

HESSAY PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD AT 7.00PM AT THE CHAPEL, MAIN STREET, HESSAY ON WEDNESDAY, 25 OCTOBER 2023

Present: Councillors John Savage (Chairman), Anne Hook and Emilie Knight. Also present were six members of the public and the Clerk, James Mackman.

23.045 – TO ELECT A CHAIRMAN FOR THE YEAR

John Savage was elected as Chairman for the ensuing year.

23.046 - TO RECEIVE THE CHAIRMAN'S SIGNED DECLARATION OF ACCEPTANCE OF OFFICE

The new Chairman signed his Declaration of Acceptance of Office.

23.047 - TO CONFIRM THE COUNCILLORS' DECLARATION OF OFFICE

The Clerk confirmed that the three Councillors had all signed their respective Declaration of Office.

23.048 – CO-OPTION AND INTRODUCTION OF NEW COUNCILLORS

The new Councillors introduced themselves to the residents present. There were no residents to be co-opted.

23.049 - TO ELECT A VICE-CHAIRMAN

Councillor Anne Hook was elected as Vice-Chairman.

23.050 - TO APPOINT A COUNCILLOR TO ATTEND THE YLCA YORK BRANCH MEETINGS

Discussion on this subject was deferred.

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

None.

23.052 - TO RECEIVE APOLOGIES FOR ABSENCE GIVEN IN ADVANCE OF THE MEETING

All Councillors being present there were no apologies.

23.053 - TO CONSIDER THE APPROVAL OF REASONS GIVEN FOR ABSENCE

None.

23.054 - TO CONFIRM THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 27 APRIL 2023

The minutes of the Parish Council meeting held on 27 April 2023, having been circulated prior to the meeting, were approved and signed.

PUBLIC PARTICIPATION

- (a) It was requested that when a new contract for grass cutting is written the grass between the fence and the pond should be cut.
- (b) It was also requested that the grass verge in front of Willow Garth from opposite the pond gate to the field entrance be included in any revised grass cutting contract.

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

City Councillor Anne Hook gave an update on events since the April Parish Council meeting. In particular, the entrance to the St John the Baptist church in New Road has been asphalted.

City Councillor Emilie Knight reported that the new City Council had cut Ward funding and that Ward Councillors would have to cut back this year on the level of grants given out in previous years. She said that the decision to cut Ward funding is being challenged.

23.056 - PLANNING APPLICATIONS

(a) *The Councillors considered the planning applications received since the April Parish Council meeting as listed below: -*

Details of Planning Applications	Comments
Ref: 23/01840/FUL – Two-storey rear extension and single-storey side extension at Shirbutts, York Road, YO26 8JX.	No objections

(b) *To note Local Authority Planning Decisions*

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

- Ref: 22/01888/FUL – Single-storey side car port and single-storey rear extension with canopy over pool at Moor Villa Farm, Low Moor Lane, Hessay York YO26 8JT.
- Ref: 23/00537/ABC3 - Change of use of agricultural building to 1no. dwellinghouse under Class Q Part 3 Schedule 2 of Article 3 of The Town and Country Planning (General Permitted Development) Order 2015 at Agricultural Building east of Mullingar Farm and North of Low Moor Lane.

It was noted that the following application had been referred to the Secretary of State who had dismissed the application.: -

- Ref: 21/02005/FUL - Erection of stables to the rear of 5 Laburnum Farm Close.

23.057 - FINANCE

(a) *Financial Report*

The Clerk presented a detailed report showing the actual income and expenditure for the year for the period to 25 October 2023. The report reflected the receipts and payments (net of VAT) below:

The bank balances on 25 October were: -

Current Account	£100.00
Business Money Manager Account	£13,021.70

(b) *To note accounts for payment*

3 BP	YLCA	Annual subscription	£131.00
4 CHG	HSBC	Bank charges - Apr/May	£10.00
5 BP	James Mackman	Salary - April & May	£332.90
6 BP	HMRC	Income tax on above	£83.00
7 BP	Sleightholm Landscapes	Grass cutting pond & Willow Garth	£115.00
8 CHG	HSBC	Bank charges – May/Jun	£8.00

9 BP	James Mackman	Salary – June & July	£332.70
10 BP	HMRC	Income tax on above	£83.20
11 CHG	HSBC	Bank charges – Jun/Jul	£8.00
12 BP	Sleightholm Landscapes	Grass cutting pond & Willow Garth	£230.00
13 BP	Harry Ramshaw	Defibrillator parts	£110.00
14 CHG	HSBC	Bank charges – Jul/Aug	£8.00
15 BP	Sleightholm Landscapes	Grass cutting pond & Willow Garth	£150.00
16 BP	James Mackman	Salary – August & September	£332.70
17 BP	HMRC	Income tax on above	£83.20
18 CHG	HSBC	Bank charges – Aug/Sep	£8.00
19 BP	Linda Cariss	Internal audit fee	£100.00
20 CHG	HSBC	Bank charges – Aug/Sep	£8.00
21 BP	Sleightholm Landscapes	Grass cutting pond & Willow Garth	£210.00
22 BP	James Mackman	Expenses	£36.89

(c) To receive a report on income received

HSBC	Bank interest	£98.12
Parish Council land tenant	Allotment rent	£25.00
HMRC	VAT refund	£121.00
City of York Council	Annual precept	£4,000.00

(d) To consider the internal auditor's report

Prior to the meeting the Clerk had emailed the internal auditor's report to the Councillors. The contents of the report were noted.

23.058 – TO MAKE DECISIONS ON PARISH COUNCIL LAND

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

The Chairman reported that the subject of land registration is still ongoing.

(b) Hessay Pond

It was agreed to defer discussion on this subject. It was mooted that it would be good to have a plan of what work could be done to improve the area given that the City Council has given the Parish Council a grant of £3,000 for the work.

(c) Willow Garth

No report.

(d) Allotments

The Clerk reported that one of the allotment tenants had given notice. He had put a message on the Hessay Community Facebook page advertising the vacancy and had had two responses. It was agreed that the first responder should be given the vacant allotment. Councillor Savage, together with Stuart Cariss and Nick Booth, are to look to create an extra allotment at the back of the site. This will be offered to the second applicant and, because of the work needed to bring it to a useful state, it would be offered rent free until 1 April 2025. **(Action Councillor Savage)**

(e) Thief Lane

No report.

(f) *Sandpit Field*

No report.

23.059 - TO DISCUSS, THE CONDITION OF THE VILLAGE ROADS, FOOTPATHS, VERGES, AND SIGNAGE IN THE VILLAGE.

- (a) Some of the gulleys in Main Street are collapsing which means that heavy vehicles are shaking the surrounding houses as they are being driven past. The Clerk is to write to the City Council to ask that a suitable remedy to the problem is made. **(Action Clerk)**
- (b) The surface of New Road is in need of being re-laid. The Clerk is to ask the City Council to carry out the work. **(Action Clerk)**
- (c) The STOP sign painted on the road at the junction of New Road and Main Street has worn and need to be repainted. The Clerk is to ask the City Council to carry out the work. **(Action Clerk)**
- (d) The white lines at the junction of New Road and the A59 have faded. The Clerk is to write to the City Council to ask they be repainted. **(Action Clerk)**
- (e) It was suggested that at the “no through road” sign at the start of Shirbutt Lane was too far into the lane and should be reinstalled nearer New Road. The Clerk is to write to the City Council to ask that this be done. **(Action Clerk)**
- (f) It was suggested that another “no through road” sign should be installed on the right of the entrance to Shirbutt Lane to reinforce the notion that there is no access to the A59 down Shirbutt Lane. The Clerk is to write to the City Council to ask if this could be done. **(Action Clerk)**

23.060 – TO AGREE THE PURCHASE OF PADS AND A BATTERY FOR THE DEFIBRILLATOR

The purchase of these items was approved.

23.061 - TO CONSIDER COMMISSIONING A NEW WEBSITE FOR THE PARISH COUNCIL

The Councillors agreed in principle that a new website was needed to replace the current website which is difficult to manage and hasn't been updated for over six months. It was agreed that the Clerk should approach NetWise (website providers) with the aim of having a Parish Council dedicated website. The Clerk reported that a website would cost in the region of £499 to set up and about £275 a year for hosting and maintenance. This was agreed. **(Action Clerk)**

23.062 - TO CONSIDER COUNCILLOR AND CLERK TRAINING INCLUDING THE WAY THAT COURSES ARE APPROVED AND BOOKED

It was reported that the YLCA now sends news of training courses which take place with only two weeks' notice. This makes it difficult under the present rules for Councillors to take advantage of these courses. It was agreed that, should a Councillor wish to attend a course where a booking needs to be made before the following Parish Council meeting, the Councillor would notify the Clerk. It was resolved that the Clerk, in consultation with the Chairman, be authorised to grant permission for the course to be booked

23.063 – TO RECEIVE A REPORT ON VILLAGE POLICING

Prior to the meeting the Clerk had forwarded the incidents reported to the police for the months April to September 2023. The reports were noted.

23.064 - CLERK'S REPORT:

No report.

23.065 - TO NOTE CORRESPONDENCE RECEIVED BY THE CLERK

23.065.01 - It was noted that the correspondence received since the April meeting, as listed below, had already been circulated to the Councillors.

- (a) Complaint about the surface of the road in Low Moor Lane
- (b) CYC - Blue badge holders city centre access consultation
- (c) Open Spaces Society - August 2023 ezine
- (d) YLCA - Annual Review 2022-23
- (e) YLCA - Law & Governance Bulletins
- (f) YLCA - NALC Chief Executive's Bulletins
- (g) YLCA - New password for Councillors
- (h) YLCA - Training Bulletin
- (i) YLCA - White Rose updates

23.065.02 - The Clerk referred to the following items of correspondence received since the April Parish Council meeting

- (a) Information Commissioner's Office - Direct Debit confirmation
- (b) York U3A - Request to advertise on the Parish Council’s website
- (c) Zurich - Insurance renewal documents

23.066 - TO CONSIDER MINOR MATTERS

None.

23.067 – TO CONSIDER NEW ITEMS FOR THE NEXT AGENDA

None.

23.068 - TO AGREE THE DATE OF NEXT MEETING

It was agreed that the next meeting would be held at 7.00pm on Wednesday 29 November 2023.

The Chairman thanked the recently retired Councillors for the time and effort that they had given during their tenure of office.

The Chairman thanked the Clerk for his efforts to keep the Parish Council going for the last six months.

There being no more business the meeting was formally closed at 8.26pm

Chairman.....

Date.....

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