

## **HESSAY PARISH COUNCIL**

### **MINUTES OF THE PARISH COUNCIL MEETING HELD IN THE POPPLETON CENTRE, UPPER POPPLETON, AT 8.00 PM ON THURSDAY, 20 MAY 2021**

**Present:** Councillors Mark Barratt (Chairman), Olivia Johnson, Mike Lord and George Ramshaw. Also present were City Councillor Anne Hook and the Clerk, James Mackman.

#### **ANNUAL MEETING AGENDA**

##### **PUBLIC PARTICIPATION**

None.

##### **21.043 – TO ELECT A CHAIRMAN FOR THE YEAR**

Councillor Barratt was elected as Chairman unanimously

##### **21.044 - TO RECEIVE THE CHAIRMAN'S SIGNED DECLARATION OF ACCEPTANCE OF OFFICE**

Councillor Barratt signed the Declaration of Acceptance of Office

##### **21.045 - TO ELECT A VICE-CHAIRMAN**

Councillor Johnson was unanimously elected Vice-Chairman.

##### **21.046 - TO APPOINT A COUNCILLOR TO ATTEND THE YLCA YORK BRANCH MEETINGS**

The Chairman explained that in order to attend a YLCA Branch meeting a Councillor had to be appointed to do so by the Parish Council. In the event Councillor Barratt agreed to be the Parish Council's representative for the YLCA and was unanimously elected.

#### **AGENDA**

##### **21.047 - CO-OPTION AND INTRODUCTION OF NEW COUNCILLOR**

No news on this subject.

##### **21.048 - TO RECEIVE DECLARATIONS OF DISCLOSABLE PECUNIARY INTEREST (NOT PREVIOUSLY DECLARED) ON ANY MATTERS OF BUSINESS**

None.

##### **21.049 - TO RECEIVE APOLOGIES FOR ABSENCE GIVEN IN ADVANCE OF THE MEETING**

City Councillor James Barker had sent his apologies.

##### **21.050 - TO CONSIDER THE APPROVAL OF REASONS GIVEN FOR ABSENCE**

All Councillors being present there was no need to give approval.

##### **21.051 - TO CONFIRM THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 18 MARCH 2021**

The minutes of the meeting held on 18 March 2021, having been circulated and read, were accepted and signed as a true record.

**21.052 - TO CONFIRM THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 25 MARCH 2021**

The minutes of the meeting held on 25 March 2021, having been circulated and read, were accepted and signed as a true record.

**21.053 - TO RECEIVE THE CITY OF YORK COUNCILLOR'S REPORT – FOR INFORMATION ONLY**

City Councillor Anne Hook talked about progress on the establishing the Rufforth/Knapton Community Woodland and the planned highways work in Atterwith Lane.

**21.054 – TO MAKE DECISIONS ON PARISH COUNCIL LAND**

*(a) Registration of Parish Land - To receive an update*

No further news on this subject. We are still awaiting a response from the Land Registry.

*(b) Hessay Pond*

Councillor Johnson reported on the request for Ward Funding she had made on behalf of the Parish Council.

Councillor Barratt mentioned that some of the timber holding the island in the pond needs to be replaced.

*(c) Willow Garth*

Councillor Barratt reported that more log piles have been constructed near to the Old School House in Willow Garth

*(d) Allotments*

The Clerk reported that all allotment rents for the year had been received.

*(e) Thief Lane*

It was reported that the trees in Thief Lane are not on the Parish Council's land therefore the Parish Council has no responsibility for their maintenance.

*(f) Sandpit Field*

No news on this subject.

**21.055 - PLANNING APPLICATIONS**

*To note Local Authority Planning Decisions*

It was noted that the Local Planning Authority had approved the following application: -

- Ref: 20/01854/FUL - Construction of vehicular access from Shirbutt Lane with associated drive, fencing and landscaping, and timber post for the erection of a hanging sign at Poplar House Shirbutt Lane.

**21.056 – TO DISCUSS THE PROVISION OF TWO “VILLAGE SIGNS” AT THE ENTRANCES TO THE VILLAGE**

Councillor Ramshaw reported that he is pursuing this subject.

**21.057 – TO DISCUSS PROGRESS ON TRAINING FOR THE COMMUNITY SPEED WATCH GROUP**

It is hoped that the scheme can be started when the relaxation of the Covid-19 rules allows.

## 21.058 – TO RECEIVE A REPORT ON VILLAGE POLICING

It was noted that there had been one incident reported to the police in each of the months of March and April.

## 21.059 - FINANCE

### (a) Financial Report

The Clerk presented a detailed report showing the actual income and expenditure for the year for the period to 20 May 2021. The report reflected the receipts and payments (net of VAT) below.

The bank balances on 20 May were: -

Current Account	£500.00
Business Money Manager Account	£11,153.84

### (b) To note accounts for payment

395	YLCA	Annual subscription	£127.00
396	Ken Falkingham	Notice board repairs	£120.00
397	James Mackman	Clerk's salary April & May	£299.40
398	HM Revenue & Customs	Income tax – April & May	£74.80
399	James Mackman	Expenses	£7.96

### (c) To receive a report on income received

HSBC	Bank interest	£0.08
City of York Council	1 <sup>st</sup> half-year's precept	£1,825.00
Parish Council land tenants	Land rents	£130.00
H M Revenue & Customs	VAT refund for 2020-21	£31.20

### (d) To agree the process for making payments by electronic banking

It was agreed that the Clerk should proceed with setting up a Bill Payments system on the Parish Council's HSBC current account.

### (e) To agree to subscribe to the YLCA for 2021-22 - £127.00

It was agreed to subscribe to the YLCA for 2021-22.

### (f) To agree the Annual Governance Statement on the Annual Return

The Councillors considered the questions in the Annual Governance Statement of the Annual Return. It was agreed that the Parish Council response to all the questions is "Yes" and the Chairman and Clerk signed the form.

### (g) To agree the Statement of Accounts on the Annual Return

The Clerk showed the Chairman supporting evidence as to where the entries in the Annual Return had come from. The Chairman, being satisfied with the answers, put the Annual Return to the vote which was carried. The Chairman and the Clerk then signed the Annual Return.

### (h) To sign the exemption form for the Annual Return

It is a requirement of the external audit procedure that an exemption form be completed, signed and returned to the external auditor if a Parish Council's income or expenditure for 2020-21 was less than £25,000. As the Parish Council falls into this category the Chairman and Clerk duly signed the form.

### (i) To confirm that all land rents have been received

The Clerk confirmed that all rents due for the current year had been received.

**21.060 - CLERK'S REPORT:**

*(a) Progress on the refurbishment of the notice board (Min. 21.030a)*

It was noted that the notice board has been refurbished.

*(b) Progress on the replacement of the matting in the playground (Min. 21.030b)*

The Chairman informed the Councillors that during a conversation with a City Council officer he had been informed that the matting should be replaced this July.

*(c) Progress on discovering the source of the noise arising from the Industrial Estate (Min. 21.027)*

It was reported that the source of the noise had been identified as being a generator in the Industrial Estate and that the noise had now stopped.

**21.061 - TO NOTE CORRESPONDENCE RECEIVED BY THE CLERK**

*It was noted that the correspondence received since the March Parish Council meeting listed below had been circulated to Councillors prior to the meeting*

- (a) City Fibre – notice that Black Dike Lane in Upper Poppleton is to close for a week whilst cabling takes place
- (b) Julian Sturdy MP – Two updates
- (c) Leeds East Airport - Consultation reminder
- (d) The Planning Inspectorate - Proposed Yorkshire GREEN Project
- (e) YLCA - White Rose Updates
- (f) YLCA - New NALC Code of Conduct

**21.062 - TO CONSIDER MINOR MATTERS**

York Autograss have recommenced the meetings and the noise from the vehicles taking part is quite loud in the village. Councillor Johnson is to investigate and report back. **(Action Councillor Johnson)**

**21.063 – TO CONSIDER NEW ITEMS FOR THE NEXT AGENDA**

None

**21.064 - TO AGREE THE DATE OF NEXT MEETING**

It was agreed that the next meeting would be held on Thursday 15<sup>th</sup> July. The time and place are to be agreed nearer the date.

There being no more business the meeting was formally closed at 9.16pm.

Chairman.....

Date.....

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