

Camblesforth Parish Council

Looking after your village, together

Summary Notes of Ordinary Parish Meeting for January 2020

Date of Meeting Wednesday, 15th January 2020
Time of Meeting 1915
Location of Meeting Church Hall

Present **Apologies** Cllr Neil Ball
 Cllr Neal Yates (Chair)
 Cllr Denise Kempton
 Cllr James Neale
 Cllr Eileen Neale
 Cllr Kevin Wild
 Cllr Joyce Boyes
 Andrew Crabbe (Clerk)

1. Present and Apologies (Chair to confirm quorum)

Chair confirmed quorum and acknowledged apology from Cllr Ball who was attending the Drax Liaison meeting.

2. Signing off previous month's minutes (all)

Cllr Yates asked if all Cllrs had received a copy of the summary notes from December and if they were agreed. Cllrs confirmed this was the case.

3. Financial Report and reconciliation of Petty Cash December 2019 (Clerk)

Camblesforth Parish Council					
Presented at January 2020 Meeting For the Month of			December		
From:	Parish Clerk				
To:	Parish Councillors				
Box 1					
Community Account (666)					
Opening Balance as of end of November (Statement No. 197)			£34,215.28		
Transactions in December 2019					
Debits					
Date Cashed	Cheque No.	Paid to	Reason	Amount	
6th Dec	301545	AC - salary for October 2019		£272.65	
6th Dec	301552	AC - reimbursement of cost of laptop and printer		£468.98	
6th Dec	301554	AC - reimbursement of cost of Remembrance Wreath		£18.50	
10th Dec	301546	Eon Electricity for October 2019 A/C 6160		£96.37	
10th Dec	301547	Eon Electricity for October 2019 a/c 9980		£6.05	
19th Dec	301544	Camblesforth School - Atkinson donation		£639.60	
27th Dec	301557	Eon Electricity for November 2019 A/C 6160		£93.26	
27th Dec	301558	Eon Electricity for November 2019 a/c 9980		£5.85	
27th Dec	301559	Autela Payroll Services for		£47.08	
31st Dec		Bank Service Charge		£18.00	
Credits					
Date of Credit	Reason		Amount		
Summary					
Balance as of end November 2019 =			£34,215.28		
Total spend in December (presented) =			£1,666.34		
Credit Received in December 2019 =			£0.00		
*Total balance in bank as of end of December 2019=			£32,548.94		
* as per Bank Statement 197					
Box 3					
New Cheques Issued at January 2020 Meeting				Amount	
Eon Electricity for December 2019 A/C 6160			£96.37		
Eon Electricity for December 2019 a/c 9980			£6.05		
A Crabbe - Salary for December 2019			£272.65		
D Marshall - Maintenance around the village agreed by Parish Council (detailed on invoice)			£220.00		
Total cheques to be issued at the January 2020 Meeting =			£595.07		
Box 5					
No.2 Account: High Interest Account (682)			Balances		
Last Statement received in May 2019 =			£17,354.28		
Box 2					
Outstanding Cheques				Amount	
Camblesforth Church Committee - Fees for Church Hall Rental			£245.00		
A Crabbe - Salary for November 2019			£272.65		
A Crabbe - Reimburse for Windows Licence for laptop			£29.99		
Total uncashed cheques as of end of December 2019 =			£547.64		
Financial Records are adjusted to remove payment (£21.65) to Neal Yates as requested by Cllr					
Box 4					
Summary of PC Accounts until end of January 2020					
No.1 Account: Community Account (666)					
a Bank Balance at end of November (verified by Statement 197) =			£34,215.28		
b Total Spend in December (cash) =			£1,666.34		
c Uncashed Cheques from December 19			£547.64		
d New Cheques issued at January 2020 meeting			£595.07		
e Forecast Spending for end of January 2020 (which is box b, c and d added) =			£2,809.05		
f Credit Payments made in December 19			£0.00		
g Forecast of Balance for end of January 2020 (which is box e deducted from box a, added to box f) =			£31,406.23		

Cllr Yates confirmed there was no change to the Petty Cash balance and no expenditure had been made in the previous month.

4. Planning applications (Clerk)

Clerk advised that he had not received any planning notifications – Cllrs advised that they were aware of a planning matter for a bungalow 1 Mill Lane

Action: Clerk to speak to SDC Planning and see where the notice was for this.

5. Any matters brought by members of the public attending the meeting and District Cllr report

No matters were raised by the residents in attendance.

District Cllr Jordan attended the meeting late due to other commitments elsewhere.

Cllr Jordan advised that he was involved in “serious discussions at SDC” concerning the Executive Budget and proposals would be put out shortly..... he continued that opposition parties were pushing for a new Local Plan for housing development, to focus on the needs of individual villages rather than a broad brush approach which many District Cllrs felt had not worked – some villages were not getting the houses which they needed whilst others were seeing too many – there was a clear need to speak to villages and see what was required..... again more information would be forthcoming on what this would look like going forward

7. Matters arising – to consider new and on-going issues and decide further action if necessary:

Ongoing

7.1 Decision on the 2020/21 Precept (All)

Cllrs again raised concerns at what was shown on resident’s bill which appeared to show a greater increase than that which Cllrs had agreed. Clerk pointed to the explanation provide by Selby District (Appendix 1), that the Parish Council precept was part of the overall precept which was the amount shown on bills.

Cllrs continued to discuss needs of village over the forthcoming year and Chair advised he was looking to increase the schedule of grass cutting / maintenance in the village as well as aesthetic projects such as better flower beds and ‘prettifying up the village’. Cllrs agreed that involvement in something like ‘Britain in Bloom’ might be a bit adventurous at the moment, small scale, informal projects could still be looked at with involvement from other groups and individuals in the village.

Chair suggested that a way forward might be to create a Committee to look at how the village could be improved and agreed that residents would be invited to put forward initial ideas via the website.

Cllrs agreed to a 3% increase in the precept and to ensure that this was clearly shown on the website with an explanation provided as to how this would benefit the community going forward.

Action: Clerk to provide Cllrs a copy of the current grass cutting schedule for them to review and see if any additions needed to be made. Also, Clerk to post notice on website inviting ideas for projects to improve the look of the village.

7.2 Christmas Lights (All)

Chair advised that improvements on Christmas lights was exactly the type of project he was looking for the Parish Council to undertake – Cllrs had previously discussed lighting displays using scaffolding poles and netting, but these plans had never come off.... Chair advised he was determined to see this happen this year and that he was looking for the Parish to agree a budget for such projects in April

Cllr Kempton advised that something needed to be done quickly with regard to the storage of the lights as the transformers were rotting – a bigger box was certainly needed urgently

Action: Clerk to look into a larger electrical protection box and advise Cllrs by email prior to February meeting

7.3 Update on skatepark and funding (Cllr Kempton)

Cllr Kempton advised that she had completed application form for National Lottery – funding was available under this scheme for up to 10k and looking at current costs for a skateboard ramp, another 6k (approx.) was needed.

Cllrs discussed options for further funding including District Cllrs Locality fund, CEF funds and if Drax would be prepared to make further donations.

Cllrs agreed to Cllr Kempton continuing with her current project and see how this progressed, keeping a note of possible other funding streams.

New

7.4 New filing cabinet for Parish Council archives (All)

Clerk advised that he was concerned for the Parish Council historical documentation which was currently in a number of boxes as inherited from the previous Clerk – he was requesting that the Parish Council purchase a filing cabinet for the filing of Parish Archives. Cllrs voted unanimously to the above

Action: Clerk to purchase filing cabinet

Cllrs also discussed a previous item relating to a safe belonging to the Parish Council which was currently sited in a resident's garage – steps were made to investigate this previously but never actioned. Cllrs agreed this needed to be resolved ASAP

Action: Clerk to recontact resident and arrange a time and date for the safe to be removed.

7.5 Preliminary discussions on grass-cutting/village maintenance contract for 2020/21 (All)

This item was a closed matter to the public as Cllrs appraised the performance of the current grass cutter / maintenance man for the village. Cllrs discussed the item and agreed not to tender for these services this year and to offer the current service provider a further one-year contract.

Cllrs discussed if the current provider was using subcontractors for highways work – Clerk advised that this wasn't necessarily an issue but the Parish needed the insurance details of this provider.

Action: Clerk to contact current service provider and query who was carrying out the highways work and obtain necessary documentation if required.

6 Correspondence and any urgent matters raised by Cllrs since the Agenda was issued

Vehicles blocking entrance to Chapel Court

Clerk noted that there was an issue with vehicles blocking the entrance to Chapel Court from Brigg Lane – there had been 'H' white lining on Brigg Lane but it had been removed when the road was dug up by British Gas. Clerk continued that he had contacted NYCC with regard to repainting the line, but they had advised this was a private road and therefore they were unable to do this.

Clerk noted that the white line was on Brigg Lane, which was public highway and therefore he recommended appealing against the decision by NYCC. Cllrs agreed and instructed Clerk to action this.

Street Lighting

Clerk noted that he had contacted NYCC with regard to the lights out of service on Mill Lane as they were still not replaced. The manager involved had replied that the lights were with the contractor who had three months to carry out the work – this could be end of February. Clerk continued that he had reminded NYCC that the lights were outside of a school and of concerns for children’s safety. Clerk was waiting for a response on this.

Dog Bag Dispensers

Clerk advised that he was aware that Gilberdyke Parish Council had a number of dog (waste) bag dispensers which they were no longer using and they might be willing to sell these onto Camblesforth. He was speaking to them with regard to a cost for these and would hopefully be in a position to report back to Cllrs at the February meeting.

Mower Trailer

Chair advised that he was requesting Cllrs consider the purchase of a trailer for the Parish Council sit-on grass mower in order to carry the various tools needed and also a flashing neon safety light. Chair continued that he believed the cost of this would be approx. £150 / £25

Action: Chair would forward quote/costs to Clerk for general circulation and (email) approval

No other business being discussed the meeting concluded at 2040

Date of Next Meeting was advised for Wednesday, 17th February 2020 at 7.15pm

Signed as a true record *Neal Yates* Date *February 2020*

Neal Yates – Parish Chairman

Appendix 1: Parish Precept Issue

--- On Wed, 3/4/19, Tammy Fox tfox@selby.gov.uk wrote:

From: Tammy Fox <tfox@selby.gov.uk>
Subject: RE: RE: Camblesforth
Parish Council - Notice of Precept
To: "Mr Andrew Crabbe"
Camblesforthclerk@sky.com>
Date: Wednesday, 3 April, 2019, 19:37

Hi > Andrew

The precept for Camblesforth was confirmed as £22,239.40, this was 3% increase of the total requirement last year of £21,591.57 (option 2 below), not 3% of a Band D charge option 4 below). The total precept requirement is divided by the Band D equivalents in the parish to find the Band D charge. The precept of £22,239.40 was a 4.7% increase for the Band D equivalents, and this is the amount that shows on the bill the residents of Camblesforth received.

Hope this makes sense; give me a shout if not.

Tammy Fox
Taxation, Benefits & Debt Team Leader
ext: 42258

> -----Original Message-----

> > > From: Mr Andrew Crabbe
> > > Sent: 03 April 2019 13:39
> > > To: Tammy Fox
> > > Subject: Fw: RE: Camblesforth Parish Council -Notice of Precept

3/4/19, Andrew Crabbe <camblesforthclerk@sky.com>wrote:

Hello Tammy

> > > >

With regard to Camblesforth Precept..... I am advised by residents that the newspapers and bills are showing the Parish Precept to be increased 4%..... we asked for it to be increased by 3%. Is there a reason for the difference..... I don't live in Camblesforth so don't know if this is the case.

-----Original Message-----

From: Mr Andrew Crabbe
Sent: 03 January 2019 11:11

To: Tammy Fox
Cc: neal.yates; neal.yates@sky.com
Subject: Camblesforth Parish Council Notice of Precept

Morning Tammy.... please be advised that by majority vote, Camblesforth Parish Council has determined a 3% increase for our precept in 2019/20.

Trust this meets with your approval.

Cheers

Andrew Crabbe
Clerk and Responsible Financial Officer –
Camblesforth Parish Council

Landline:

01430 410 383

Mobile: 07813 547216

Email camblesforthclerk@sky.com

Cllr Yates (Chair) and Clerk agreed to defer Petty Cash to the March meeting.

4. Planning applications (Clerk)

Clerk advised he had received notification of the following decision:

Proposal: Proposed erection of two detached bungalows and two detached double garages

Location: The Shieling, Beech Tree Lane, Camblesforth

Decision no: 2019/1303/FUL

The decision was to grant permission, however there were a considerable number of conditions attached which can be seen on the SDC Planning Portal using the above reference.

5. Any matters brought by members of the public attending the meeting and District Cllr report

Cllrs noted the attendance of District Cllr Jordan.

Cllr Jordan advised that NYCC had issued their budgets with a considerable amount of focus around health and social care – a big part of the budget looking after elderly.... District Cllr Jordan continued that he would be attending a full Council meeting at SDC the next day, which would be focusing on policy and planning.... The current SDC plan is over five years old and considerably outdated. Cllrs would focus on the needs of individual villages and if housing or commercial development was needed.

District Cllr Jordan continued that the District Council was looking to achieve an ambitious plan of carbon neutrality by 2030 – with this in mind Cllrs were looking for equally ambitious proposals for new housing; ways to improve sustainable heating / solar panels and charging points for electric cars. District Cllr Jordan advised that the District Council was looking for contributions and involvement from Parish Councils and he encouraged residents and Cllrs to do so with regard to Camblesforth.

Cllrs noted the attendance of Simone Severn from the Snaith Walking Group

Ms Severn advised the meeting that she was looking to improve public rights of way / walks which link Drax and Camblesforth with Carlton in an effort to link communities together.

Ms Severn continued that the Group was looking to work with landowners and they were keen to ensure walkers were respectful of the land and were looking for new signage making it clear that they stay on the path. Ms Severn concluded by asking that the Parish Council provide a letter of support for the work carried out by the Group – she would send more information to the Clerk.

6. Matters arising – to consider new and on-going issues and decide further action if necessary:

Ongoing

6.1 Procedural Noting of 2020/21 Precept (Clerk)

As a point of record, the Clerk noted a 3% increase on the overall council tax precept from last year. Therefore, in the financial year of 2020/21 Camblesforth precept requirement would be £22,906 which will be paid in two instalments of £11,453, paid in April and October 2020.

6.2 Update on skatepark and funding (Cllr Kempton)

Cllr Kempton advised there were two different types of funding bid of value available from the National Lottery.... Cllrs discussed and agreed to apply for a grant of between 10-12k, which alongside other funding sources should meet the requirement.

Cllrs discussed understanding that community funding might be available from the Newland Windfarm – District Cllr Jordan advised that Drax had received funding bids and recommended the Parish get in touch with the Parish Clerk for further information.

Cllrs heard other sources of funding which included District Cllrs own locality fund which would be available from April, and also CEF funding.

Action: Cllr Kempton to process National Funding application and Clerk to contact Drax Parish Clerk and Chris Healing of CEF to look at available funding options.

6.3 Report from Drax Liaison Meeting (Cllr Ball)

Cllr Ball had attended the first liaison meeting with Drax in January. At the meeting a new Plant Director addressed the attendees and the following summary points were noted by Cllr Ball:

- 2019 completed longest outage ever known on Unit 2
- Over 70 million invested in 2019, with similar amounts forecast for 2020/21 which will allow the plant to continue well beyond its life expectancy whilst meeting environmental demands.
- Continuing with research for large scale carbon capture – a pilot scheme capture 1 tonne of carbon per day and was regarded as great success.
- Drax would be carrying on with community and charities support.
- The issue of tree cutting along A645 was raised again – although Drax had planted these trees they would not cut these back anymore and the matter needed referring to highways and National Grid.

Cllr Ball also advised that the strong smell/odour that was recently over the villages was also discussed at the meeting. Drax advised that it was now understood the cause was as a result of the Golf Club who had laid a top soil of vegetable waste on the grounds. Apparently, there was uncertainty where this had come from, but despite this, the Environment Agency had been involved and had raised no issues.

Cllrs expressed concern about this, which suggested that there was limited control over what was being dumped on the land.

Action: Cllrs asked the Clerk to write to both the Golf Course and Environment Agency and ask for more details / explanation of what the top soil was / confirmation it was safe and if this would be repeated.

6.4 Discussion on VE Celebrations in village (All)

Cllrs discussed a request from Fiona Fenton from the Church committee if the Parish Council would be willing to support proposed celebrations in May for the Victory in Europe commemorations. Cllrs agreed they would be very supportive of the event although needed more information on what was required.

Action: Clerk to obtain specifics of what was required and when for signing off at the March meeting.

6.5 Discussion on allotments – update on tenancies / rents (Clerk/All)

Cllrs agreed to a small increase (£3.00) in allotment rents – it was noted these were still exceptionally low when compared with allotments in other areas.

Clerk advised that there were two vacancies in the allotments following a further tenant advising he was likely to be leaving the village and therefore would be handing in the tenancy. Clerk continued that the plot was a large one, and still in a very poor condition and had clearly had no work carried out - he recommended splitting the plot into two (smaller) plots – the Clerk continued he felt this would make the plot(s) more manageable – Cllrs agreed unanimously to this proposal.

Clerk continued that the tenant of this large plot had advised he had property on the plot (fruit trees and greenhouse) which he wanted to move, but would not be able to do so for a couple of months due to work commitments. Cllrs agreed this time period would impact on any new tenancies and therefore Cllrs agreed to a recommendation of 3 weeks deadline for the tenant to remove his property.

6.6 Discussion on any changes to grass cutting schedule / maintenance in village (All)

Cllr Yates (Chair) advised that he was looking to include Brigg Lane - from Water Lane to English village Salads - and also sections of grass outside houses on Mill Lane, none of which were currently being managed.

Action: Cllr Yates to provide details of the above to the Clerk who would in turn obtain costs of these new areas from the village contractor.

Cllrs noted that there appeared to be a couple of outstanding maintenance issues in the village – power washing of the slabs in the playground appeared to be unfinished and also the bench in the Memorial Garden was not repaired
Clerk to speak to Mr Marshall

6 Correspondence and AOB / urgent matters raised by Cllrs since the Agenda was issued

Street Lighting

Cllrs noted that the lights outside the school had at long last been replaced. Clerk advised that he was not aware of any street lights out of order in the village at the moment. Cllr Yates (Chair) advised that he was aware one light on Mill Lane was on all day.

Action: Clerk to identify pole number and advise NYCC

Clerk reminded meeting that the full itinerary of street lighting was available on the website as well as details on how to report out of order lights – members of the public could report NYCC owned lights, but Parish owned lights needed to be reported to the Parish Clerk.

Cllr Yates (Chair) advised Cllrs that he had seen new LED lights on wooden poles recently in North Duffield – as Cllrs were aware, NYCC had advised the telegraph poles in Camblesforth needed to be replaced with new (steel) poles.

Action: Clerk to contact N Duffield and make enquiries how they had managed this.

Christmas lights

Clerk advised the meeting that following discussions with Drax, they had offered scaffolding poles which could be used for the proposed light display in the Memorial Garden. Clerk would hopefully update Cllrs over the forthcoming weeks.

ID Badges

Clerk advised Cllrs that he was aware a number of Parish Councils were now issuing Cllrs with ID badges to be worn when carrying out their duties..... Cllrs agreed this would be a good idea for Camblesforth and Clerk was asked to progress.

Playground equipment

Cllr Yates (Chair) updated Cllrs that he had received options with regard to play panels to be placed in the new playground, three of which could be chosen. Cllrs agreed that Cllr Kempton should ask local schoolchildren which they preferred

File Note: Cllr Kempton has subsequently advised the pupils at the school have chosen Option 1 (choice of 3 panels) and would like; Lost in space, Treasure map and Number maze

Draft Budget

Clerk advised that he would be sending Cllrs a draft budget for the forthcoming financial year and asked they considered this and if they wanted any additions / projects they wished to be included. This would be discussed at the March meeting with a view to signing off at the April meeting.

Mower Trailer

Cllr Yates (Chair) still to forward quote/costs to Clerk for general circulation and (email) approval

No other business being discussed the meeting concluded at 2055

Date of Next Meeting was advised for Wednesday, 18th March 2020 at 7.15pm

Signed as a true record *Neal Yates* Date *March 2020*

Neal Yates – Parish Chairman

Camblesforth Parish Council

Proposal for Decision Making During the Coronavirus Emergency

Introduction

Following Government instruction banning public gatherings / meetings and in line with current guidelines for social distancing, the following **temporary measures** are to be put in place to ensure essential decision making is carried out by the Parish Council, in particular the payment of invoices received to ensure essential services are maintained (ie street lighting).

These measures will be reviewed by the Chair and the Parish Clerk on a monthly basis and if they are to be maintained for a further month, Cllrs will be duly advised by email by the Clerk.

The measures are designed to avoid physical contact between Cllrs / the Clerk / the public, wherever possible. In exceptional circumstances where face to face contact is required, social distancing rules need to be observed (2 metre at least and washing hands thoroughly after contact).

Where the Chair is not able to carry out their role due to illness, authority will be immediately delegated to the Deputy Chair. Where the Clerk is not able to carry out their role due to illness, the Chair will request a volunteer from Cllrs to stand in.

Members of the public should be encouraged and directed to use the Parish Council Website as much as possible to keep up to date with communications and also advise the Parish Council of urgent matters they wish to bring to the attention of Cllrs.

Cllrs should check their emails at least once a day and unless already provided, provide their telephone number to the Clerk and Chair.

- 1 Outstanding matters or new matters arising may be instigated by any Cllr or the Clerk and should be sent to the Clerk in the first instance who will ensure the full details of the matter are emailed to all Cllrs.
- 2 The Clerk will provide a timeframe for email or (if possible) conference call discussion between the Cllrs, (as agreed with the Parish Chair). The Clerk will ensure all Cllrs are engaged and given the opportunity to provide relevant comments and observations.
- 3 At the end of the discussion timeframe, the Clerk will request Cllr email approval for the matter to be carried / actioned. The number of approvals will depend on the matter in question, but should be a minimum of two Cllrs, and a maximum of three. The Clerk will seek the instruction of the Chair to determine the approval number needed depending on the matter in question. If Cllr approval is not provided in the timeframe, then the Chair will determine if it is necessary to delegate authority to the Clerk to action.

Monthly Financial Reporting

- 4 The Clerk will provide a monthly financial report as normal to Cllrs via email giving Cllrs the opportunity to question and query the finances.

- 5 Financial transactions (cheques) requiring signing will be sent by post or hand delivered in an envelope (subject to Government instructions on mobility) to one signatory who will then repeat to the second signatory, who will then post back to the Clerk for actioning. Face to face contact should be avoided where possible.

Planning Matters

- 6 Where planning applications are received during the emergency period, the Clerk should follow the same process of emailing applications to Cllrs allowing them a discussion timeframe as agreed with the Chair. At the end of the discussion period, the Chair will approve a final observation on each application which will be actioned in the normal way by the Clerk.

Monthly Minutes

- 7 The monthly minutes will be temporarily suspended and replaced by a summary of matters arising, key points of Cllr's discussion, outcome and action, all maintained by the Clerk.
- 8 Financial Records and Planning Applications should be published as normal in the document.
- 9 The Clerk will maintain a separate record of matters arising detailing summary of matter, discussion, approval, action and outcome. Copies of the record should be made available to Cllrs at all times.

Summary Notes of Parish Business (March and April 2020) during the Covid-19 Emergency in the absence of Parish Meetings

Points of Procedure

Parish Meetings during the Covid-19 Emergency

As a point of record, due to the current emergency, Clerk contacted Cllrs prior to the March meeting and recommended that the meeting was cancelled due to government advice regarding public gatherings – he understood that most other Parish Councils were also cancelling their meetings. Clerk noted that several parish Cllrs would be considered to be vulnerable persons and therefore at higher risk of infection.

Cllrs agreed to cancelling Parish Meetings until further notice / advice from Government.

Clerk duly issued emergency procedures to ensure key services of the Parish Council were implemented / actioned and allow Cllrs to consider and vote on matters raised. These can be found as Appendix 1

As a point of procedure, Clerk issued notices of cancellation for the March and April Meetings – these were posted on the website and noticeboards and can be found attached as Appendix 2.

Annual General Meeting

Clerk noted to Cllrs that the Annual General Meeting was due in May, and that this was statutorily a legal requirement that this was held annually, however in light of the current restrictions, particularly on public gatherings, the AGM could not be held.

Clerk advised Cllrs he had drafted emergency procedures for the intent of the meeting to still be implemented in May – these are attached as Appendix 3 – Cllrs approved the draft procedures which the Clerk would implement in May.

February 2020 Minutes

No requests for amendments were made by Cllrs to the February minutes and therefore these stand as true record in the absence of normal procedures for signing off by the Chairman.

Financial Report and reconciliation of Petty Cash (March and April 2020) (Clerk)

Clerk advised Cllrs that he had not received a bank statement in March or April (to date) – however he still proposed to ensure cheques were raised and authorised. Cllrs agreed to emergency financial procedure whereby Clerk would issue a list of cheques to be authorised in the month, and then he would drop these off at Cllr Wild's house, who would sign and take around to Cllr Yates house for him to do the same and then return in the post to the Clerk.

This procedure has been actioned in March and April.

Cheques for Payment in March 2020

Beauty Salon Annual Rent & Electricity Costs for CCTV £384.00
Netwise UK Annual Maintenance costs for Website £300.00
David Marshall Agreed Maintenance in village - see invoice £100.00
David Marshall 1st Grass Cutting for village £380.00
Andrew Crabbe Reimbursement for payment of website hosting (Pipeten) £96.00
Andrew Crabbe Salary for February 2020 £272.00
Neal Yates Reimbursement for purchase of padlocks for village park
Autela Payroll Services Payroll Processing for Q1 £48.24
Total = £1,580.24

Cheques for Payment in April 2020

Eon UK Electricity Charges for March - Street lighting £96.37
Eon UK Electricity Charges for March - Standing Charges £6.05
Eon UK Electricity Charges for February - Street lighting £90.15
Eon UK Electricity Charges for February - Standing Charges £5.66
Ludus Play equipment for new Park Project (Swingo) £2,328.00
David Marshall 2nd Grass Cutting for village £380.00
Andrew Crabbe Salary for March 2020 £272.65
Peter Brown Repairs to Park Gate £96.00
Came & Co. Annual Insurance Premium (2nd year of long term agree) £1,091.02
Total = £4,365.90

Planning applications (Clerk)

Clerk advised he had received no new planning notifications in March and April

4 Matters arising – to consider new and on-going issues and decide further action if necessary:

4.1 Brigg Lane Park

Cllrs discussed Government advice with regard to closing of playgrounds and sport facilities and agreed that it was necessary to close the whole of the park as it was not possible to secure the playground. This was duly actioned and the park gates were locked.

Cllrs would monitor the situation and open when advised by Government that it would be safe to do so.

The other open spaces in the village, Memorial Garden and Millennium Garden would remain open but only for residents to use as part of their daily walks – social gatherings in the gardens would not be permitted.

4.2 Allotments

Cllrs considered if the allotments should remain open during the current emergency. Clerk took advice from local authorities which clarified that allotments were considered to be acceptable exercise as long as restrictions such as social distancing were observed. Cllrs agreed that the allotments should remain open, but with certain rules implemented

Clerk received complaints about some tenants not observing the rules, particularly with regard to social distancing. Tenants were duly reminded of the rules, and subsequently two tenants were issued with a final warning.

On a more positive note, all the allotments are now tenanted, and new tenants have made good progress on improving long neglected plots.

Clerk recommended that the Parish Council pay £500 for the removal of waste and debris from the plots and removal of a large pile of waste at the end of the central path. Recommendation was approved by 4 Cllrs (23rd April 2020) and actioned by the Clerk.

On 21st April tenants reported the lock to the allotments was broken. Clerk recommended to Cllrs that the site remained open due to difficulties in obtaining new keys during the current emergency. Cllrs agreed to the recommendation.

4.3 Grass Cutting / Village Maintenance during the Covid-19 Emergency.

Clerk contacted Cllrs to ask for their views on if the village grass cutter / handyman, Dave Marshall should be permitted to continue with his duties. Cllrs agreed that Mr Marshall worked by himself and therefore should be able to safely observe social distancing. Also, that during the current emergency it was important the village still look in a good condition in order to keep up the morale and spirits of the residents.

Clerk contacted Mr Marshall and advised of the Cllrs decision – Clerk also asked if Mr Marshall was ok with working at this time, which Mr Marshall confirmed he was. Clerk issued a risk assessment to Mr Marshall which was designed to ensure his well-being. A notice was posted on the website / noticeboard advising residents of the above.

4.4 Recent complaints of smells hanging over village

Following on from the February meeting at which Cllrs raised the issue of foul smells over the village and the understanding this was due to landscaping at Drax Golf Club, the Clerk had been instructed to contact the Club to question what had happened and to obtain assurances that the matter was being dealt with and wouldn't happen again.

The Clerk subsequently received the following letter from Matthew Forde the Club Secretary, on 17th March, which was duly sent to Cllrs and Cllr Mike Jordan:

Thank you for your email that has been forwarded to me as Secretary of the Golf Club.

We are truly sorry for the inconvenience that the odour from our landscaping project has caused your residents. The Selby Times covered the story a few weeks ago and we gave them details of the project as I have outlined below.

The situation is that we entered an agreement with a contractor to use inert waste materials to shape some new bunds to enhance the course. Unfortunately, due to the extreme wet autumn the vegetation in the materials has rotted and this, we are assured, is the cause of the odour.

The Environment Agency were alerted to the smell and have asked us to suspend work while they conduct an investigation into the cause.

This meant we were not able to work on the mounds to mask the odour.

As far as we are aware the investigation is nearing completion and we should know soon when we can move forward. The Club has cooperated fully with the EA and we are as keen as you to resolve the situation.

I will inform you of the outcome as soon as we know. I can assure you we are keen to be good neighbours and apologise for not contacting you before now.

Hopefully the Covid19 emergency will not interrupt the process too seriously.

Clerk noted that he would keep the above item on his action plan until further instruction from Cllrs

'Prettying Up' Camblesforth

Following on from discussions in February with regard to improving the look of the village with flower displays, the Clerk has been contacted by a local nursery who are able to provide hanging baskets and flower displays - Cllrs are currently considering this proposal and the costs involved.

4.6 Annual Audit

The government appointed auditor PKF Littlejohn had postponed their instructions with regard to the Annual Audit as they were seeking clarification on how this should progress in light of the Covid19 emergency. Clerk received notification from Littlejohn on 23rd April that the Audit should now commence and deadlines were now extended until October. Clerk anticipated that Camblesforth would be exempt again as in previous years due to expenditure being below £23k in the financial year 2019/20, however specific documentation and proof of spending / budget / transactions would still be required.

Repairs to the Brigg Lane Park

Further to the report in February that the park gate had been vandalised, Cllrs Yates and Wild had identified a local tradesman Peter Brown, who could repair the damage. An invoice was provided to the Clerk for payment.

Cllrs Yates and Wild had also asked Mr Brown to look at the damage to the all-weather pitch fence. Clerk to contact Mr Brown in order to progress a quote for Cllr approval.

ID Badges for Cllrs

Clerk referred to decision taken at the February meeting to introduce ID Badges for Cllrs to be worn when carrying out their duties in the village. He had contacted Selby District Council who advised they did not provide this service, however advised the Clerk to contact a couple of other Parish Councils who had also decided to issue ID badges and had engaged local businesses to do this.

In light of the current emergency, the Clerk noted on his action plan to postpone this item until such time as businesses are operating freely again.

Insurance Renewal

Clerk contacted Cllrs on 10th April to advise that the insurance premium was due for renewal as of 1st June. Details were duly provided to Cllrs who were reminded that they had agreed to a cost saving five-year arrangement with the insurers. A cheque for payment of this year's renewal would be presented in the April cheque list. No further action was required by Cllrs.

5 Matters Raised by Cllrs

5.1 Trailer for Ride on Mower

Further to Cllr Yates request for a trailer for the ride on mower the Parish Council had purchased, he provided details and cost of the trailer for Cllr approval – this was approved by Cllrs – Clerk to action purchase.

5.2 Memorial Garden

Cllr Kempton noted that the bench in the Memorial Garden had been repaired and wished to thank Dave Marshall for carrying this out. Cllr Kempton also requested that a notice was posted on the website encouraging residents to water the new Christmas tree in the Garden as part of their daily walkabout. Clerk actioned this and updated the website.

5.3 New Playground Equipment

Cllr Kempton advised of updates from Ludus, the Company responsible for the new playground equipment – the equipment is made, powdered and ready to go apart from a couple of ropes which the supplier (like most, have temporarily closed). The Swingo is ready to pick up from Hags – this was purchased in December to get last year’s price for the Parish Council The play panels are made and ready. Installers are currently not attending sites for safety reasons, plus they are struggling to get materials delivered. Most of the equipment was therefore ready but obviously could not be installed at the current time

5.4 Lottery Fund Application for Skateboard Park

Cllr Kempton has completed and sent the application for National Lottery Funds for a proposed new skateboard park as part of the Brigg Lane Park Project. Updates to follow.

Summary Notes of (ORDINARY) Parish Meeting for August 2020

As a point of procedure, it is noted that the July meeting of Woodmansey Parish Council was held as a remote meeting managed by Zoom, due to ongoing restrictions as a result of the Covid-19 pandemic.

Date of Meeting Wednesday, 26th August 2020

Time of Meeting 1900

IN ATTENDANCE:

Parish Cllrs Cllr Neal Yates (Chair): Cllr Denise Kempton: Cllr Neil Ball: Cllr Kevin Wild: Cllr Joyce Boyes

District Cllrs Cllr Mike Jordan

Parish Clerk Andrew Crabbe

Apologies None received

1. Present and Apologies (*Chair to confirm quorum*)

Chair welcomed Cllrs to the first ever Zoom (remote) meeting of Camblesforth Parish Council and thanked all for making the effort to get to grips with this new way of holding meetings.

Clerk noted the non-attendance of Cllr James Neale and confirmed he had not received any apology.

1(a) Cllrs to consider applications for co-option of Cllr (*All*) – this item will be closed to any public in attendance

Cllrs noted the application of Stephanie Coleman for the vacant role of Parish Cllr following the resignation of Cllr Eileen Neale – several Cllrs made statement in support of Ms Coleman and commented that she was already active in village / school matters. Cllrs voted unanimously to support the co-option of Ms Coleman to the Parish Council and asked the Clerk to progress this.

Clerk confirmed that the appointment would take place from the September meeting and that he would contact both Ms Coleman and Selby District Council to confirm the above co-option.

2. Declarations of Interest (*Chair*)

District Cllr Jordan advised Cllrs that he wished to declare an interest on planning matters as he was a member of the SDC Planning Committee. This was duly noted by Cllrs.

Cllr Wild also declared an interest in a planning item and would therefore leave the meeting at this point this was discussed by Cllrs.

3 Report from District Cllr Jordan

Cllr Jordan complimented the Parish Council on the success of holding a remote meeting.

Cllr Jordan advised / updated Cllrs on the proposed changes of local government structure - Selby, Ryedale, York and Scarborough were proposing to set up a 'Unitary Body' based in York which would mean a devolution of power from County down to District and even Parish Councils – it could mean the latter would have more responsibility for such areas as roads, acknowledging Camblesforth recent frustrations with NYCC's response on concerns raised. The other alternative was the creation of a 'Super Council' centred around NYCC – Cllr Jordan continued that regardless of which Selby DC would disappear in its current form, and new wards and boundaries would be created. Proposals in the form of bids needed to be submitted to the Government by end of September

Cllr Boyes advised that she felt the districts are better off as they are.... However Chair felt that devolution would benefit the area due to the fact that the Selby District was quite remote from Northallerton and it was easy to be ignored..... Chair continued that he had observed the 1041 had seen a considerable improvement in maintenance not previously seen, but this had in the interests of NYCC due to increased publicity from the closure of the A19. Chair advised he felt that if a local unitary body / Parishes were in charge of roads then things would improve.

Cllr Jordan also advised Cllrs that Paul Welburn had now resigned, and as elections could not be held due to the pandemic, he would continue singularly until next year.

4 Financial Report for July (Clerk)

Clerk shared the monthly financial report on screen – Clerk commented that the PC was spending a lot at the moment - £4k in July and £12 in August – this however was all budgeted for and expected. Clerk pointed out the forecast budget was £18k and the second precept was due shortly. No concerns were raised by the Clerk who confirmed that the finances of the PC were stable and solvent.

Cllr Boyes noted she felt the money spent was well spent and she was aware of many residents commenting on the flower baskets and new playground equipment. The report can be seen as appendix 1 at the end of this report.

5 Planning applications (Clerk)

PROPOSAL: Change of use of land from agricultural to residential
LOCATION: 5 Barn Elms, Camblesforth, Selby
OBSERVATIONS: Cllr Wild asked to confirm the intent of the application was to change from agricultural to residential - Clerk and Chair confirmed their understanding this was the case however this did not mean a building / structure – and it would be a garden extension.

In light of this Cllrs had no observations or concerns with the application

PROPOSAL 50MW ground mounted solar farm and associated infrastructure
LOCATION: Land adjacent to Camela Lane, Camblesforth

OBSERVATIONS: Cllrs discussed how it was felt that regardless of the view of the Parish Council, the development would proceed as it was part of the green economy and the bigger UK energy strategy. Chair continued that although it was unsightly and very large (150 hectares) it was only affecting a limited no. of villages and individual properties directly.

Cllrs discussed how the development might result in financial benefit for the village.

Cllr Boyes commented that she generally was against building on farming land which could never be used again, however she felt solar panels were a better option than housing or windfarms. Cllr Kempton agreed and noted that the development had first appeared on social media some months previously and (the general resident) consensus was that it was better than housing.

6 Matters arising – to consider new and on-going issues and decide further action if necessary:

Ongoing

6.1 Update and discussion on issues of concern with the A1041 – speeding, diversions and blind spots

Chair advised Cllrs that all the current concerns with regard to the A1041 remained unresolved and that he was bitterly disappointed at the response from NYCC / Highways on the matters. To remind Cllrs, the issues were:

- A blind spot at the junction from Mill Lane onto the A1041, with cars coming around the bend on the 1041 risking collision with cars leaving Mill Lane.
- A loose manhole cover on the 1041 causing a considerable noise nuisance for residents living alongside the road 24/7
- Concerns for speeding vehicles, especially lorries, with payment mounting on occasion
- Related to the above, the increase of traffic due to the closure of the A19 and the A1041 being a designated alternative route by Highways.

Chair noted the Clerk's recent correspondence in which Highways had declared they did not feel there was sufficient evidence for a reduction in speed, or that the blind spot was an issue. The issue with the pot hole was still being looked at by Highways who advised the difficulty would be in closing the road for repairs

Clerk confirmed he had emailed the SDC Cllr responsible for Highways (Cllr Metcalfe) and had received no response and that he felt frustrated with the response of all parties involved – no one seemed interested in resolving the concerns of the Parish Council and he had a view that it wasn't until someone was seriously injured or killed before they actioned anything.

Cllrs discussed how to get Camblesforth residents involved and ensure that they understood the Parish Council was doing everything it could – Cllrs agreed that that it would be a good idea to use social media as a vehicle for informing residents of issues and concerns and what the Parish Council was doing.

Cllr Boyes agreed that social media would be useful but also noted the Parish Website contained a lot of this information – Clerk agreed but advised he was disappointed with the level of 'hits' on the website (residents accessing the website) – last year the PC had received criticism about the website and had now purchased a up-to-date / 'state of the art' website, but people were not using it.

Chair continued that in light of Highways comments that the Parish Council's request for a concave mirror opposite Mill Lane had been refused due to the fact the road did not meet the criteria required, he proposed to speak to the landowner opposite the junction and ask for his permission to put up a mirror on private land. Cllrs agreed with this proposal which they felt reflected they had residents' interests at heart more than Highways.

6.2 Update and discussion on allotment issues – requests for bee keeping and fly tipping (All)

Clerk noted that a tenant on the allotment had requested permission to keep bees on the allotment – Clerk continued that this was not covered in the allotment agreements – Cllrs discussed and agreed there was no issue with this and in-fact might benefit other tenants / local resident's gardens whose crops / flowers would be pollinated by the bees.

Cllrs also agreed to a new lock and keys being issued – it was noted that the padlock had been damaged in February but it had not been possible to get a replacement and a sufficient number of keys at the time. Clerk reported that he had not received any issues with the allotments being left open, however Chair advised he had received request for the allotments to be locked.

New

6.3 Discuss and agree format for September meeting in light of ongoing pandemic and guidance (All)

Clerk noted that some Parish Councils were meeting again however these were generally held in larger venues – his concern was that both ERNLLCA and NALC were advising to continue with remote meetings – if Parish Councils wanted to hold physical meetings then a risk assessment would be necessary to ensure social distancing and other safety measures. Clerk continued that in light of the above his recommendation was that the Parish Council should continue with remote meetings and as the Government had recently passed legislation legalising remote meetings until April 2021, he believed this would be a long-term arrangement for the foreseeable future.

Cllr Boyes noted that if the meeting could be restricted to just Cllrs then it would be possible to socially distance, however if the meetings attracted as many residents as previously, social distancing would be impossible in the village hall.

Cllrs agreed unanimously that future meetings should be held remotely and monitored each month, keeping an eye on Government / ERNLLCA guidance.

64 Concerns with overgrown greenery on Drax Road (Cllr Ball)

Cllr Ball raised concerns with overgrown trees and shrubbery along Drax Road, and that it appeared no cutting had been done for at least two years – in places – from Brigg Lane to Croft Road junctions (both sides) lorries were knocking branches off. Cllr Ball continued that in many cases the tree trunks had disappeared under branches which were encroaching onto the paths making it difficult to walk along.....also power cables were close to being touched by the tree tops.

Clerk reminded Cllrs that this matter had been raised in the previous year and Drax, Highways and Northern Powergrid had all denied responsibility for the greenery along the road, and that is how it was left due to Covid hitting the country.

Clerk continued that he had written again to Drax following Cllr Balls latest concerns and Drax had asked for details on where the overgrowth was. Clerk now had this clarification and he proposed to provide this to Drax – if their subsequent response was unsatisfactory to Cllrs, the Clerk recommended escalating the matter and writing to the local press on the matter on behalf of resident's.

Cllrs agreed to this recommendation.

7 Any Other Business or matters raised by Cllrs

7.1 CCTV

Chair advised that he had spoken to an security expert who had recommended repositioning of one of the cameras to ensure more effective cover of the park, particularly the all-weather pitch. Chair felt this was a good idea as most of the historical vandalism was carried out in this area.

The CCTV was due for a service and the Chair recommended inviting the Company (Ryther Alarms) who had installed the camera to quote on moving one of these and compare this with the quote from the security expert the Chair had been speaking to.

Cllr Kempton noted residents had expressed concern about anti-social behaviour on the park carrying on past 1.30am and she supported any measures to try and address this. Chair noted that he had captured the particular incident in question and that it appeared none of those involved were from the village.

Clerk confirmed he would speak to Ryther Alarms when they came out in September for the servicing.

7.2 Anti-Litter Campaign

Clerk noted that he would be posting notices as part of Selby District Councils anti-litter campaign – Cllrs unanimously agreed this was a good scheme and the Parish Council should support it.

7.3 Christmas Lights

Cllr Kempton reminded Cllrs that before the pandemic the Parish Council was looking at a Christmas Lighting scheme using donated scaffolding poles from a contractor at Drax, and asked if this could be revisited.

Clerk replied this was one of the things which had been impacted by the Covid Pandemic and he would contact Drax and see if this could be actioned now – if the contractor was still in business!!

7.4 Pavement Repairs

Cllr Ball advised that he was aware that NYCC were currently carrying out repairs on pavements in the district, but he wasn't aware of anything for Camblesforth. Clerk advised this was also an issue previously raised and Highways had advised that they needed details of where pavement repairs were required – Clerk suggested that if Cllrs could do this and if possible, take photos, he would collate and send onto Highways.

There been no further business, Chair confirmed the end of the meeting at 2045

Date of Next Meeting – Wednesday 16th September – to be held remotely by Zoom

Signed as a true record *Neal Yates* Date *September 2020*

Neal Yates – Parish Chairman

Summary Notes of (ORDINARY) Parish Meeting for September 2020

As a point of procedure, it is noted that the September meeting of Camblesforth Parish Council was held as a remote meeting managed by Zoom, due to ongoing restrictions as a result of the Covid-19 pandemic.

Date of Meeting Wednesday, 16th September 2020

Time of Meeting 1900

IN ATTENDANCE:

Parish Cllrs Cllr Neal Yates (Chair): Cllr Denise Kempton: Cllr Neil Ball: Cllr Kevin Wild: Cllr Joyce Boyes
Cllr Stephanie Coleman

Parish Clerk Andrew Crabbe

3. Present and Apologies (*Chair to confirm quorum*)

Clerk noted the apology for Cllr Boyes

Chair noted and welcomed Stephanie Coleman to the Parish Council and as a point of procedure Cllr Coleman is as this date, an appointed Parish Cllr for Camblesforth.

4. Declarations of Interest (*Chair*)

None Made

5. Report from District Cllr Jordan and matters raised by Members of the Public in attendance

Chair noted that District Cllr Jordan was not in attendance.

6. Financial Report for August (*Clerk*)

Clerk shared a copy of the financial report which had been previously sent to Cllrs and invited comments and questions. None were raised and the Clerk confirmed the Parish accounts were solvent and stable. A copy of the report can be found as Appendix 1

Clerk referred Cllrs to emails during the month in which a cheque made to Ludus Leisure for the new playground equipment had been declined by the Parish Council's bank Unity. When the Clerk had questioned why this was, he was advised that Cllr Yates was not an authorised signatory, this despite the fact he had been signing cheques since 2018 and at no point had Unity advised the Parish Council he was not authorised. Clerk advised this was the latest in a number of issues with the bank and he strongly recommended that the Parish Council look elsewhere for its banking facility.

Cllrs unanimously agreed to this recommendation and Cllr Wild recommended NatWest who had a branch in Goole and he had banked with for a number of years with no problems. Cllrs agreed to this recommendation and the Clerk was instructed to action and transfer the Parish Council's accounts to NatWest.

7. Planning applications

Clerk noted no planning applications had been received for the meeting.

8. Matters arising – to consider new and on-going issues and decide further action if necessary:

Ongoing

6.1 Approval of the Annual Financial Return and accounts (2019/20)

Clerk presented a copy of the financial (year) report for 2019 / 20 and Cllrs were given the opportunity to ask questions. Chair asked the Clerk why the allotment payments were not listed on the financial report – Clerk replied that these fell into the financial Year of 2020/21 and would therefore be seen in next year's report. Details of the payments could be found in the monthly reports for April and May of this year.

Clerk confirmed that due to the spending in the financial year (being less than £25,000) there was no requirement to complete a full audit and he had submitted a request for an Exemption Certificate to the external auditors, Littlejohns. He had also posted the financial report and the Exemption Certificate on the website for the benefit of residents – this was a statutory requirement.

Clerk continued that due to the increased spending by the Parish Council in 2020/21, there would be a need for him to submit a full audit in 2021.

As a point of procedure, the Financial Report and Certificate were approved unanimously by Cllrs.

6.2 Update and discussion on issues of concern with the A1041 – speeding, diversions and blind spots (All)

Chair invited residents in attendance to comment on the situation with concerns for the A1041..... residents stated that they were frustrated at the reaction of NYCC and their obvious disregard for the safety of the community of Camblesforth..... they had recently moved into the village and had already witnessed a number of concerns relating to speeding and lorries mounting the pavements. The resident advised that she had written to Highways on this matter and Cllrs noted that a number of other residents were also doing this. Clerk advised that this was the way forward as at the moment Highways were stating they had no record of incidents or concerns with regard to the road.

Cllrs discussed and agreed that it would be appropriate at this point to contact Nigel Adams with residents' concerns and the Clerk was asked to action this.

6.3 Update and discussion on concerns with overgrown greenery on Drax Road (Cllr Ball)

Clerk confirmed that he had written to Drax about the concerns of the overgrown bushes and trees on the Drax Road, but had received no response. Cllr Ball advised that he understood that many staff were now working from home, but Cllrs agreed that this did not stop them from replying to emails.

Cllr Wild advised that he was shocked at the state of the road, with blind spots now on all the entrances from the side roads onto Drax Road, and he was really concerned at the likelihood of an accident – he was aware vehicles including tractors were having to pull out some way into the road before they could see oncoming traffic and it was only a question of time before there was a collision.

Cllrs Wild and Ball advised they had not heard anything with regard to the Drax / Village liaison meetings and the Clerk advised he would ask for these to be re-instated.

Clerk reminded Cllrs that this was an historical problem and last year both Drax and Highways had stated that it was not their responsibility to cut back the trees and bushes. Cllrs agreed that up until about 3 years ago, Drax had always done this, but now probably as a result of cost cutting, were no longer doing this.

Cllrs discussed and agreed that if a response was not received in the next few weeks, the Clerk should contact the local press with the concerns of the Parish Council.

Note: Cllr Wild subsequently provided photographs of the blind spots which the Clerk had sent onto the contact at Drax. At the time of drafting these notes, no reply had been received from Drax.

New

6.4 Discuss and agree format for October meeting in light of ongoing pandemic and guidance (All)

Clerk advised that all main local government bodies were continuing to recommend that meetings were held remotely due to the ongoing pandemic, and therefore his advice remained as the previous month, to do this until guidance changed. Clerk continued that he did not expect this to change until at least spring of the following year and that meeting remotely was the only 100% way to remove the risk of infection.

Chair asked all Cllrs individually for their views and all (unanimously) agreed that the October meeting should be held remotely (by Zoom). Chair advised that he was pleased to see members of the public in attendance at tonight's meeting and he hoped this would continue going forward.

7. Any correspondence (not covered above) or AOB

7.1 CCTV

Clerk advised that the CCTV cameras facing the park had been serviced and he had attended with the engineer to discuss the proposal to move one of the cameras to improve coverage of the all-weather pitch where most of the anti-social behaviour happened. Engineer had expressed concerns about moving the camera, including – it was likely to be expensive, the property where it was proposed to site the camera could be targeted, there were large trees which if not cut back could completely obscure the camera.

Cllrs discussed another option of taking down a tree which was obscuring the camera view of the all-weather pitch, and agreed this was the most viable option at this point – Cllrs did not want to be in the habit of cutting down trees, but agreed that this could be compensated by the planting of more trees at the other side of the park.

Cllr Wild proposed waiting for the leaves to come off the tree in question and then cut this down, and then in October / November plant new trees..... Cllrs agreed unanimously to this proposal, to be actioned as detailed.

7.2 Signage for Horse Riding / Pedestrians

Chair advised he had received a request for improved signs on Camela Lane (exist from the village) warning drivers of horse-riding and pedestrians.... Cllrs agreed that the Clerk should seek costs for this and report back to the next meeting.

There been no further business, Chair confirmed the end of the meeting at 2030

Date of Next Meeting – Wednesday 21st October – to be held remotely by Zoom

Signed as a true record *Neal Yates* ... Date *October 2020*

Neal Yates – Parish Chairman

Summary Notes of (ORDINARY) Parish Meeting for November 2020

As a point of procedure, it is noted that the November meeting of Camblesforth Parish Council was held as a remote meeting managed by Zoom, due to ongoing restrictions as a result of the Covid-19 pandemic.

Date of Meeting Wednesday, 18th November 2020

Time of Meeting 1900

IN ATTENDANCE:

Parish Cllrs Cllr Neal Yates (Chair): Cllr Denise Kempton: Cllr Neil Ball: Cllr Kevin Wild: Cllr Joyce Boyes:
Cllr Stephanie Coleman – Cllr Elect David Falcus

District Cllr Mike Jordan

Parish Clerk Andrew Crabbe

1 Present and Apologies (Chair to confirm quorum)

Clerk confirmed there were no apologies, Chair confirmed full attendance of Cllrs and the meeting had quorum

1a Chair to formally welcome and introduce new Parish Cllr, David Falcus

Cllr Yates (Chair) welcomed David Falcus to the Parish Council and confirmed his instatement as a Parish Council

2 Declarations of Interest – relevant to the agenda for the meeting (Chair)

Cllrs confirmed there were no declaration of interest relevant to the agenda for the meeting

3 Chair to check Cllr agreement of previous minutes / approval of minutes (Chair)

Cllrs confirmed receipt of the summary notes / minutes of the previous meeting and that these were a true record of the October meeting. Cllr Boyce advised she did not think she had received a copy and Clerk advised he would resend to her.

4 Report from District Cllr Jordan and public session

Cllr Jordan advised that NYCC were considering banning launching of Chinese Lanterns from Council land, as there was some evidence, they were causing environmental damage / risk to cattle – this would be pushed out to Parish Councils for their thoughts in due course

Cllr Jordan also advised he had posted an update on the work on the A19 which had commenced – although this obviously wasn't within his Ward, it had a well-documented impact on the volumes of traffic on the 1041. There was still considerable public unrest at the slowness of the repairs and the resultant disruption however Cllr Jordan and his fellow Cllrs would keep the pressure on NYCC.

Also concerning highways issues, Cllr Jordan advised he understood Yorkshire Water would at long last be coming out to replace the clattering manhole cover, which was due to take place on 21st December and would mean a partial road closure

He also had posted a discussion on low internet speed in some parts of the district which mainly impacted Carlton – Cllrs advised this was not something they were aware of which was impacting on Camblesforth

4a Matters Raised by Public

No members of the public were in attendance at the meeting however Clerk asked if he could raise a number of issues which had been sent to the PC.

Dog Bins in Village

Clerk raised issue of dog bins not being emptied, and in particular the one on Energy Walk.... He understood that SDC had staffing issues due to Covid, and Clerk was asking if this was still the case and the reason for the bin not being emptied. Clerk had spoken to SDC who had advised they would empty the bin and remove the fly tipping around the bin.... He was not sure if this had happened.

Cllr Wild advised he thought it was a poor siting of a bin as it must be difficult to get there to empty.

Continuing the issue of dog bins, Cllrs agreed that a new bin was needed on Hardenshaw Lane as this was a popular place for dog walking – Cllr unanimously agreed and resolved to purchase a new bin and the Clerk was instructed to progress. Chair also noted that the dog bin at the entrance to Barn Elms had been damaged by the contractors who were working on the Hall at the moment and would need replacing. Clerk was asked to write to the new owners of the Hall and make them aware of the damage.

Request for cycle lane

Clerk shared a letter from a member of the public requesting a cycle lane along the A1041 (Camblesforth Straight) following the recent death of a cyclist. Cllr Jordan commented that he had also received same letter and although he supported the principle of cycle lanes, the costs of such a cycle lane would be astronomical and also it would mean narrowing the A1041 which would be equally dangerous.

Matter resolved with Cllrs asking the Clerk to write to the individual stating they supported the principle of cycle lanes, the costs were impractical at this time and unlikely to get NYCC support.

SDC Campaign for avoiding idling cars

Clerk advised Cllrs of new SDC Campaign to prevent idling in cars, leaving exhausts pumping pollution into the environment. The campaign was mainly aimed at school run parents who kept their engines running whilst waiting for their children... SDC had provided a series of posters for posting in on the railings around the school and Clerk asked Cllrs if they had contacts at the school to get them involved. Cllr Kempton advised she would send the contact email to the Clerk through as a start.

Cllrs agreed it was a good idea to clean up the air, especially for the children and Cllr Coleman asked if the notices could be posted at the shops as well, as many cars sat idling here as well.

Drax Liaison Meeting

Clerk noted that Drax would be reinstating their liaison meetings from December. It was also noted that as the meeting would be managed by MS Teams rather than Zoom, Cllr Coleman had offered to represent the PC as she had experience using of using this software..... Cllr Wild confirmed he was happy to stand down on the Liaison Committee and for Cllr Coleman to replace him. Cllr Ball advised he had not used Teams before, and Cllr Coleman agreed to send him a link and help him to use it.

5 Financial Report for October 2020 (Clerk)

Clerk presented the financial report for October, to be found as Appendix 1. Clerk noted that the PC had spent circa 11k due to the fact we had paid for the playground equipment. Cllrs were asked if there were any questions – none were raised and the Clerk confirmed the Parish finances remained in a solvent and stable state.

6 Planning applications (Clerk)

Clerk advised there was only one application which he had sent pre meeting

Proposal: Erection of double garage

Location: Sunnymede, Selby Road

Observations: Cllrs had no concerns and were supportive of the application subject to there being no objections from residents affected.

7 Matters arising – to consider new and on-going issues and decide further action if necessary:

Ongoing

7.1 Update on communications with Drax (overgrown greenery) (Clerk)

Clerk advised Cllrs that the response was the same, that the matter had been referred onto the facilities team. Situation had only improved due to all the leaves and bushes losing their leaves improving visibility.

Situation was recapped for benefit of new Cllrs – the trees and vegetation had been planted by Drax some considerable years prior, and for a number of years they maintained these, however over the past few years this had stopped and now Drax were claiming it was no longer their responsibility – the PC had contacted Highways / NYCC who had advised the same, and it appeared at this time no one wanted to take responsibility for the maintenance. There was an added issue that nearer to the Carlton roundabout there were powerlines and when the trees touched these, there had been power outages in previous years.

Cllrs agreed that this was something which needed to be taken up at the liaison meeting and if nothing happened from there, then it was time to escalate and write to the press and MP, although Cllr Wild suggested it may be appropriate to wait until the trees / bushes were grown again.

7.2 Discussions on projects and budget for 2021/22 (All)

Clerk addressed Cllrs asking for them to consider any projects / additional expenditure that they wished to table for the coming financial year which might impact on the precept. Cllrs noted that in the current year they had funded a number of projects in the village which had qualified the slight increase in the precept in 2019 / 20.

Cllr Wild questioned if the replacement of streetlights on the old wooden poles was continuing – it was believed there were about four or five still needing replacement. Clerk confirmed that two had been replaced in 2019 / 20 in accordance with a previous resolution. This could be escalated if Cllrs felt it was appropriate, although general consensus was to continue with two per year – Cllr Yates advised that following this, the PC needed to look at replacing the old concrete posts it was had responsibility for.

Cllr Yates suggested that the playground equipment needed refurbishment / painting, and this needed to be included in the budget, as well as the ground covering. Clerk agreed with this and noted that some of the equipment appeared to be in a poor condition. A lot of the equipment was also very slippery due to algae and especially in the all-weather pitch. Cllrs discussed and agreed the need for a maintenance programme although this would be very costly, especially for the all-weather pitch. Clerk to organise an inspection ASAP by Wicksteed which should give guidance for costings of maintenance

Cllr Kempton advised that she was looking for approval to reapply for lottery funding for the skatepark. Cllrs agreed this was a good idea and supported Cllr Kempton to proceed.

Cllr Yates advised he would like to look at large flower tubs to be sited throughout the village – self watering, which alongside the flower baskets would improve the look of the village.

It was resolved for Cllrs / Clerk to obtain costings for the above potential projects in time for the December / January meeting.

7.3 Plans for Christmas in the village (All)

The scaffolding was in place now in the Memorial Garden as a frame for Christmas lights and Cllrs thanked Alstrad Scaffolding from Drax PowerStation for their generous support in doing this.

Cllrs discussed if the PC should prioritise either improve Christmas lighting or put up winter flowering baskets. Cllr Boyce stated that although the summer baskets had been brilliant, she felt that the Christmas lights would be more appreciated in the village at this time..... this which was supported by Cllr Wild and Cllrs unanimously resolved a budget of up to £1,000 for improvements to the Christmas lighting to be used on the new framework as well as standalone features in the Memorial Garden..... Cllrs Kempton and Yates confirmed they already had details of lights etc and would action accordingly.

Cllrs also agreed that the budget should include winter storage as well as appropriate protection for electronics and equipment whilst in operation.

Cllrs agreed that the usual Father Christmas tour of the village would not be appropriate in light of the ongoing Covid risks due to almost impossible challenge of observing social distancing and crowd gathering. Instead Cllrs discussed and agreed to organise a letter from Father Christmas to be posted on FB / website and then organise a small present to be delivered directly to children's homes in the village by Cllrs.

New

7.4 Cllrs to discuss winter flower displays using baskets (All)

Cllrs referred to the earlier resolution to focus on Christmas lights / features this year and not proceed with winter baskets this year.

7.5 Discuss and agree if a meeting is to be held in December (Standing Orders dictate there is no meeting) (All)

Cllrs agreed that a meeting should be held in December, but only to consider anything urgent and in particular precept matters / new projects

Meeting to be held on 16th December and it would be held remotely using Zoom.

8 Any correspondence (not covered above) or AOB

8.1 Ginnel Between Pinewood and Millfield

Clerk referred to the state of the ginnel between Pinewood and Mill which was reportedly overgrown and full of litter. The PC had received a quote for a clean-up which was quite expensive, and the Clerk referred to Cllrs for any instruction.

Cllr Yates advised that he felt that the PC should not be responsible for cleaning this any further. It was private property / land and the PC was throwing (public) money at this for little gain – there was a suspicion that residents alongside the ginnel were responsible for a lot of the rubbish there which had clearly been thrown from properties, but regardless of which the cleaning up needed to be done by the landowner or at least the residents.

Cllrs agreed unanimously and resolved that the PC should no longer fund the cleaning of the ginnel..... the Clerk was instructed to write to residents and advise them of this and if they wanted the greenery cut back, they needed to do this themselves. Cllr Yates would email Clerk with address details for the residents and a generic letter would be sent to the above intent.

8.2 Drax Social Club

Cllr Ball asked if there was any update on the issue of the foul-smelling waste / compost dumped at the Drax Social Club / Golf Course..... Cllrs were reminded the PC had received a letter from the Social Club Manager at the time advising he would keep the PC up to date, however nothing had been received..... Cllrs agreed that the Clerk should contact the Social Club and ask for an update

8.3 Parish Council Safe

Cllr Ball asked if there had been any further development with regard to retrieving the safe owned by the Parish Council.... Cllr Yates advised that there had not been due to Covid, and this needed to be kept on the live items list for future resolution

There been no further business, Chair confirmed the end of the meeting at 2100

Date of Next Meeting – Wednesday, 16 December – to be held remotely by Zoom

Signed as a true record ... *Neal Yates* Date *December 2020*

Neal Yates – Parish Chairman

Camblesforth Parish Council

Presented at November 2020 Meeting For the Month of **October**

From: Parish Clerk
To: Parish Councillors

Box 1	
Community Account (666)	
Opening Balance as of end of Sept 2020 (Statement No. 210)	£39,381.32
Transactions in Oct 2020	

Debits				
Date Cashed	Cheque No.	Paid to	Reason	Amount
8th Oct	301629	Andrew Crabbe	Salary for August 2020	£272.65
9th Oct	301630	Ludus Leisure	New playground equipment	£9,672.00
9th Oct	301623	Dave Marshall	Watering of plants (required watering twice a week) 31 Aug	£60.00
9th Oct	301624	Dave Marshall	Grass cutting for July - Cut 10 & Cut 5	£520.00
9th Oct	301625	Dave Marshall	Watering of plants (required watering twice a week) 3rd Aug	£140.00
9th Oct	301626	Dave Marshall	Grass cutting for August - Cut 9	£380.00
9th Oct	301627	Eon UK	Electricity Charges for August - Standing Charges	£96.37
9th Oct	301628	Eon UK	Electricity Charges for August - Street lighting	£6.05

Credits		
Date of Credit	Reason	Amount

Summary =	Balance as of end Sept 2020 =	£39,381.32
	Total spend in October (presented) =	£11,147.07
	Credit Received in October 2020 =	£0.00
	*Total balance in bank as of end of September =	£28,234.25
	* as per Bank Statement 210	

Box 3	
New Cheques Issued at November 2020 Meeting	Amount
Andrew Crabbe - Salary for October 2020	£282.00
Dave Marshall - Watering and removing dead plants from hanging baskets 11th - 27th Oct	£40.00
Dave Marshall - Cutting back hedges in Park and Gardens	£170.00
Eon UK - Electricity Charges for October 20 - Standing Charges	£9.05
Eon UK - Electricity Charges for August - Street lighting	£96.37
Total cheques to be issued at the November 2020 Meeting =	£597.42

Box 5	
No.2 Account: High Interest Account (682)	Balances
Last Statement received in May 2019 =	£17,354.28

Box 2	
Outstanding Cheques	Amount
Eon UK - Electricity Charges for July - Street lighting	£96.37
Andrew Crabbe - Reimbursement for stamps	£16.92
Dave Marshall - Grass-cutting for village (No 11 cut)	£380.00
Dave Marshall - Watering of Hanging Baskets (No 11 cut)	£100.00
Andrew Crabbe - Salary for September 2020 (inc LG salary increase backdate)	£338.76
Andrew Crabbe - Reimbursement for Printer Cartridges	£43.99
Andrew Crabbe - Reimbursement for Poppy Wreath	£20.75
Eon UK - Electricity Charges for Sept - Street lighting	£93.26
Eon UK - Electricity Charges for Sept - Standing Charges	£5.85

Cheques still to be cashed as of end of October 2020 £1,095.90

Box 4	
Summary of PC Accounts until end of November 2020 (Actuals & Forecasts)	
No.1 Account: Community Account (666)	
a (Actual) Bank Balance at end of Sept (verified by Statement 210) =	£39,381.32
b (Actual) Total Spend in Oct 20 (cash) =	£11,147.07
c Uncashed Cheques from Oct 2020 (Actual)	£1,095.90
d New Cheques issued at November 2020 meeting (Actual)	£597.42
e Forecast Spending for end of November 2020 (which is box b, c and d)	£12,840.39
f Credit Payments made in October 2020	£0.00
g Forecast of Balance for end of November 2020 (which is box e deducted from box a, added to box f) =	£26,540.93

Summary Notes of (EXTRA-ORDINARY) Parish Meeting for December 2020

As a point of procedure, it is noted that the December meeting of Camblesforth Parish Council was held as a remote meeting managed by Zoom, due to ongoing restrictions because of the Covid-19 pandemic.

Date of Meeting Wednesday, 16th December 2020

Time of Meeting 1900

IN ATTENDANCE:

Parish Cllrs Cllr Neal Yates (Chair): Cllr Denise Kempton: Cllr Neil Ball: Cllr Kevin Wild: Cllr Joyce Boyes:
Cllr Stephanie Coleman: Cllr David Falcus

District Cllr Mike Jordan

Parish Clerk Andrew Crabbe

As a point of procedure, it is duly noted that the December meeting was an extra-ordinary one, abridged to cover matters of priority and although the meeting was open to the public, only urgent matters should be raised.

No members of the public attended.

1. Present and Apologies (Chair to confirm quorum)

Clerk advised no apologies and Chair confirmed the meeting was quorate.

2. Declarations of Interest – relevant to the agenda for the meeting (Chair)

Cllrs advised no declarations of interest.

3. Chair to check Cllr agreement of previous minutes / approval of minutes (Chair)

Chair asked Cllrs if they had received, read, and agreed with the minutes / summary notes from November – Cllrs confirmed this was the case and the Chair duly approved the minutes.

4. Financial Report for November 2020 (Clerk)

Clerk shared the financial report previously sent out and which can be found as **Appendix 1**. Clerk reported no concerns and the PC remained in a financially solvent and stable condition, so much so that he would not be recommending a precept increase in 2021 /22 on operational / budget grounds as the forecast yearend balance would be high enough for the existing level of precept to cover the budget in the New Financial Year. Clerk provided a forecast report on Budget spending which can be found as **Appendix 2**

4.1 Issues with EON (Electricity Provider)

Clerk referred to emails sent earlier relating to the electricity provider EON who had advised that there were outstanding payments dating back to 2017 – a further email from another EON employee advised that there were additional unpaid bills from 2016. This was the first time the Parish Council had been made aware of the issue and the Clerk was concerned that the emails from EON advised that unless immediate was made electricity supplies would be cut off... this was of particular concern as the electricity provided by EON was singularly for street lighting.

Clerk noted that he was checking financial records to validate EONs claims but was extremely disappointed with the whole matter – the fact that they had threatened to cut off street lighting on a first letter and bearing in mind they had sent out a list of supposed unpaid bills only to send a further updated list, meant he had no confidence in them. He had noted on several occasions that EON often did not cash cheques for several months, reflected in the fact they appeared frequently in the uncashed box of the financial report. Cllr Falcus noted that cheques were only valid for a short period and it was obvious that they had left the cheques too long for payment.

Clerk advised Cllrs he would look at different energy suppliers and see if the Parish Council could obtain better tariffs. Cllr Wild commented that he felt that the PC should look at transferring regardless of tariffs as it was evident that EON had no respect for the PC as a customer.

Matter would be carried over to January meeting for final resolution.

5. Planning applications (Clerk)

Clerk advised there were no planning matters for Cllrs to consider

6. Matters arising – to consider new and on-going issues and decide further action if necessary:

Ongoing

6.1 Report from Drax Liaison Meeting) (Cllrs Coleman and Ball)

Cllr Coleman noted the following points from the Liaison meeting.

6.1.2 A645

There is a new facilities manager named Anna Thompson who started the role in the summer. She has been looking into the problem with the trees regarding a traffic management system, safety of the contractors and responsibility. She is having a meeting with the Highways Agency 5th Jan 2021 and will send me an update following this. I also raised the issue of rubbish being thrown from lorries and they have agreed to talk to their drivers.

Energy path dog poo bins

This had already been highlighted to them. Anna has set up a management plan so that these bins do not overflow. If there are any further issues, we can email her directly to get this resolved.

Facebook

Drax would like a quick way to communicate with the local villages about event such as testing. A Councillor from Drax suggested the village Facebook pages. Jane will request to join the Camblesforth Village News page.

The next meeting is scheduled for 22nd March 2021 and again will be over Microsoft Team

6.2 Discussions on projects and report on Operational Budget needs for 2021/22 (All)

Cllrs discussed potential projects for the new financial year..... it was noted the main project for the new year would be refurbishing the playground equipment which was in a poor state at this moment. Cllr Kempton noted that the roundabout seemed to be in an extremely poor condition. Clerk noted that he had requested a playground inspection but the lead times for these were considerable at the moment and any inspection was not likely to happen until mid-January at the earliest.... however, the inspection would give the PC an indication of what was needed in terms of repair and maintenance.

In addition, the ground in the play areas and the all-weather pitch were very slippery – Cllrs agreed that new grounding would be extremely expensive, and Chair reminded Cllrs that a cost of circa £15k had been suggested when the PC was putting in the new playground. A cheaper option might be to look at replacing the matting with wood chippings.

Regarding the all-weather pitch Chair suggested it might be more cost effective to purchase equipment for the PC to maintain the pitch itself rather than get contractors in. Cllrs recalled that when contractors were called in approximately 6 years ago the cost was approximately 4k and this may end up being an annual cost.

Clerk noted that a decision had to be made at the next meeting with regard to the precept to be advised to Selby DC shortly after the meeting..... Clerk continued that it was likely to be too late now to get quotes for the repairs / maintenance of the park / playground and therefore he recommended that an amount was estimated and factored into the precept demand, otherwise the PC would have to fall back on its reserves. It was entirely reasonable to overestimate as any money not spent would simply be carried over into the new financial year and thereby lessen the likelihood of the need to make an increase the following year. Key to all this would be ensuring residents were aware of the purpose of any increase and how this impacted on them, which was often a matter of pence per annum.

Chair noted previous comments from District Cllr Jordan regarding the monies received by Selby District Council from Drax and recommended that the Parish Council become more vocal in lobbying for financial support for community projects from both Drax and SDC.

Cllr Coleman suggested that a more effective strategy might be for a joint approach with other Parish Councils affected by the power station and Cllrs agreed this was something which needed to be explored.

Cllr Kempton noted the contrast in the amounts suggested by District Cllr Jordan were being paid by Drax to SDC and the amounts that they were prepared to contribute to applications from the Parish Council towards community projects such as the skateboard park.

Clerk noted that an amount would have to be put aside for the flower baskets if Cllrs agreed to run with this again – Cllr Boyce advised she had received a lot of positive feedback on the streetlight flowers and was keen to see this carried out again.

Final decisions to be made at the January 2021 meeting and the Clerk recommended this item was the primary point of discussion for Cllrs.

6.3 Plans for Christmas in the village (All)

Cllrs discussed the arrangements for the visit of Father Christmas to the village and arrangements were put in place.

7 AOB

Cllr Kempton confirmed that she had spent £476.96 on Christmas decorations for the memorial garden. Cllr Kempton also requested that she spent the remaining budget in the January sale for 2021. Cllrs unanimously agreed to the proposal and thanked Cllr Kempton for all her sterling efforts. Particular thanks were also given to Cllr Kempton's husband Lee for all his hard work in setting up the lights in the Memorial Garden.

Cllr Ball asked if a designated box could be purchased in the New Year for storing the lights. Cllrs agreed to look at this at the next meeting.

Clerk noted that the current recommendations continued for Parish Councils to continue with remote meetings and avoid face to face meetings, and therefore he was recommending the PC continued with Zoom at least for the January meeting but most likely for the foreseeable future.

There been no further business, Chair confirmed the end of the meeting at 2100

Date of Next Meeting – Wednesday, 20th January 2021 – to be held remotely by Zoom

Signed as a true record *Neal Yates* Date *January 2021*

Neal Yates – Parish Chairman