

# ASKHAM BRYAN PARISH COUNCIL

## MINUTES of a meeting of the PARISH COUNCIL (PC)

held on Thursday 20<sup>th</sup> June 2024 starting at 7:30pm in the Village Hall.

**PRESENT:** Councillor Simon Peers (Chair)  
Councillors Mark Walker David Wiseman

**In attendance:** Ward Cllr. Hook and the Clerk.

1. **APOLOGIES.** Cllrs. Barber, Boakes, Dawson and Smith.

2. **DECLARATIONS OF PECUNIARY INTEREST:** None.

### 3. PUBLIC PARTICIPATION

No members of the public were in attendance.

### 4. MINUTES OF THE MEETING OF THE PC HELD ON 18<sup>th</sup> APRIL 2024.

It was **resolved** that the minutes of the ANNUAL meeting of the PC held on 16<sup>th</sup> May 2024 be approved and the Chair sign the minutes.

### 5. PLANNING

#### a. Planning Applications Received

Two planning applications had been received since the May 2024 meeting as follows;

- i. 24/00998/FUL - Field House, 2 Main Street - Creation of new vehicular access to front.  
It was noted that in 2023, the applicant had made an application for the construction of field access with a gate which had subsequently been withdrawn (23/00105/FUL). The purpose of this application seemed to be to create a drive-through drive saving the property owner having to reverse out on a bad corner of public highway addressing concerns about safety. It was noted that the agricultural land was now a paddock and that the hedge was still there. It was **resolved** to raise **No Objection** to this application.
- ii. 24/00623/FUL - Sequoia House, 4 Main Street - First floor side extension.  
This proposal was to put a bedroom on top of a single story extension. The extension was set back from the building line and it was therefore **resolved** to raise **No Objection** to this application.

In addition, there had been an application which had been received too late to be a formal agenda item, i.e. the installation of a nine metre wooden pole opposite 3 Main Street for the deployment of superfast broadband, reference 24/01028/TCNOT. This would probably be determined by the time of the July meeting and the Clerk would therefore respond using his delegated authority. This was a single pole and there were already poles down Main Street so this would not have an adverse effect on the street scene.

#### b. Planning Decision Notices Received

One planning decision notice had been received as follows;

- a. 24/00643/TCA - Low Hall, 54 Main Street - 15% crown thin of 1no. Mulberry - tree in a conservation area.

The local planning authority had agreed to raise no objections.

### 6. CRIME REPORT

There were two crimes on the report for May but one dated 30<sup>th</sup> April was a duplication of an entry on the report for April. The new incident related to the theft of a trailer from the side of the A64 on 20<sup>th</sup> May. The 30<sup>th</sup> April incident was a case where an articulated lorry trying to get round some road works near the junction of Askham Fields Lane and Main Street had flattened a traffic cone and brought down several large branches of a tree overhanging the public highway and in doing so, broken one telephone wire and left others bearing the weight

of broken branches. It had been determined that this was not a crime as the owner of the tree should have maintained their tree with a minimum clearance above the kerb of 5.2 metres. It was noted that there were various other trees along Main Street which were less than 5.2 metres above the kerb (e.g. a willow near to the bus stop) and action needed to be taken to address this. It was suggested that there should be an article in the next newsletter. Cllr. Walker agreed to drive down Main Street to establish which trees needed to be cut back and Ward Cllr. Hook was happy to follow him down Main Street as he carried out the survey.

## **7. REPORT FROM WARD COUNCILLOR HOOK**

Ward Cllr. Hook reported that she had recently driven to the park and was no longer having to dodge potholes. Regarding Chapel Lane, she had written several times to Ben Grabham (Head of Environmental Services, City of York Council) and would write again as grass was now growing through. She commented that not much of the Highways budget was being spent in the Ward of late. There was a planning meeting that day. A manhole cover on Westwood Lane needed doing.

## **8. OTHER MATTERS.**

### **8.1 Plans for the 2024 Christmas Event.**

There would be mulled wine and hot chocolate at the tree lighting event but no tea or coffee. Cllr. Wiseman agreed to talk to the landlord of the public house to agree a suitable date for the Christmas event. The twelve days of Christmas trail would be repeated and it was **resolved** to set a budget of £300 for this. The Clerk would write to Cindy Benton (City of York Council Communities Team) to seek grant funding. There was discussion about suitable storage of event materials when not in use. A shed was considered but the cost of the shed was out of all proportion to the value of the materials being stored. The biggest cost was labour. Although not an immediate concern, storage of the lawn mower would be a consideration once the resident who currently does the work has to relinquish this role. The York community of Poor Clare Colettines (Franciscan Nuns) had a double or triple garage and could be approached accordingly. The discussion on this was inconclusive.

### **8.2 Representatives on the Village Hall Committee.**

Cllrs. Boakes and Smith were the current representatives on the Village Hall Committee and it was **resolved** that they continue as such.

### **8.3 Concerns about metal sticking up in the mound.**

Consideration was given to concerns expressed by the Natural Environment Committee regarding bits of metal sticking out of the ground. Cllr. Peers had pulled a couple of these bits of metal out by hand. Cllr. Walker agreed to remove the remaining pieces and Cllr. Wiseman agreed to help him and they would liaise with each other about this.

### **8.4 Insurance renewal.**

The insurance renewal quotation was considered. There had been no changes in terms of insurance need and the price quoted was unchanged and it was therefore **resolved** to accept the quotation.

### **8.5 Programme of reviewing Parish Council policies and documents.**

A programme of reviewing policies and documents by considering one per meeting was ongoing and the Privacy Policies were therefore considered. It was **resolved** that the Privacy Policies as circulated with the agenda papers be adopted without further amendment.

## **9. FINANCE**

### **9.1 Report of invoices to be paid**

It was **resolved** that payment of the following invoices to be approved, all in favour.

- Clerk's Salary 01/05/2024 to 31/05/2024 plus deductions payable to HMRC
- Replacement of cutter deck drive belt on the lawn mower - Garden and Estate Machinery Services - £58.65 (already paid, having been agreed at the May meeting).

- Licence agreement with York Diocesan Board of Finance Limited regarding access to the Recreational area, five invoices of £100 each covering 1<sup>st</sup> January 2020 to 31<sup>st</sup> January 2020 and each year thereafter until 31<sup>st</sup> December 2024. £500 total.
- Insurance renewal - £464 (see the decision taken under 8.4 above).

The cost of the Licence agreement with York Diocesan Board of Finance had been given due consideration when the budget was set.

## 9.2 **Setting up an interest earning account.**

It was **resolved** to set up an interest earning account with Lloyds allowing funds to earn interest and to be moved between the accounts when necessary.

## 10 **CORRESPONDENCE AND SOCIAL MEDIA**

A list of correspondence had been circulated and the contents noted. Item 704 was from a resident asking about the PC discussions regarding the poor state of Chapel Lane and asking when the draft minutes of the April meeting would be on the website. The Chapel Lane issue was being addressed (see item 7 above) and the April minutes were now on the website.

## 11 **ACTION TRACKER**

An Action Tracker had been circulated with the agenda papers listing all previously agreed actions and reports on progress. Cllr. Boakes had drafted a letter regarding various highways issues and it was agreed that this could now be sent incorporating the changes suggested by Cllr. Walker.

## 12 **DATE OF NEXT MEETING**

The dates of forthcoming meetings in 2024 were;

18<sup>th</sup> July, 15<sup>th</sup> August, 19<sup>th</sup> September, 17<sup>th</sup> October and 21<sup>st</sup> November. All to be held at the Village Hall at 7:30pm

The meeting closed at 8:16pm.

Signed

18 July 2024