

# Escrick Parish Council

**Official notice of the ANNUAL meeting of Escrick Parish Council to be held at 7.30pm on MONDAY 13<sup>th</sup> MAY 2024. The meeting will be held in The Wenlock Room at The Parsonage Hotel (adjacent to the hotel reception desk). Members of the public are welcome to join for part 1 of the meeting.**

Councillors are summoned to attend the monthly Meeting of the Parish Council detailed above and to consider and resolve the business to transacted on the agenda below.

*Meetings are open to the Press and Public except for any item labelled as part 2 under the Public Bodies (Admission to Meetings) Act 1960, Section 1. Press and public may not speak when the council is in progress; when councillors are discussing council business; when councillors are in the process of decision making. Any elector is entitled to attend this meeting and any concerns, questions or suggestions will be taken after the Chairman welcomes those present. The time for this will be limited to 15 minutes.  
Contact: Chair – Terry Chambers, chair@escrick.org; Clerk – Sally Look, clerk@escrick.org*

## Part 1

- 24085: Welcome: Chair to welcome Councillors and members of public to the meeting.**
- 24086: To consider the co-option of any new councillors in attendance.**
- 24087: Apologies/Attendance/ Meeting procedures:**
- a. Present: Chair to make a note of attendees.
  - b. Apologies: Council to receive apologies and any reasons for absence from councillors; to consider and resolve whether or not to accept any reasons given.
- 24088: Interests:** Chair to remind members to make any declarations of interest in any agenda items.
- 24089: Agree meeting venue for the coming year.**
- 24090: Statutory Annual Parish Council meeting business:**
- a. Election of the Chairman of the Parish Council  
Councillors to elect a chairman of the Parish Council.  
Chairman to sign acceptance of office, clerk to witness signature.  
Clerk to countersign Chairman's acceptance of office.
  - b. Election of Vice Chairman;  
Councillors to elect a vice chairman of the Parish Council.  
Chairman to sign acceptance of office, clerk to witness signature.  
Clerk to countersign Chairman's acceptance of office.
- 24091: Committees:**  
To resolve necessity of any committees, working groups and volunteers. Current committees /working groups and members are as follows:
- a. Committees;  
Finance & Admin Committee.
  - b. Working Groups;  
Planning Working Group; To review the role of the planning working group. To resolve any changes  
Neighbourhood Plan Working Group.
  - c. Representation on external bodies;  
Village Green Association representative  
Playing Fields Association.  
Other responsibilities;  
Defibrillator checks

Website  
 War memorials and Jubilee Fountain  
 Grit bins.

**24092: Agree schedule of meetings for the coming year:**

- a. Monthly Parish Council meetings ordinarily take place on the 1<sup>st</sup> Monday of the month at 7.00pm.
- b. To confirm dates of meetings as Monday 3<sup>rd</sup> June 2024, 1<sup>st</sup> July 2024, Monday 9<sup>th</sup> Sept 2024, Monday 7<sup>th</sup> Oct 2024, Monday 4<sup>th</sup> Nov 2024, Monday 2<sup>nd</sup> Dec 2024, Monday 6<sup>th</sup> Jan 2025, Monday 3<sup>rd</sup> February 2025, Monday 3<sup>rd</sup> March 2025, Monday 7<sup>th</sup> April 2025 and Monday 12<sup>th</sup> May 2025. Annual Parish Council meeting to be held on Monday 12<sup>th</sup> May 2025.

**24093: Public correspondence received:** Council to note any correspondence received from members of the public prior to the meeting.

- a. Email from member of the public with concerns about sewerage capacity and the North Selby Mine development.
- b. Concerns raised about application ZG2024/0297/TCA to fell 2 x Ash trees.

**24094: Public session:** Council to receive comments on agenda items or other questions/comments from electors present.

**24095: Updates from other authorities:**

- a. Divisional Councillor report.

**24096: Minutes:** To resolve whether to accept the minutes of the Parish Council meeting held on 8 April 2024.

Finance and Governance

**24097: Policy & Governance:**

- a. To note the Annual Internal Audit Report for 2023/24 included at page 3 of the Annual Governance and Accountability Return (AGAR).
- b. To approve Section 1 – Annual Governance Statement 2023/24 on page 4 of the AGAR.
- c. To approve Section 2 – Accounting Statements 2023/24 on page 5 of the AGAR.
- d. To approve publication of the documents required by the Accounts and Audit Regulations 2015, the Local Audit (Smaller Authorities) Regulations 2015 and the Transparency Code for Smaller Authorities.

**24098: Finance:**

- a. To note the year end annual accounts for submission to the internal auditor.
- b. Account balances and reconciliation:

		Community account	BMM account
i.	Account balances as at 2 April 2024:	<b>£4841.68</b>	<b>£29,224.07</b>
ii.	Payments made since last meeting:		
	S Look – March expenses	-£20.75	
	S Look – March salary	As agreed	
	R Rowson – domain fee VAT	-£3.20	
	YLCA Annual membership fee	-£246.00	
	PWLB – Streetlight loan	-£1467.74	
iii.	Payments made since last meeting under clerks delegated powers:		

	Autela – payroll Q4 2023-24 Jan- March	-£73.73	
	S Look – April salary	As agreed	
iv.	Internal Transfer		
	Nil		
v.	Receipts:		
			£11,280.47
	<b>Account balances as at 6 May 2024:</b>	<b>£2096.74</b>	<b>£40,504.54</b>

c. Routine payments to be made:

viii.			
	S Look – April expenses	-£18.00	
	B Hopper- Annual Internal Audit	-£TBC	

d. Purchases / exceptional payments to be approved and made:

ix.	Nil		
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## Maintenance

### 24099: Maintenance issues:

- To receive an update on any maintenance issues arising. To resolve any further action.
- To receive an update on replacing the small fence posts surrounding the Dolphin fish fountain.

## Playing field / Play area

### 24100: Playing field update:

- To receive any update on Escrick Playing Fields Association.

## Planning

### 24101: Planning, new applications: To resolve comments on the following applications:

- 2023/0110/FUL. Traves A Abattoir Main Street. Residential conversion of existing buildings into 4 No 2 bedroom dwellings, erection of 1 No 3 bedroom and 3 No 4 bedroom dwellings together with associated garages and alterations to an existing building to form a store/garage for Langrigg, together with associated works including an improved access to Main St. Comments by 22 May 2024.
- ZG2023/0476/FUL. Black Bull 91 Main Street Escrick. Conversion of existing double garage into 1 No 2 person house with parking. Comments by 17 May 2024.

### 24102: Planning ongoing:

- To receive any further update if received prior to the meeting from Hannah Blackburn in the area planning department regarding the corporate complaint raised in November 2022 with them in relation to 2022/0357/TCA. Hellings House, 73 Main Street, Escrick - the tree work and 2021/1375/HPA.
- ZG2023/0691/HPA. Grove House Skipwith Road. To report on any progress to relocate the gas tank in the front garden as requested by planning enforcement.
- 2023/0110/FUL - Traves A, Abattoir, Main Street, Escrick, YO19 6JP. To receive any further update on the S106 proposals.
- ZG2023/1110/FUL. Post Office Row, 7 Main Street. Erection of dwelling and formation of access – To receive update from planning officer.

### 24103: Planning determinations: To note determinations made since last meeting.

- a. ZG2024/0143/TPO. 6 Skipwith Road, Escrick. Application for consent to reduce by approximately 2m and shape to trim back from the road to 1No Holly tree (T1) and trim all new growth by 30% and leave as a ball to 1No Yew tree (T2) covered by TPO 25/1990 in the conservation area. APPROVED.
- b. ZG2024/0118/TPO. 10 Dower Park, Escrick. Application for consent to crown lift to 2.5m and lateral reduce to give 1.5m clearance from the adjacent structure to 1No Himalaya Birch tree covered by TPO 5/1984. APPROVED.
- c. ZG2023/0712/FUL. Bell Farm, Riccall Road, Escrick. Erection of a single building for the manufacture of wooden sheds and outbuildings (Resubmission of 2022/0964/FUL). REFUSED.

**24104: Other Planning matters:**

- a. To receive any update on SDC local plan consultation.
- b. To receive any further update on the North Yorkshire Council Local Plan.

## Highways items

**24105: Streetlighting:**

- a. To receive any update from NYC regarding the streetlight out on the junction of Skipwith Road / A19. Reported in October (Parish Council light, Skipwith Road, post 1).

**24106: A19 traffic:**

- a. To consider any further action regarding concerns raised about traffic problems and road safety for pedestrians crossing the A19 at the junction of Skipwith Road.
- b. To consider options for solar powered bus stop lighting for the York bound bus stop on the A19 at the layby outside Sangthai restaurant.

**24107: Parking issues near the primary school:**

- a. To report on parking issues near the school.

## Other

**24108: Correspondence received:**

- a. YLCA: White Rose Update and training.
- b. Notification of A645 / A19 S278 Highway improvements.
- c. NYC Standards Bulletin.

**24109: Comments from public present on agenda items.** Note: decisions cannot be made on items brought to this stage of the meeting.

**24110: Items for the next meeting:**

- a. To note any items for the agenda of the Parish Council meeting to be held on **Monday 3 June 2024**.

*Signed: Sally Look, Clerk, Escrick Parish Council*

*Date: 7<sup>th</sup> May 2024*