

BOLTON PERCY, COLTON & STEETON PARISH COUNCIL

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MINUTES FOR PARISH COUNCIL MEETING HELD ON

TUESDAY 7TH MARCH 2023 IN

THE OLD SCHOOL, BOLTON PERCY AT 8PM

PRESENT: Cllrs. Stewart Steele (chairperson), Andrew Tucker, David Robinson, Kevin Robertson

APOLOGIES: Cllr. Nicholls

DECLARATION OF INTEREST: Cllr. Nicholls

MINUTES OF LAST MEETING: having been previously circulated to all councillors were signed as correct by Cllr. Steele, proposed by Cllr. Cllr Tucker, seconded Cllr. Robinson

MEMBERS OF THE PUBLIC: 1 member of the public present

1. CLERK'S REPORT – ACTION FROM LAST MEETING

- a) NYCC/Environment Agency Update – Feedback Cllr. Nicholls from Feb meeting with the Environment Agency.
Clearing the Rampart - E-mail update from Cllr Nicholls 21/2/23 advised that the Environment Agency (EA) have cleared the penstock around the rampart and this is an annual requirement. Unclear if an agreement is in place for this with EA. There is an issue with trees overhanging the river Foss and a request from EA as to who the land belongs to. Cllr Robinson has responded to Cllr. Nicholls via e-mail 22/2/23 with suggested landowners.

Cllr. Nicholls is awaiting correspondence from NYCC regarding the additional pump. Insurance and servicing contract for 2nd pump is still to be investigated.
Action: the Council agreed that further liaison, discussion, and agreement is required.
- b) Yorkshire Water Update – Regular Communication Update.
Cllr Nicholls reported back via email 7/3/23. He has received contact from Kelly Foster, Corporate Affairs Advisor, Yorkshire Water (YW). She advised that YW have commissioned a feasibility study. The report is due to be finalised in 2 months' time. Await developments
Action: Cllr Nicholls to request feedback in 2 months
- c) SDC – Colton Dog Waste Bin.
Ongoing discussion between Cllr. Steele and SDC for a position for an additional dog bin for Colton village. Parish Councillors suggested attaching the bin to the post of a 30mph sign at the eastern end of the village.
Action: Cllr Steele to follow up
- d) NYCC – Draft Parish Charter Consultation.
Nothing to feedback. No councillors were able to attend the consultation.
- e) Update on new Clerks Handover
(this item was discussed at the end of the meeting to allow members of the public to leave if wished)
The clerk advised on various administrative procedures that have been updated since taking up the post; and keys for the hall and noticeboard were passed on from Cllr. Steele.
Clerk requested sight of various documents relative to the running of the parish council.
Clerk proposed she attend training sessions available via the SLCC website for new clerks. This was discussed alongside renewing membership. The council agreed to both.
Action: Cllr. Steele to ensure documents available for clerk.
Cllr. Robertson to follow up on GDPR issues and liaise with clerk
Clerk to action training, membership and payroll provider services.

2. CORRESPONDENCE

- a) Update Banking Signatories
Authorised signatories have been agreed as any 2 of Cllrs. Steele, Tucker, Robertson and Robinson, or clerk.
Clerk as sole authorised signatory for on-line banking, however Clerk expenses need to be approved at a parish council meeting.
Action: Cllr. Steele to update banking signatories and prioritise clerk's access to internet banking for the parish council.
- b) Hedgecutting:-

The clerk advised that a resident had made enquiries about a hedge overgrowing the grass verge from a farmer's field adjacent to his property. Cllr. Robinson has given advice about who to contact. The correspondence was noted. The councillors agreed that this matter is not Parish Council business.
- c) Query re Colton Tree and maintenance.
Correspondence from North Yorkshire Council with regards to safety and maintenance of a tree rooted in the verge near to a pedestrian walkway in Colton has been discussed and considered. The parish council has been advised 21/2/23 that 2 officers from Highways and Transportation Selby Office have inspected the tree in relation to any potential safety issue (HSIM). There is no intervention required according to this criterion.
It was resolved that this is not an issue for the Parish Council.
- d) Glebe Farm Access- follow up.
Cllr Robinson reported that the church have accepted responsibility to putting cones out when large services are taking part at the church to facilitate access to Glebe Farm. Matter is resolved.
Action: Clerk contact NYCC Highways Officer, Kevin Ward re additional cones (6)
- e) To consider correspondence from parishioner (late item for Agenda 6/3/23)
Coronation Proposal 7/5/23. Letter received seeking support for a village event linked to the King's Coronation. More information required.
Action: Clerk to investigate
- f) To consider correspondence from North Yorkshire Council (late item for Agenda 1st & 3rd March)
Garden waste collection service. Consultation on-going 20/2/23 – 3/4/23. Survey available on-line. Councillors agreed to ensure that public are aware of the consultation.
Action: Cllr. Robertson to place poster up in Colton noticeboard; Clerk to place poster in Bolton Percy noticeboard and place notifications on local Facebook pages.

3. PLANNING

- a) Ref: 2023/0164/HPA Erection of Single Storey Rear Extension to Form Utility
Location: Chestnut End, School Lane, Bolton Percy, York, YO23 7BF
Cllrs have no objection
- b) Ref:2023/002/OUT. Outline Application for Residential Development Including Access (all Matters reserved). Location: Land at Stonebridge Farm, Main Street, Colton, Tadcaster
Cllrs. Expressed concerns that there will be an area outside of the Village Envelope.
Action: Clerk to send a letter of objection to the Planning Department.

4. FINANCE

- a) Auditing of Accounts:
Cllr. Robinson reports that Mr Jim Davis has kindly agreed to audit the Parish Council Accounts

- b) Training requirements necessary for new clerk were discussed and agreed.
To approve the following payments:
 - i) Cllrs agreed to re-imburse Clerk £24.00 for training to date
 - ii) £72 to cover June, Sept and Dec 2023 online webinars
 - iii) £72 for 2 x further training webinars April 2023.
 - iv) £101 continued membership of SLCC
 - v) The Clerk's Manual 2023 publication £52.30All above payments were approved.
Action: Clerk to arrange and book.

5. PARISHIONERS ITEMS FOR DISUSSION

- a) Flooding on Oxton Lane –
To consider an update from residents of Station Road, Bolton Percy regards outcome of Meeting 2/3/2023 between Snr Management Team from the Employment Agency (EA) and Nigel Adams MP. Feedback from resident of Station Road is that the EA will feed back to her in due course.
Update noted. Ongoing.

6. DATE OF NEXT MEETING

4th April 2023

Meeting closed at 21.33