykes to attend the hearings and speak.

104 PLANNING - Ongoing Applications

104.1 Laurentide Common Lane Dunnington York YO19 5LS - Raising of roof with hip to gable roof extensions to sides, front and rear; single storey front and rear extensions, 3no. rooflights to front and 2no. rooflights to rear

104.2 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

104.3 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

104.4 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

- 104.5 **22/00669/FUL 6 Petercroft Lane Dunnington York YO19 5NQ Single storey side and rear extensions after demolition of existing garage**
- 104.6 **21/00750/FUL Lodge Farm Hull Road Dunnington York YO19 5LR Variation of conditions 1 and 9 of permitted application 21/00750/FUL to alter bat loft**
- 104.7 **22/00759/FUL 1 Ashdale Road Dunnington York YO19 5NT Single storey side extension, dormers to front and rear**
- 104.8 **22/00770/FUL Undergate Farm York Road Dunnington York YO19 5QJ Conversion of and extension to existing outbuilding to form 1no. residential annex, and works to existing garage/outbuilding (retrospective)**
- 104.9 **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**
- 104.10 **22/00784/FUL Applegarth 26 Water Lane Dunnington York YO19 5NS Single storey rear extension after demolition of existing conservatory, erect storage shed to rear of garden, install porch to front, remove kitchen window and replace with bi-fold doors, remove existing back door and insert new window in reduced opening**

105 PLANNING - New Applications

- 105.1 **22/00967/FUL 8 Church Street Dunnington York YO19 5PW Two storey and single storey rear extension with partial demolition of garage**
- 105.2 **22/01003/TCA 18 Garden Flats Lane Dunnington York YO19 5NB Fell 3no. Lawson Cypress trees in a Conservation Area.**
- 105.3 **22/00882/FUL Ashfield Holiday Cottages and Touring Caravan Park Hagg Lane Dunnington York YO19 5PE Conversion of two cottages to form one dwelling with two storey front extension, raising of ridge height, alterations to single storey side and rear extensions and new porch (revised scheme to add single storey rear extension to sun-room and changes to fenestration).**
- 105.4 **22/00980/FUL Santosa 33 Kerver Lane Dunnington York YO19 5SL Single storey rear extension after removal of conservatory**
- 105.5 **22/01079/FUL The Old Fold Yard Water Lane Dunnington York YO19 5NP Proposed first floor, hipped roof extension built over an existing single storey rear extension to form a new master bedroom suite. Replace an existing conservatory to allow for a proposed single storey flat roof rear extension New front entrance Porch / Canopy and general internal alterations.**
- 105.6 **22/01194/TPO 18 Garden Flats Lane Dunnington York YO19 5NB Fell group of Ash trees; remove 2no. stems from Sycamore; remove 1no. stem from Sycamore; remove 2no. branches from Sycamore - works to trees protected by Tree Preservation Order no.CYC373.**

106 PLANNING - Decisions (COYC)

- 106.1 **22/00591/FUL 76 Horsfield Way Dunnington York YO19 5RH Variation of condition 2 of permitted application 21/01808/FUL to decrease size of rear extension APPROVED**

106.2 **22/00341/FUL 18 Garden Flats Lane Dunnington York YO19 5NB Single storey side extension APPROVED**

107 PLANNING ENFORCEMENT

107.1 Unauthorised encampment - A166

It was noted that Cllr Shaw has not received a response to her recent Freedom of Information request to City of York Council. Julian Sturdy MP has sent a communication to City of York Council regarding the matter following Parish Council attendance at his recent open surgery.

Ward Cllr Rowley informed the Parish Council that the local conservative party will be arranging a petition on the matter which will be posted out to residents. It was resolved that the Parish Council will send their own response to North Yorkshire Police following Julian Sturdy's recent email. Cllr Dykes will draft the response in conjunction with the Police Liaison working group.

108 AOB

It was noted that Costcutter has applied for permission to amend their opening hours retrospectively. It will be added to future planning sections of the agenda for monitoring.

Cllr Shaw provided an update that she attended the recent PROW inquiry held within the village. A decision will be made and announced in due course.

Cllr Shaw and Dykes provided an update in relation to the Methodist Church. The Church did approach Cllr Shaw last year to discuss the possibilities of keeping the Church open and Parish Council involvement Cllr Shaw and Cllr Dykes met with the Church to gain some information for inclusion on a Parish Council agenda. The Church didn't have the required information and could not answer any relevant questions to enable the Parish Council to be able to consider the matter.

Next Meeting Monday 11th July 2022 at 7.30pm at the Tower Room, St Nicholas Church, Dunnington

Appendix 1

Dunnington Parish Council PAYMENTS LIST

Voucher	Code	Date	Description	VAT Type	Net	VAT	Total
75	Pension Oncost (Employer) - Clerk	10/05/2022	Pension	X	46.25		46.25
49	IT - Communications	19/05/2022	Zoom	S	11.99	2.40	14.39
50	Grass Cutting - Parish Council Open Spaces	19/05/2022	Grass Cutting	S	234.60	46.92	281.52
51	Cemetery - Grass Cutting	19/05/2022	Grass Cutting	S	140.76	28.16	168.92
41	Queens Jubilee Event (Lottery Grant)	19/05/2022	Event Entertainment	X	200.00		200.00
47	Queens Jubilee Event (Lottery Grant)	19/05/2022	Entertainment	X	500.00		500.00
48	Room Hire	19/05/2022	Room Hire	X	45.00		45.00
52	Queens Jubilee Event (Lottery Grant)	31/05/2022	DJ	X	220.00		220.00
53	Queens Jubilee Event (Lottery Grant)	31/05/2022	Enter	S	258.33	51.67	310.00
27	Queens Jubilee Event (Lottery Grant)	31/05/2022	Music - Jubilee	X	220.00		220.00
54	In Bloom Expenditure	06/06/2022	Lawnmowers	S	898.34	179.67	1,078.01
55	Allotment - Grass/Hedge Cutting	06/06/2022	Petrol	S	20.62	4.12	24.74
56	Ward Grant Expenditure	13/06/2022	Windows and Doors	S	3,180.42	636.08	3,816.50
66	IT - Equipment & Software Purchase	13/06/2022	Zoom	S	11.99	2.40	14.39
67	Payroll Services	13/06/2022	Payroll Services	S	65.10	13.02	78.12
72	Grass Cutting - Parish Council Open Spaces	13/06/2022	Grass Cutting	S	234.60	46.92	281.52
73	Cemetery - Grass Cutting	13/06/2022	Grass Cutting	S	70.38	14.08	84.46
26	Queens Jubilee Event (Lottery Grant)	13/06/2022	Balloons - Jubilee	X	90.00		90.00
59	Queens Jubilee Event (Lottery Grant)	13/06/2022	Face Painting - Jubilee	X	15.00		15.00
61	GDPR and Data Protection	13/06/2022	ICO Fees	X	40.00		40.00

62	Queens Jubilee Event (Lottery Grant)	13/06/2022	Refreshments	X	45.00	45.00	
63	Annual Reserves Contribution - PFA	13/06/2022	Contribution	X	2,000.00	2,000.00	
64	Allotment - Water	13/06/2022	Water Services	X	11.48	11.48	
65	In Bloom Expenditure	13/06/2022	In Bloom Expenditure	X	60.00	60.00	
68	Net Salary - Clerk	13/06/2022	Salary	X	1,448.42	1,448.42	
69	Office Expenses - Stationery and Postage	13/06/2022	Clerk Expenses	X	22.25	22.25	
70	Office Expenses - Telephone	13/06/2022	Clerk Expenses	X	30.13	30.13	
71	IT - Equipment & Software Purchase	13/06/2022	Clerk Expenses	X	11.28	11.28	
74	Queens Jubilee Event (Lottery Grant)	13/06/2022	Decorations	X	30.00	30.00	
57	Cemetery - Water	13/06/2022	Water Services	Z	5.31	5.31	
58	Allotment - Water	13/06/2022	Water Services	Z	29.02	29.02	
					10,196.27	1,025.44	11,221.71

Dunnington Parish Council RECEIPTS LIST

Voucher	Code	Date	Description	VAT Type	Net	VAT	Total
78	In Bloom Donations	10/05/2022	Donation	X	20.00		20.00
66	Cemetery Fees- Memorials	16/05/2022	Stonemason Permit	X	130.00		130.00
67	In Bloom Donations	17/05/2022	In Bloom Donation	X	10.00		10.00
69	Cemetery Fees - Burial Rights Purchase	31/05/2022	Cemetery Plot Purchase	X	490.00		490.00
70	Cemetery Fees- Memorials	31/05/2022	Stonemason Permit	X	140.00		140.00
71	Queens Jubilee Event (Lottery Grant)	31/05/2022	Donation	X	70.00		70.00
72	Rent	07/06/2022	Allotment Rent	X	50.00		50.00
73	In Bloom Donations	07/06/2022	Donation	X	25.00		25.00
74	In Bloom Donations	07/06/2022	Donation	X	250.00		250.00
					1,185.00		1,185.00

Appendix 2

Dunnington Parish Council

PAYMENTS (AWAITING AUTHORISATION) LIST

Voucher	Code	Date	Description	Supplier	VAT Type	Net	VAT	Total
56	Grants - Ward Grants	13/06/2022	Windows and Doors	Lowther Aluminium Systems	S	3,180.42	636.08	3,816.50
66	IT - Equipment & Software Purchase	13/06/2022	Zoom	David Swallow	S	11.99	2.40	14.39
67	Payroll Services	13/06/2022	Payroll Services	Autela Payroll Services	S	65.10	13.02	78.12
72	Grass Cutting - Parish Council Open Spaces	13/06/2022	Grass Cutting	Aspects Horticultural Services Ltd	S	234.60	46.92	281.52
73	Cemetery - Grass Cutting	13/06/2022	Grass Cutting	Aspects Horticultural Services Ltd	S	70.38	14.08	84.46
26	Queens Jubilee Event (Lottery Grant)	13/06/2022	Balloons - Jubilee	Balloons Above	X	90.00		90.00
59	Queens Jubilee Event (Lottery Grant)	13/06/2022	Face Painting - Jubilee	Zoe Rees-Gay	X	15.00		15.00
61	GDPR and Data Protection	13/06/2022	ICO Fees	Information Commissioners Office	X	40.00		40.00
62	Queens Jubilee Event (Lottery Grant)	13/06/2022	Refreshments	Zoe Rees-Gay	X	45.00		45.00
63	Annual Reserves Contribution - PFA	13/06/2022	Contribution	PFA	X	2,000.00		2,000.00
64	Allotment - Water	13/06/2022	Water Services	Yorkshire Water	X	11.48		11.48
65	In Bloom Expenditure	13/06/2022	In Bloom Expenditure	Mike White	X	60.00		60.00
68	Net Salary - Clerk	13/06/2022	Salary	Parish Clerk	X	1,448.42		1,448.42
69	Office Expenses - Stationery and Postage	13/06/2022	Clerk Expenses	Parish Clerk	X	22.25		22.25
70	Office Expenses - Telephone	13/06/2022	Clerk Expenses	Parish Clerk	X	30.13		30.13
71	IT - Equipment & Software Purchase	13/06/2022	Clerk Expenses	Parish Clerk	X	11.28		11.28
74	Queens Jubilee Event (Lottery Grant)	13/06/2022	Decorations	Zoe Rees-Gay	X	30.00		30.00
57	Cemetery - Water	13/06/2022	Water Services	Business Stream	Z	5.31		5.31
58	Allotment - Water	13/06/2022	Water Services	Business Stream	Z	29.02		29.02
Total						7,448.38	722.10	8,170.48