

DUNNINGTON PARISH COUNCIL

Clerk: Mrs Jessica Bedford

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Chairman: Cllr Gill Shaw

Minutes of the Ordinary meeting of Dunnington Parish Council held on the 12th June 2023 at 7.30pm in the Tower Room, St Nicholas Church, Church Street, Dunnington

Cllr Anderson and Cllr Kay signed their declaration of acceptance of office before the meeting started.

Present: Cllr Ruston (Vice Chairman), Cllr Maggs, Cllr Dykes, Cllr Rowley, Cllr Jackson, Cllr Ruston, and the Clerk. Cllr Shaw arrived later.

Ward Cllr Mark Warters attended.

One member of the public attended.

Cllr Pavlovic and Dave Atkinson from City of York Council attended.

23.111 FORMALITIES

- a. To receive apologies and approve reasons for absence**
Apologies were received from Cllr Kay (work commitments), Cllr Anderson (work commitments), Cllr Thompson (away), Cllr Rees-Gay (work commitments), Cllr Ford (work commitments) and Cllr Swallow (family commitments).
It was RESOLVED to approve the reasons for absence.
- b. To approve the Minutes of the Annual & Ordinary Parish Council meeting held on the 9th May 2023.**
It was RESOLVED to approve the minutes of the Annual & Ordinary Parish Council meeting held on the 9th May 2023.
- c. To receive any declarations of interest and approve any dispensation requests**
(It is a requirement in law, Localism Act (2011, s31) that Council members declare any Disclosable Pecuniary Interest)
Cllr Jackson declared an interest in anything relating to the PFA as a PFA trustee.

23.112 EXCLUSION OF PRESS AND PUBLIC

To consider whether any agenda item requires the exclusion of the press and public.
(The committee 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)

This item was not covered.

Cllr Shaw arrived and took over as Chairman

23.113 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.

None

23.114 CITY OF YORK COUNCIL – EXECUTIVE MEMBER FOR HOUSING, COMMUNITY SAFETY AND COMMUNITY COHESION

To receive an update from Cllr Pavlovic on the Noddle Hill unauthorised encampment.

Cllr Pavlovic informed the Parish Council that he has read the paper from the decision session held on the 14th March 2023. A confidential annex was also part of the session paperwork, and he hasn't had sight of that yet.

He apologised that he could not offer a solution at this evening's meeting but wanted to establish the issues and the Parish Councils opinions around the matter so that he can advise officers and request that they look at possible solutions.

The Parish Council felt that the resolution of the March decision session would resolve the matter and requested assurance that the decision will be honoured.

Cllr Pavlovic explained that the resolution is dependent on the development of an alternative site within the local plan and actioned by developers and that these would be included within planning conditions.

The Parish Council questioned the level of time that this resolution will take to action. Cllr Pavlovic could not comment on whether any timelier options will be possible until he has been able to read the confidential decision session annex.

The Parish Council raised the lack of involvement and updates from City of York Councils, Housing team, at every stage and raised the need for them to be heavily involved in the process of seeking a solution.

It was RESOLVED that Cllr Pavlovic will investigate the matter and provide a written statement to the Parish Council before the next meeting, to be held on the 10th July 2023. This will be followed by quarterly written updates.

The Parish Council asked to speak with Cllr Pavlovic about ongoing issues within Cherry Tree Court housing site.

The Parish Council presented details of the history and ongoing issues. They also raised concerns about housing management in general and effective monitoring of issues.

Cllr Pavlovic advised that he will look into how, why, who and what outcome officers are looking to achieve. He committed to find out what the issues are and how extensive the problem is.

It was RESOLVED that Cllr Pavlovic will provide a written statement for the next Parish Council meeting to be held on the 10th July 2023

23.115 CITY OF YORK COUNCIL – HEAD OF HIGHWAYS AND TRANSPORT

To receive an update from Dave Atkinson on Highways and Transport matters affecting Dunnington residents.

Dave Atkinson apologised for the length of time that has passed since his last attendance.

He confirmed that:

- Cllr Kilbane is now the new Executive Member for Transport
- His team will find some capacity to investigate decluttering street signage.
- That he will investigate the village VAS signs that are currently not working.

- That he will investigate the pedestrian verge path which was historically cut into York Road and the reason for its cancellation.

Dave Atkinson provided the following updates:

(1) Closure of Eastfield Lane at junction with Stamford Bridge Road.

- He will obtain an update from his team.
- The Parish Council confirmed that this matter needs to be addressed and cannot wait until after the Housing developer submits their construction plan.

(2) Introduction of 20 mph speed restriction in village.

- This matter will go to the next available decision session which is in September.
- The Parish Council sought clarification on the details that will be presented to the session as they have not been provided with any details.
- Dave will send the Parish Council details before the decision session.

(3) Introduction of one-way system on Church Lane at junction with Church Street.

- This matter will go to the next available decision session in September with a recommendation to go to consultation.
- An alternative suggestion of installing a chicane onto York Street was given by Cllr Shaw.
- Dave Atkinson advised that he would need to investigate that to establish how it would affect Church Lane.

(4) Proposed cycle path on York Road.

- A wider consultation will now be held on the Local Cycling and Walking Infrastructure plan, but there are no dates set yet. The Parish Council will be able to make representations at that stage.
- The Local Cycling and Walking infrastructure plan is legally mandated to obtain national funding for the projects. How the plan is arrived at is at the discretion of the Local Authority.
- Due to the speed limit on the road, only a segregated cycle lane could be installed.

(5) Reduction of speed limit on York Road and on various sections of A1079.

- He advised that the Parish Councils representations to reduce speed limits were taken seriously and assessed. The Police also did not support a reduction in the limit.
- He noted concerns that dropping the speed limit on York Road could create a false sense of security for cyclists, not actually reduce vehicle speeds and then become an enforcement issue.
- He suggested the Parish Council consider Urban Cycling Training as success has been achieved with it in other areas.

23.116 POLICING

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

The monthly report from NYP was noted.

23.117 COMMITTEES & WORKING GROUPS

- a. **To consider terms of reference for the footpath group, communication group and the police liaison Group**

It was RESOLVED to approve the footpath and police liaison terms and conditions which will be put into the same format by the Clerk.

The Parish Clerk will distribute some information on scheme of delegation and the legalities of groups versus committees.

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

The Parish Council received an update that the group met with City of York Council on 31st May 2023. They gave some feedback on the way some information has been presented.

The planning consultant will update the plan.

City of York Council asked that the village design statement is updated at the same time.

The Parish Clerk will look for a word copy of the document.

The group are aiming to go to consultation in the Autumn.

c. To consider herbicide use within the cemetery

It was RESOLVED to arrange a meeting with the current contractor to discuss the 3-year specification. Cllr Rowley to action.

23.118 LICENSING

To consider a street trading application for the A1079 layby near Hull Road, Dunnington, opposite the Windmill Pub.

Operating Monday to Sunday between the hours of 7:00am and 2:00pm

It was RESOLVED that the Parish Council would have no objections with the following elements to be noted by City of York Council:

- Who is responsible for the litter generated?
- Will accessibility into farmers fields be maintained at all times?
- An expression of highway safety concerns as this would be on a 60mph stretch of the carriageway and there will be an increase in traffic trying to pull onto the road. The Parish Council has previously requested a reduction to 40mph on that section which was unsuccessful.

23.119 LAND & BUILDINGS

a. To consider applying for a grant application for works to the Scouts Hut Building.

It was RESOLVED to agree the works as long as they do not come out of Parish Council funds. It was agreed to pursue grant options or failing that consider the buildings reserve funds.

b. To receive and consider an update on the PC and PFA lease, to include the playpark.

The Parish Council received an update that the solicitor suggested all the requested details should go into the new lease. A quote from the solicitor has not yet arrived for consideration.

It was proposed that a steering group be formed of 2/3 Parish Council and 2/3 PFA members to see the project through to completion.

It was RESOLVED that Cllr Shaw will join Cllr Dykes on the group.

c. To consider a proposal from GIG regarding the use of funds from Garden Trees Scheme for trees/hedges for the benefit of the community.

It was RESOLVED to defer this item until the GIG group would like to represent it.

d. To consider a quote for a pathway at Julia's Garden.

As no quote had been received, it was RESOLVED to defer this item.

23.120 FOOTPATHS & HIGHWAYS

- a. **To consider the Dunnington 22 Modification Order 2021 inquiry to be held on the 11th July 2023**
It was RESOLVED that Cllr Dykes will attend the pre inquiry meeting on the 16th June 2023.
It was RESOLVED that Cllr Dykes and possibly Cllr Shaw will attend the inquiry on the 11th July 2023
- b. **To consider an application to record a public bridleway from Eastfield Lane to Stamford Bridge Road (A166)**
It was RESOLVED to respond to the application that the Parish Council can see no evidence to substantiate the application and have safety concerns around the potential entry and exit locations.

23.121 POLICY AND PROCEDURES

- a. **To consider a policy to include Ward Councillors as a non-voting members of Dunnington Parish Council.**
It was RESOLVED to include Ward Councillors as non-voting members of Dunnington Parish Council.
- b. **To consider a draft volunteer policy**
It was RESOLVED to defer the item to a future item as the Clerk needs to make some amendments.
- c. **To consider draft revised Standing Orders.**
It was resolved to defer the item to next months meeting.

23.122 COUNCIL MATTERS

- a. **To consider a written agreement in relation to the Wicker Lady sculpture**
It was RESOLVED that the Clerk will send a written agreement to the purchaser, confirming that the Parish Council will accept ownership of the sculpture for future insurance and maintenance.
- b. **To consider donations to village groups**
It was RESOLVED not to make any donations at this time.
- d. **To consider an update from KCOM regarding fibre broadband installations**
No update had been received at the time of the meeting. It was RESOLVED that the Parish Clerk will keep chasing the installers.

23.123 ANNUAL ACCOUNTS & AUDIT

- a. **To receive and consider the annual internal audit report 2022/23.**
The annual audit report was received and considered.
- b. **To receive and consider the annual governance statement, to include signing if approved.**
It was RESOLVED to answer yes to all questions within the annual governance statement and the statement was approved and signed.
- c. **To receive and consider the accounting statements, to include signing if approved.**
It was RESOLVED to approve the accounting statements and the statement was signed.
- d. **To receive and consider the bank reconciliation and analysis of variances for publication on the website.**
It was RESOLVED to approve the bank reconciliation and analysis of variances for publication on the website.

- e. **To consider setting the period for the exercise of public rights as required by Regulation 15 (2), Accounts and Audit Regulations.**

It was RESOLVED to set the period for the exercise of public rights as the 14th June 2023 to the 26th July 2023.

23.124 FINANCE AND CORRESPONDENCE

- a. **To receive and consider any quotes for work/services or request to spend approvals**

It was RESOLVED to approve the lowest of two quotes received for playpark signs (Four suppliers were approached but two declined to quote) subject to the final version receiving Parish Council approval.

- b. **To approve the payments presented for authorisation up to the 4th June and any other invoices that come in prior to the meeting. (Appendix 1)**

It was RESOLVED approve the payments presented for authorisation except for payments for water, generator fuel and honorarium which will be deferred to the July Finance Committee meeting.

- c. **To receive the bank reconciliation for May 2023 (Appendix 2)**

The bank reconciliation for May 2023 was received.

23.125 PLANNING - New Applications

- a. **23/00844/FUL32 York Street Dunnington York YO19 5QT Erection of detached annexe to rear following demolition of existing outbuildings**
- b. **23/00866/FUL Holme Lea Hull Road Dunnington York YO19 5LR Erection of building to rear for the production and storage of wine**
- c. **23/00869/FUL Trunk Road Services A1079 Hull Road Dunnington York YO19 5LP Cladding to exterior**
- d. **23/00935/TCA Rectory Bungalow 28 Church Street Dunnington York YO19 5PW 30-40% crown reduction of 1no. Sycamore - tree in Conservation Area**
- e. **23/00707/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 - resubmission**

23.126 PLANNING – Decision Notices (Approved and Declined)

- a. **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. APPROVED**
- b. **23/00599/FUL Ebor Foodmarkets Ltd 29 York Street Dunnington York YO19 5QT Variation of condition 4 of permitted application 03/02806/FUL to alter opening times. CONDITIONAL APPROVAL**

23.127 PLANNING - Ongoing Applications

- a. **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.**
- b. **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**
- c. **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**
- d. **22/01683/FUL OS Field 0040 Stamford Bridge Road Dunnington York Erection of a general purpose agricultural building**

- e. **22/01729/FUL Millhouse Barn Elvington Lane Dunnington York YO19 5LD Two storey rear extension and balcony to existing single storey rear extension.**
- f. **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**
- g. **23/00239/FUL Lodge Farm Hull Road Dunnington York YO19 5LR Erection of carport to Barn B and garages to Barns A and C, removal of previously retained portal frame barn and alterations to plot demises**
- h. **23/00642/FUL Hall Garth Paddocks Hull Road Dunnington York YO19 5LP Installation of 24no. ground mounted solar panels to rear paddock**
- i. **23/00659/LBC St Nicholas Church Church Street Dunnington York YO19 5PW External works to rebuild boundary wall**
- j. **23/00524/FUL 31 Eastfield Lane Dunnington York YO19 5ND Alterations to front dormer, conversion of garage to workshop and replacement carport roof**

23.128 PLANNING ENFORCEMENT

- a. **Unauthorised encampment - A166**
- b. **22/00505/ADV Unauthorised erection of advertising structure Roberts 66 Ltd Kilnfield House 45 Common Road Dunnington York**
- c. **23/00092/CONSRH Alleged Breach of Planning Control – Bistro 66**
- d. **22/00967/FUL 8 Church Street, Dunnington**

23.129 STAFFING (Press and Public Excluded)

- a. **To consider providing written consent for additional employment for the Parish Clerk.**
It was RESOLVED to provide written consent for additional employment to the Parish Clerk

23.130 NEXT MEETING

- a. **To consider and propose any items for inclusion on the agenda for the next meeting**
None
- b. **Date and time of next meeting – 10th July 2023 at 7.30pm**

Appendix 1

Dunnington Parish Council

CHEQUE LIST 103802 to 103818

Voucher	Number	Description	Amount
42	103802	Mobile Phone	21.84
43	103802	Microsoft Office	11.28
26	103802	Stamps	1.50
27	103802	Stamps	12.00
28	103802	Paper	4.15
		Subtotal No. 103802	50.77
29	103803	Generator Fuel	14.76
30	103803	Water	12.03
		Subtotal No. 103803	26.79
31	103804	Entertainment	1,188.00
32	103805	Grass Cutting	461.69
50	103805	Grass Cutting	924.63
		Subtotal No. 103805	1,386.32
33	103806	cable ties	24.00
34	103806	pipes for flagpoles	144.54
		Subtotal No. 103806	168.54
35	103807	Salt Bin Removal and Store	792.00
36	103808	Entertainment	250.00
37	103809	Grant Transfer	1,732.00
38	103810	Water	8.90
39	103811	ICO Fees	40.00
40	103812	Supply and install wet pour surfacing	15,795.60
44	103813	Payroll Services	97.59
45	103814	Clerk Salary	760.14
46	103815	Employer NIC	43.42
47	103815	Employee NI contribution	2.96
		Subtotal No. 103815	46.38
48	103816	Honorarium	200.00
49	103817	Flowers	39.00

Appendix 2**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
30/05/2023**

Cash in Hand 01/04/2023		115,776.24
ADD		
Receipts 01/04/2023 - 30/05/2023		22,886.09
		138,662.33
SUBTRACT		
Payments 01/04/2023 - 30/05/2023		5,650.69
A Cash in Hand 30/05/2023		133,011.64
(per Cash Book)		
Cash in hand per Bank Statements		
Petty Cash	31/03/2023	0.00
Investment Account	09/05/2023	21,241.44
Barclays Premium Account	30/05/2023	2,054.11
Barclays Saver Account	30/05/2023	31.41
Barclays Current Account	30/05/2023	109,927.58
		133,254.54
Less unrepresented payments		697.90
		132,556.64
Plus unrepresented receipts		455.00

B Adjusted Bank Balance

133,011.64

A = B Checks out OK