

## **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 12<sup>th</sup> December 2022 at 7.30pm in the Tower Room, St Nicholas Church, Church Street, Dunnington**

**Present:** Cllr Shaw (Chairman), Cllr Maggs, Cllr Dykes, Cllr Brooks Cllr Rees-Gay, Cllr Jackson, Cllr Ford, Cllr Kay and the Clerk

Ward Cllr M Warters and Ward Cllr M attended.

#### **192 FORMALITIES**

##### **192.1 To receive apologies for absence given in advance of the meeting**

Apologies were received from Cllr Thompson and Cllr Swallow due to illness, Cllr Turnbull – holiday and Cllr Ruston – family commitments

##### **192.2 To consider the approval of reasons given for absence**

It was resolved to approve the reasons for absence

##### **192.3 To receive and approve the Minutes of the Parish Council meeting held on the 14<sup>th</sup> November 2022**

It was resolved to approve the minutes of the Parish Council meeting held on the 14<sup>th</sup> November 2022

##### **192.4 To receive any declarations of interest under the Parish Council Code of Conduct or Members register of interests**

Cllr Jackson declared an interest in item 195 as a trustee of the PFA

##### **192.5 To consider any written dispensation requests received by the Proper Officer**

None received

#### **193 EXCLUSION OF PRESS AND PUBLIC**

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

#### **194 PUBLIC PARTICIPATION**

One member of the public spoke on item 195 and the PFA/Sports club.

#### **195 PLAYPARK**

##### **To consider the proposal sent to the PFA regarding the playpark and any required alterations**

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

It was resolved that Cllr Rees-Gay will attend the January PFA meeting as the Parish Council PFA representative

#### **196 POLICING**

##### **To receive and consider the monthly report from NYP and decide on any**

**necessary action**

The Parish Council noted the one item on the November police monthly report

**197 2023**

**To consider the 2023 Parish Council and Annual Parish meeting dates**

It was resolved to approve the 2023 Parish Council dates and that the Annual Parish meeting will be held on the 21<sup>st</sup> March 2023.

It was resolved that the Annual Parish Meeting agenda will be included on February 2023 Parish Council Meeting agenda

**198 YORK ROAD - GRASS VERGE PATH CUTTING**

**To consider a quote for cutting a path in the grass, down the verge, every 3 weeks across spring/summer**

It was resolved to defer this item to the January agenda.

It was resolved that the Parish Clerk will continue to chase Highways at City of York Council to ascertain why they no longer cut it.

It was resolved that the Parish Clerk will check if it has been added to the double taxation claim.

**199 BUS REAL TIME DISPLAYS**

**To consider locations within Dunnington Parish for Bus Stop Real Time Displays**

It was resolved to respond to City of York's request for suggestions with the following bus stops:

1. Hull Road
2. Reading Rooms (Stamford Bridge side)
3. York Street (Bistro 66)
4. York Street (Hull Road side of village)

**200 PARISH CLERK**

**To consider the recommendations from the Finance Committee on the NALC salary agreement for the 22/23 financial year**

It was resolved to approve the recommendations from the Finance Committee on the NALC salary agreement for the 22/23 financial year

**201 VILLAGE FLYER**

**To consider a flyer advising residents what the Parish Council has completed in 2022 and what plans we have going forward.**

Following a discussion, it was resolved that Cllr Shaw will send out a final version for agreement and will look to distribute it in January through The Wolds magazine or The Grapevine. The flyer will incorporate the date of the annual parish meeting.

It was resolved to approve costs of £105 per 1000 for double sided A5 leaflets and £35.00 per 600 houses, delivery costs.

- 202 SCOREBY POACHING PROJECT MEETING**  
**To consider appointing a Parish Council representative to attend upcoming meetings**  
It was resolved that Cllr Rees-Gay will attend as Police liaison along with Cllr Kay
- 203 PUBLIC FOOTPATH DUNNINGTON 22 MODIFICATION ORDER 2021 - PROW/3303087**  
**To receive and consider a response from the planning inspectorate**  
It was resolved that the Parish Council will continue to support the application and attend the local inquiry in 2023
- 204 RIGHTS OF WAY**  
**To consider an existing right of way and ownership**  
It was resolved that Councillor Shaw will wait for response from City of York Council. If the response is not satisfactory then the Clerk will write a letter to the landowner for City of York Council to pass on.
- 205 TREE MAINTENANCE PLAN PROGRAMME**  
**To consider the timings of phase 2 and phase 3 of the maintenance programme**  
It was resolved to complete phase 3 works within the 23/24 financial year
- 206 BUDGET SETTING 2023/24**  
**To consider the budget for the 2023/24 financial year including the additional playpark expenditure requirements**  
Following a discussion, it was resolved that Councillors will send any feedback to the Clerk before the 4<sup>th</sup> January for the next Finance, Strategy and Audit committee meeting.  
It was resolved that the Clerk will obtain a copy of last years accounts for the PFA
- 207 USE OF IMAGES/COPYRIGHT ISSUES**  
**To consider a copyright issue relating to a picture used within a website news story**  
Following a discussion, it was resolved to take the first advice option from the NALC solicitors of taking no further action
- 208 COMMITTEES/WORKING GROUP MATTERS**  
**208.1 To consider adopting the updated allotment terms and conditions.**  
It was resolved to defer this item to a later date
- 209 FINANCE AND CORRESPONDENCE**  
**209.1 To note and consider the conclusion of external audit**  
The conclusion of external audit was noted

**209.2 To receive and consider any quotes for work/services**

No quotes were received

**209.3 To approve the payments presented**

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

**209.4 To note the receipts presented for October**

The receipts presented were noted (Appendix 2)

**209.5 To note the bank reconciliation for October**

The bank reconciliation was noted (Appendix 3)

**209.6 To note the statement of reserves**

The statement of reserves was noted (Appendix 4)

**210 PLANNING - Ongoing Applications**

**210.1 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**

**210.2 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**

**210.3 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**

**210.4 22/00759/FUL 1 Ashdale Road Dunnington York YO19 5NT Single storey side extension, dormers to front and rear**

**210.5 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**

**210.6 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**

**210.7 22/01683/FUL OS Field 0040 Stamford Bridge Road Dunnington York Erection of a general purpose agricultural building**

**210.8 22/01729/FUL Millhouse Barn Elvington Lane Dunnington York YO19 5LD Two storey rear extension and balcony to existing single storey rear extension**

**210.9 22/01989/FUL Os Field 2800 Eastfield Lane Dunnington York Variation of condition 13 (Working Hours) of permitted application 20/01626/FULM to revise working hours**

**210.10 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**

**210.11 22/02076/FUL 19 York Street Dunnington York YO19 5PN Single storey rear extension with new exterior render**

**210.12 22/02240/TCA Wold View 18 Church Street Dunnington York YO19 5PW  
Crown reduce and thin by 30% 1no. Holly and 1no. Maple - tree works in a  
Conservation Area**

**210.13 22/02247/TCA 20 Church Street Dunnington York YO19 5PW Crown lift by 4m  
from ground level and prune 1no. tree in a Conservation Area**

**211 PLANNING - New Applications**

**211.1 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**

**211.2 22/02345/FUL Foxoak Business Park Common Road Dunnington York Erection  
of 2no. commercial units (mixed use classes E and B8)**  
Eastfield Lane, construction plan, it was resolved to respond to any  
communications over the Christmas period with the date of the next meeting  
and a request for a response extension if required.

**212 PLANNING - Decisions (COYC)**

**213 PLANNING ENFORCEMENT**

**214.1 Unauthorised encampment - A166**

**214.2 Costcutter opening hours change application**

**214 AOB**

The dog waste bin outside the pizza shop was discussed.

Next Meeting: 9<sup>th</sup> January 2023 at 7.00pm The Tower Room, St Nicholas Church,  
Dunnington

Appendix 1

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

Voucher	Code	Date	Minute	Cheque No	Description	VAT Type	Net	VAT	Total
175	Cemetery - Phase 2 Development	05/12/2022		103741	Phase 2 works	S	180.00	36.00	216.00
177	Net Salary - Clerk	12/12/2022		103742	Clerk Salary	X	634.36		634.36
181	IT - Equipment & Software Purchase	12/12/2022		103743	Microsoft Office	S	9.40	1.88	11.28
180	Office Expenses - Telephone	12/12/2022		103743	Mobile Phone	X	18.98		18.98
182	Allotment - Water	12/12/2022		103744	Water	X	34.36		34.36
183	In Bloom Expenditure	12/12/2022		103745	Equipment Repairs	X	150.00		150.00
184	Christmas Decorations	12/12/2022	FSAC Dec meeting	103746	Christmas Tree Supply	X	714.00		714.00
185	Christmas Decorations	12/12/2022	FSAC Dec meeting	103746	Christmas Tree Installation	X	250.00		250.00
							<b>1,991.10</b>	<b>37.88</b>	<b>2,028.98</b>

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

Voucher	Code	Date	Cheque No	Description	Net	VAT	Total
186	Christmas Decorations	12/12/2022	103747	Batteries - Christmas Lights	15.00	3.00	18.00
					<b>15.00</b>	<b>3.00</b>	<b>15.00</b>

Appendix 2

Dunnington Parish Council

RECEIPTS LIST

Voucher	Code	Date	Receipt No	Description	VAT Type	Net	VAT	Total
112	Cemetery Fees - Burial Rights Purchase	09/11/2022	100441	Cemetery Plot Purchase	X	915.00		915.00
113	Cemetery Fees - Interments	09/11/2022	100441	Interment Fee	X	270.00		270.00
115	Cemetery Fees - Burial Rights Purchase	09/11/2022	100436 and 100442	Cemetery Plot Purchase	X	25.00		25.00
116	Cemetery Fees - Interments	09/11/2022	100442	Interment Fee	X	270.00		270.00
117	Cemetery Fees- Memorials	09/11/2022	100442	Stonemason Permit	X	140.00		140.00
114	Cemetery Fees - Interments	09/11/2022	100442	Interment Fee	X	270.00		270.00
118	VAT Refund	23/11/2022	VAT Refund	VAT Refund	R		10,407.52	10,407.52
						<b>1,890.00</b>	<b>10,407.52</b>	<b>12,297.52</b>

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  
29/11/2022**

Cash in Hand 01/04/2022 67,345.20

**ADD**

Receipts 01/04/2022 - 29/11/2022 78,509.72

145,854.92

**SUBTRACT**

Payments 01/04/2022 - 29/11/2022 41,972.74

**A Cash in Hand 29/11/2022 103,882.18**  
(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	29/09/2022	2,050.42	
Barclays Saver Account	29/09/2022	31.36	
Barclays Current Account	28/10/2022	80,996.53	
			<b>104,205.10</b>
Less unpresented payments			322.92
			103,882.18
Plus unpresented receipts			
<b>B Adjusted Bank Balance</b>			<b>103,882.18</b>

**A = B Checks out OK**

Appendix 4

**Dunnington Parish Council  
Reserves Balance up to 30th Nov 2022  
2022 - 2023**

<u>Reserve</u>	<u>OpeningBalance</u>	<u>Transfers</u>	<u>Spend</u>	<u>Receipts</u>	<u>CurrentBalance</u>
<b>Capital</b>					
In Bloom	4,993.42				4,993.42
<b>Total</b>	<b>4,993.42</b>				<b>4,993.42</b>
<b>Earmarked</b>					
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			3,000.00			3,000.00
<b>Total</b>	<b>Earmarked</b>	<b>53,970.50</b>	<b>15,802.34</b>	<b>4,057.42</b>	<b>150.00</b>	<b>65,865.42</b>
<b>TOTAL RESERVE</b>		<b>58,963.92</b>	<b>15,802.34</b>	<b>4,057.42</b>	<b>150.00</b>	<b>70,858.84</b>
<b>GENERAL FUND</b>						33,013.84
<b>TOTAL FUNDS</b>						103,872.68