

ROECLIFFE AND WESTWICK PARISH COUNCIL

Minutes of Roecliffe and Westwick Parish Council Meeting held on Monday 23rd January 2023 at 7.00pm in Roecliffe School Hall.

Attendees: Cllr Pillar (Chair), Cllr Bishop, Cllr Collin, Cllr Reeve, Cllr Varley, Cllr Wormald and the Clerk

1. To receive apologies and approve reasons for absence

None received.

2. To receive any declarations of interest under the council's Code of Conduct or member's Register of Interests.

No declarations.

3. To confirm the minutes of ordinary meeting held on 21st November 2022 are a true and correct record.

These were confirmed and signed by Cllr Pillar

4. To receive an update on the co-option process and introduction of a new councillor.

Cllr Peter Wormald has been co-opted onto the Parish Council.

5. To receive the Councillor's Report.

Cllr Brown gave his apologies but did report that Roecliffe was successful in the draw for £312.50 towards the Coronation Celebrations in Roecliffe.

6. To receive an update on Finance:

6.1 To approve the Income and Expenditure for the period 15/11/2022 – 14/01/22 and Bank Reconciliation.

This was **approved** and is attached as Appendix A

6.2 To approve the year to date income and expenditure.

This was **approved**.

6.3 To approve the 2023 grass cutting quote from Farm & Land Services.

The quote was **approved**.

6.4 To approve the following accounts for payment:

Clerk's Salary and HMRC (Jan) + ¼ expenses	£247.96
Yorkshire Accts (Ripon) payroll	£72.00
Open Spaces Society Subscription	£45.00

The above payments were **approved**.

7. To receive information on the following Highways issues and decide further action where necessary:

7.1 To receive an update on Highways issues reported to Area 6 (moving 30mph signs, replacement of 30mph repeater signs, cleansing of signs, missing bollard.)

There has been no response from Area 6 highways about the ongoing highways issues in Roecliffe. It was **agreed** to write a formal letter of complaint to Area 6.

7.2 To receive an update on the 20's Plenty Speed initiative in Roecliffe. (DB)

Email correspondence has been received from Area 6 Highways. They will visit Roecliffe to assess the suitability of 20mph speed limits. It was **agreed** to forward the data from the Bar Lane traffic survey as further evidence.

7.3 To receive an update on Community Speed Check Training and Implementation.

Four people are required at any time to undertake a Community Speed Check. Locations and times are required.

ACTION: Cllr Pillar to email the village for volunteers.

7.4 To discuss road condition on Bar Lane (DB)

See 7.1

7.5 To receive an update on widening the bus layby outside the Church (Clerk)

The clerk read an update from the previous Parish Councillor who was working on this. Funding for a hearse park will be available through CIL. This will become available when units are completed at Roecliffe Park.

7.6 To receive an update on road flooding outside The Crown Inn and blocked gullies in the village. (TC, SV)

Gullies were cleared in the village before Christmas but there are still problems when it rains. It was **agreed** to take photographs of flooding to forward to Highways.

8. To receive an update on recent Planning Applications:

8.1 22/03942/FUL Erection of annex. Shepherds Rest Roecliffe Village Roecliffe North Yorkshire YO51 9LY **Approved with Conditions.**

8.2 22/03192/FULMAJ Land At Brickyard Road Roecliffe York YO51 9NS Change of use of heavy engineering plant storage facility (Use Class B8) to form heavy goods vehicle depot (Use Class Sui Generis) to include formation of hardstanding, installation of fencing, gates, underground water storage tank and landscaping. **Awaiting Decision, HBC internal target date 27th January 2023**

9. To further consider the use of the Village Common for Forest School lessons, to be provided by Born of the Forest for Roecliffe School.

Whilst the council support the principle of Forest School lessons, it was agreed that Roecliffe Common was not a suitable venue but the Council would support Roecliffe School finding a more suitable local venue.

10. To receive an update on a recent meeting of Councillors with Reed Boardall concerning increasing noise pollution from Reed Boardall and Paynes Dairies.

The recent meeting was with Reed Boardall and Councillors Pillar and Collin. The noise control measures that the councillors suggested to RB were discounted as in reality they would not help the noise pollution. There are no plans for a site expansion; the site is at capacity now. RB has the biggest warehouses in Europe for chilled produce. It was raised that there is quite a gap between the ground and the perimeter fence next to the public footpath where quite large dogs and possibly small children could get underneath.

11. To receive an update on continuing Litter Problems on Industrial Estate.

Councillor Bishop has taken photographs of the continuing problems which have been forwarded to Environmental Health. Token efforts have been made but the litter problem persists.

12. To receive an update on the new Litter Bins.

HBC have been informed that the litter bin in the centre of the village remains in the wrong location, the original bin site has still not been made good and there is still no bin on Bar Lane. HBC agreed to make it a priority. Their records suggested the bins had been delivered on 13th September 2022.

13. To discuss possible loss of Village Bus Service.

No definite evidence so no further action at present.

14. To discuss the provision of secure storage for Parish Council Files.

Parish Council Files are held at various locations. It was agreed to confirm what files need retaining and for how long and how to dispose of outdated files.

Action: Clerk to forward NALC Document retention policy to councillors and contact HBC about holding duplicate planning documents.

15. To develop a policy for protecting and conserving the Village Green with respect to the s.12 of the Inclosure Act 1857 and s.29 of the Commons Act 1876.

No update.

16. To receive an update on Tree Maintenance and Grass Cutting.

The Lime Tree on the Village Green recommended in the tree survey for removal now has a tree preservation order. The Tree specialist is in communication with HBC to discuss future of tree. It was agreed to proceed with the removal of the 2nd tree highlighted in the tree survey.

ACTION: Cllr Varley to contact JC Trees re 2nd tree.

17. To discuss celebrating the King's Coronation on May 6th 2023

It was agreed to hold a similar celebration for the Coronation as was held last year for the Jubilee. It was agreed that a working party should be formed to coordinate planning the event as was the case last year.

18. To confirm the date and time of Next Parish Council Meeting as Monday 20th March 2023

Confirmed

19. To set dates for the Annual Parish Meeting and the Annual Parish Council Meeting.

Annual Parish Meeting/Assembly	18 th April 2023
Annual Parish Council Meeting	15 th May 2023

Roecliffe School Hall at 7pm

The meeting closed at 9.00 pm

Appendix A

Income & Expenditure & Bank Reconciliation for Period 15/11/22 – 14/01/23

	Date Banked	Number	Income	Expenditure	Total
Opening Balance per Community Account				Total Parish Village Fund	£12703.67 £9770.87 £2932.13
Opening Balance per Business Manager Account					£1254.71
Interest	02/12/2022		1.32		1.32
				Total	£1.32
Hall Hire	18/10/2022	100790		85.00	85.00
Clerk sal(Nov)+ ¼ exp Create Domain renew PC Crew Computer	01/12/2022	100794		304.46	304.46
Bank Charges	05/12/2022	DD		15.00	15.00
Longleaf Tree Consult.		100795		286.00	*286.00
Farm & Land		100796		117.00	*117.00
Bank Charges	04/01/2023	DD		10.00	10.00
Clerk sal(Dec)+ stationery + Create hosting	06/01/2023	100797		409.05	409.05
HMRC	11/01/2022	100798		12.60	12.60
				Sub Total	£1239.11
*less cheques not presented		100795		286.00	286.00
		100796		117.00	117.00
				Total	£836.11
Closing Balance per Community Account				Total Parish Village Fund	£11867.56 £8935.43 £2932.13
Closing Balance per Business Manager Account					£1256.03
Total Funds				Parish Village Fund	£10191.46 £2932.13