



# Molescroft

## Parish Council

### MINUTES OF THE MOLESCROFT PARISH COUNCIL MEETING HELD AT 7.30 PM, THURSDAY 15 SEPTEMBER 2011 AT THE MOLESCROFT PAVILION.

#### **PRESENT**

Councillors, M.Hildyard (Chairman), L.Richings, P.Smith B.Hanneman, B.Gregory, M.Fleming, H.Brown, P.Ranson, C.Coates, G.Shores, J.Whalley

#### **281. Apologies**

Apologies were received from Councillor Agerskow

#### **282. Known declarations of interest**

No declarations of interest were received

#### **283. Approval of the Minutes of the previous meeting.**

The minutes had been circulated and were approved as a true record of proceedings.

#### **284 Matters Arising**

The Clerk raised the issue of the draft minutes, these are normally circulated 7 days prior to the next meeting,

The Clerk suggested that in order to give Councillors more time to read the minutes and ensure that any corrections are made prior to the next Parish Council meeting that they be circulated as soon as possible after the meeting (approximately 1 week).

The chairman suggested a note on the website to ensure readers are made aware that minutes are finally approved as a correct record and any inaccuracies corrected at the next meeting.

**Agreed – The draft minutes be circulated to Councillors normally within one week of the meeting.**

#### **Action Clerk**

**Agreed – A form of words be drafted to be added to the minutes sections of the website minutes.**

Agenda item 278 In response to a question raised by Councillor Hanneman the Clerk confirmed that the tree at number 2 Hargreave Close is to be replaced.

Agenda item 275 Councillor Fleming confirmed that he had spoken again to the Assistant Head of Longcroft School re the invitation for a small group of students to attend a Parish Council meeting.

#### **285. Public Participation Session**

No members of the public were present

#### **286. Accounts for payment**

Accounts due for payment were approved in accordance with the schedule presented to the meeting and attached to these minutes. The Clerk gave an overview of the current spending against income, this showed an overspend position after 6 months. This had been caused by a number of factors including vandalism, purchase of two new notice boards and the cutting of the allotment hedges, the amount of overspend had been offset by a reduction in insurance costs, and 3 year fixed costs on routine checks i.e. Fire alarms/extinguishers.

#### **287. Parish sign**

Councillor Hildyard reported that he had spoken to the Mayor of Beverley informally about a joint project to celebrate the Queens Diamond Jubilee. It was suggested that Parish/Town signs could be an option. The Clerk confirmed that he had contacted the Clerk of Beverley Town Council who had suggested that a Molescroft Parish Councillor be invited to attend a Beverley Town council meeting when proposals for Jubilee Celebrations are to be discussed. (P.Maguire who was present at the meeting to discuss the Council's requirements for the website confirmed, that he had images of a sign previously drawn up which he would forward to the Clerk for circulation)

**Action – Clerk to circulate when received**

**288. Planning applications/decisions  
RESOLUTIONS**

<b>LOCATION</b>	<b>PROPOSAL</b>	<b>DECISION</b>
10 Finch Park	Erection of first floor extension over existing garage	Approved
Land North of The Hayride, Grange Way	Display of 1 free standing no-illuminated directional sign	Refused by ERYC
43 Hillcrest Drive	Erection of first floor extension to side, alterations to existing integral garage and construction of pitched roof.	Approved by ERYC
4 Savile Close	Erection single storey extension to rear following demolition of conservatory	Approved
35 Curlew Close	Replacement bay window	Approve

**Planning Decisions**

7 West Close erection of single storey extension to rear **Permission Granted**

**Tree Decision Notices**

5 Harewood - Fell conifer, Pine trees, Willow tree. Lift crown on Conifer, Oak and Sycamore tree

17 Cedar Grove - Reduce crown to mature Hornbeam

3 & 4 Orchard Close - crown clean & lift to Sycamore & Ash, remove 1 Sycamore replace with specimen at number 4

**289. Website**

Mr P.Maguire, the website contractor, attended the meeting to discuss future options to try and engage more actively with the public. He suggested using Facebook and Twitter. Discussion followed about the workings of each and the commitment required in managing. Councillor Whalley offered to prepare a paper for the next meeting on the workings and benefits of using Facebook and Twitter

Mr P Maguire also requested reporting requirements on the website, it was agreed that a comprehensive quarterly report would be required commencing from the next meeting, the report would include the number of hits and the popularity of individual pages.

**Agreed/Action - Councillor Whalley to prepare a paper for the next meeting on Facebook and Twitter.**

**Agreed – Quarterly website reports to be provided commencing next month.**

**Action – Mr P Maguire website contractor.**

**290. Scrubwood Lane**

The Clerk reported that he had been in contact with ERYC regarding the outcome from the consultant's review. Although all the findings have not yet been reported. ERYC have informed the Clerk that from the consultants findings there is enough evidence to make an order to add the route to the Definitive Map.

Councillor Shores reported that Hudson Way from Lockwood Road was overgrown

**Action – Clerk to Contact ERYC Charis to see what progress she has made re Scrubwood Lane.**

**Clerk to contact ERYC regarding the state of Hudson Way.**

#### **291. Programme of works**

The Clerk had previously circulated a copy of a programme of works, which required updating. The Clerk requested Councillors prioritise and make any other suggestions for works in order that costs can be put against each scheme. This would enable better budgetary control and a more accurate assessment of precept requirements. Councillor suggestions on priorities be circulated to the Clerk in order to be presented at the October meeting.

**Agreed – All Councillors to contact Clerk with their suggestions and priorities**

**Action – all Councillors.**

**Action – Clerk to update Programme**

#### **292. Clerk update report**

##### ***Swing basket***

Agreed to allow RSS to trial a new coupling on the swing at no cost to the Council

##### ***Damage to Bus Shelter***

£125 excess from Allianz recovered

##### ***Notice board siting***

Agreed siting of notice board on Lockwood road with ERYC

##### ***New printer***

Purchased

##### ***Documents Circulated***

Managing Planning Applications

Good Councillor Guide

Programme of work

##### ***Agenda item work***

Scrubwood lane

Briefing note on Councillor role in planning

Work Programme

Good Councillor Guide

##### ***Pavilion Hire***

Bounced cheque for £36 for Pavilion Hire, amount has since been recovered.

##### ***AOB***

It is unlawful to make any decisions under this item it will therefore be replaced with "Items for the next meeting" (Items raised by the public could be added here).

##### ***Lockwood Road open space Lat extract***

MS reported on a lunchtime session held with form representatives from Years 7 and 8 to discuss the possibility of putting goal posts on the open green space on Lockwood Road. The parish council has already agreed to this in principle. Before any funding can be applied for, evidence of consultation with young people needs to be carried out. Around 30 young people came to the session, representing the views of over 250 young people in the school.

### **293. Provision of Dog fouling bins/bags**

The Clerk reported that he had been in touch with the Clerk at Cottingham Parish Council regarding the success of the scheme and how it works. They purchase 3000 dog fouling bags per month which are all distributed, 1500 is issued to the local playing field and 1500 are issued by the Council office, stocks are usually depleted within 2 days of stock arriving. The cost of a years supply of dog fouling bags is £492.00. Councillors considered that the costs did not represent value for money and that no further action will be taken.

### **294. Policies and Procedures**

The Clerk identified that the Parish Council requires additional policies and the existing ones require updating. The Clerk had been looking into obtaining model policies, however none are available from Communities and Local Government or the Society of Local Council websites. It appears that they are only available by joining an association with membership fees, purchasing hard copies individually or writing your own. The Chairman suggested that the LGA be contacted to see if any information was available.

**Agreed – Clerk to contact LGA**

**Action – Clerk**

### **295. Special Expenses**

The Clerk had previously circulated a report providing a breakdown of Special expenses. This was discussed in detail and it was considered that the Parish Council did not get value for money. In particular St Mary's closed Cemetery was highlighted as having a very poor standard of maintenance, it was overgrown with cuttings from trees and hedges left where they had fallen. It was agreed that a meeting with Parish Councillors and ERYC Councillor Charis and Aird is arranged at the Cemetery. Councillors Hildyard, Fleming, Ranson and Coates expressed an interest in attending the meeting. The Clerk was asked to try and obtain a detailed breakdown of the expenditure incurred by ERYC.

It was also suggested that the District Audit be contacted to look into this

**Action – Clerk to arrange meeting with the 3 Ward Councillors and inform all Parish Councillors of date and time.**

**Action – Clerk to obtain detailed breakdown of expenditure from ERYC under Special Expenses.**

### **296. Allotments**

A request has been received from Allotment holders to purchase two large cans of roundup to eradicate weed growth on the grass roadside verge. The Parish council are concerned that the use of chemicals in this situation may require a license and therefore they could not support the request.

**Action – Clerk to inform Allotment holders that the Parish Council cannot support the request.**

### **297. Youth Liaison**

Council Fleming had hoped to report on feedback from the Youth Service regarding the proposed Kickwall. Hopefully, this will be done at the next meeting.

### **298. Parish Centre/School issues**

No issues

### **300. Health and Safety**

No issues.

### **301. Correspondence**

Policing – Beverley St Mary's update circulated previously

An email had been received from a resident regarding the proposed Linden Homes development and Parish Council consultation. It was suggested that Parish Councillors contact residents by visiting each house to seek their opinions on planning developments in

Molescroft as they do in Tickton. They also suggested that the Council could coordinate a bi monthly newsletter to be delivered to households. A newsletter had been produced previously by the Parish Council but ceased due to lack of contributors. Councillor Brown identified that the Good Councillor's guide identified the need for Parish Councils to be actively involved with all parts of their community.

It was considered due to the number of houses in Molescroft and the number of Planning Applications received that it would be impractical for Councillors to visit all residents on each occasion. In addition to the Council investigating the use of Twitter and Facebook HU17 should be used for making the public more aware of the work of the Parish Council

**Action – Clerk to inform resident of the Councils view and proposals.**

**- Clerk to contact HU17**

**302. Any Urgent business**

The Chairman brought up to date the position with Linden Homes and the proposed development off Woodhall Way. The parish Council has met Linden Homes twice, the first time to discuss their proposals and planning gain. The second meeting was to receive the results of the public consultation exercise. The Chairman also reported that after the public meeting at the request of a number of local residents, he and the vice Chairman together with Councillor Fleming and Gregory met to discuss the Linden Homes proposals for the north side of Woodhall Way. The Chairman advised that Linden Homes are currently building on St Nicholas Road Beverley and suggested that councillors should visit the site to look at the type of materials being used and the design of the houses.

**303. Date of next meeting**

**THE DATE OF THE NEXT MEETING WAS SET FOR THURSDAY 20th OCTOBER 2011 AT 7.30 PM IN THE MOLESCROFT PAVILION**

**There being no further business the Chairman closed the meeting at 9.55 pm.**

**Signed.....(Chairman)**

**Date 20<sup>th</sup> October 2011**

**Molescroft Parish Council**  
**Schedule of payments made on 18/08/11**

1	npower	Electricity Charge Pavilion	£65.89	DD 25/7/11
2	Audit Commission	Submitted accounts Audit	£480.00	
3	toptech europe	Notice Boards x2	£1,048.90	
6	Clerk	Printer & Cartridges	£192.12	
7	Clerk	Broadband	£17.41	
8	Clerk	Mobile Phone	£12.25	
9	British Gas	Pavilion Gas	£212.07	DD 25/7/11
10	Clerk	Petty Cash	£16.64	
11	Caretaker	Supplies	£15.17	
12	Clerk	Salary	£551.58	
13	Caretaker	Pay	£705.74	
	HM Revenue &			
14	Customs	PAYE & NI	£113.76	
15	S Mcguigan	Caretaker cover	£110.55	
16	ERYC	Supplies various	£77.03	

**Total Expenditure**

**£3,619.11**

£3,840

**382.7**

**Molescroft Parish Council**  
**Schedule of payments made on 15/09/11**

1	Fire protection Supplies	Call out - alarm failure	£33.00	
2	RSS Playmakers	Play equipment repairs	£1,230.78	
3	P Maguire	Website development	£150.00	SO 31/08/11
4	P Maguire	Website maintenance	£90.00	
5	P Maguire	Website maintenance	£90.00	
6	Clerk	Mobile Phone	£12.25	
7	Clerk	Broadband	£17.41	
8	Clerk	Petty Cash	£40.62	
9	Caretaker	Supplies/Materials	£19.52	
10	Clerk	Salary	£551.78	
11	Caretaker	Pay	£722.98	
12	HM Revenue & Customs	PAYE & NI	£126.00	

**Total Expenditure**

**£3,084.34**