



Molescroft Parish Council

MINUTES OF THE MOLESCROFT PARISH COUNCIL MEETING HELD AT 7.00 PM, THURSDAY 17th October 2019 AT THE MOLESCROFT PAVILION.

Present

Councillors: M. Hildyard, (Chairman), C. Linthwaite, J. Heffer, C. Coates, B. Hanneman, M Pinder, E Aird

Clerk to Council: Eve Williams. Ward Councillors D Healy, D Boynton and L Johnson.

2224. Apologies

Apologies were received from Councillors M Fleming; P Lockyer and R Rashbrooke.

2225. Declarations of Interest.

No interests were declared.

2226. Approval of Minutes of the previous meeting

The minutes of the 17th September 2019 meeting had been circulated and were approved as a true record of proceedings.

2227. Action Log Update/Matters Arising

The matters arising from the 17th September 2019 meeting were recorded and presented as an Action Log. This approach continues to enable visibility and tracking of work to date to progress all actions raised by the Parish Council. Good progress was noted overall with a total of 239 actions subject to follow up year to date. Updates were provided and work continues in the remaining areas.

2228. Update from Ward Councillors

Councillor Boynton advised Council of plans to schedule an open day at the lower school site of Longcroft School enabling local residents to see the changes first hand and to meet with fellow residents/peers from their school days. Chris Jennings (ERYC) to progress. He also updated Council in relation to the official launch of the McCarthy & Stone Development (St Andrews Court) attended by Councillor M Hildyard in his official capacity of Chairman to the Parish Council. Councillor Boynton commented that generally the developer had complied well with local planning conditions for example traffic management throughout the build. He also advised that he had approached the Developer in relation to the provision of an improved bus shelter/seat in the vicinity. The Clerk advised that this had been an ongoing issue and one raised by local residents. The Clerk further confirmed that McCarthy & Stone had been approached officially by the Parish Council to seek support for the improvements outlined. Councillor Boynton indicated that there was an apparent reluctance to commit to a brick-built shelter due to the landscaping provision but that a shelter similar to that at the Molescroft Shops may be possible. Councillor Boynton further advised that a newly appointed ERYC Officer (Commuted Sums) Theresa Gale will be in contact regarding options for new play equipment in the Rosemary Walk vicinity. This follows a site visit with Councillors Boynton, Hildyard and Lea Anne Wright (10th August 2019). He also advised that he routinely

receives contact from residents regarding bin provision in the Lockwood Road area and asked if the Council may consider this in any budget considerations for 2020/21. Councillor Johnson further suggested that bins attached to lampposts may provide an alternative cost-effective measure.

Councillor Johnson informed Council of ongoing discussions in relation to the management and improvement of green areas within the Parish, for example in the Rosemary Walk/Burney Close area. She indicated that ERYC had confirmed they would enhance and replenish the planting in this locality. A further discussion was held regarding the development of a planted area at the Pavilion in conjunction with the local school. This was welcomed by Council and contact with the Woodland Trust was suggested. Councillor Johnson advised that a request from Molescroft School to create a wildlife verge had been refused by ERYC Highways department due to consideration of parking impacts/verges.

Action: Ward Councillor D Boynton to liaise with the Parish Council in providing a formal joint approach to McCarthy & Stone for the installation of new bus shelter provision.

Action: Council to consider bin provision in stated locations in 2020/21 Capital Programme.

Action: Clerk to liaise with ERYC Commuted Sums Officers regarding improved play provision in the Rosemary Walk area of the Parish.

2229. Correspondence received/actioned

The Clerk presented a range of correspondence items received since Council last convened on the 17th September 2019. These items were for information, action, consultation and response. The Clerk advised that where possible responses had been provided to the agencies/people in question. A discussion took place in relation to the items of key correspondence received and direction given by Council. In relation to the offer of support from the local Rotary Club for tree planting within the Parish, this was warmly welcomed. Council noted the continued concerns regarding bus shelter/seating provision and actioned at 2228 above. The Clerk advised of a successful accreditation for ERMOS which enabled Council to apply for Commuted Sums and other funding given it had met minimum operating standards. The Clerk also advised of the revised Councillor Code from ERYC Legal Services for consideration. To be tabled at the November meeting for formal adoption.

Action: Clerk to advise the Rotary Club the Council kindly accept their offer of support with tree planting within the Parish.

2230. Payment of Accounts

The Clerk updated Council regarding current payments for the month of October 2019. Payments made for October 2019 were £4919.96. The Clerk highlighted one off and variable expenditure in a number of areas and explained where and why additional expenditure had been incurred, for example in relation to the purchase of corporate workwear. Councillor Pinder asked if a detailed view of spending is available showing year to date expenditure and income. The Clerk confirmed that it is and forms part of the detailed financial management of the Council. The Clerk presented the up to date financials to Council. This was noted by all Councillors. The accounts were agreed for payment and the Chairman, Vice Chair and Clerk (Responsible Financial Officer) signed the payment schedule as correct and for authorization.

Action: Clerk to continue close budget monitoring in year.

2231. Planning Applications

The Clerk advised that all planning applications received had been shared with Councillors for comment. All comments received had been submitted to ERYC within the required timescales.

Application Address	Proposed Works	Date	Council Response
2 The Paddock	Works to trees (TPO x1)	28/10/19	No objections
18 Church Rd	Erection of garage and conversion of existing to living accommodation	28/10/19	No objections
Molescroft Nursing Home	Erection of pillars for gates and illumination	29/10/19	No objections
Molescroft Grange Farm	Change of Use – glamping etc	11/10/19	No objections.
Molescroft Grange Farm	Erection of additional nursery/change accommodation	25/10/19	No objections
15 Whitefield's Close	Single storey rear extension	30/10/19	No objections
9 Warwick Drive	1 st Floor extension over garage	31/10/19	No objections

2232. Pavilion Trees: Resident Complaint

The Clerk advised of further correspondence from a concerned local resident (Mr Robinson) regarding trees adjacent to 36/38 The Croft, Molescroft. This issue is longstanding and has been raised at the Annual Meeting and discussed by Council previously. The Clerk advised the she had corresponded with Mr Robinson advising of the Parish Council response most recently 1st October 2019, which Mr Robinson considered disappointing. A discussion was held as to the recurring complaint and in the wider context of tree loss within the Parish. Councillor Hildyard indicated that the pruning of the tree previously had left the shape a little unbalanced but that upon inspection there appeared to be little encroachment on neighbouring properties. A detailed discussion was held and photos/aerial images were reviewed of the site by Councillors. Council discussion concluded that the Parish Council considers no further action necessary in relation to the pruning of the trees but that Mr Robinson may seek independent advice at his own cost in relation this matter if he wishes, ensuring the Council are kept informed.

Action: Clerk to formally advise Mr Robinson of Council discussion and decision.

2233. Business Plan, Priorities and Capital Programme (2020/23)

The Clerk introduced this item and explained the need to consider the medium- and longer-term priorities of the Council in a wider agreed strategic context, especially when agreeing investment priorities. This is especially relevant ahead of the required budget setting process November onwards. A discussion took place regarding the current agreed Aims and Objectives of the Council (agreed in 2017) and specifically how these may be further simplified for relevance, measurement and meaning. A practical example of how Council objectives inform priorities is in relation to the restoration of the Roll of Honour. A detailed discussion took place regarding how this initiative could be expanded to include interactive mediums also, for example information pods such as those in Museums. Councillor Pinder indicated that this can make for a wider data source and richer experience for residents. Councillor Pinder outlined possible funding sources for such projects for example National Lottery Heritage Funding and agreed to lead on this on behalf of the Parish Council. Councillor Hildyard further indicated that it is important to have a range of schemes ready for implementation throughout the year and urged all Councillors to consider potential projects for the year ahead. Councillor Pinder suggested that the Aims and Objectives be revisited and offered to work up a revised Council vision with objectives for Council to consider in time for budget setting 2020/21.

Action: Councillor Pinder to redraw the Aims and Objectives for Council consideration and agreement ahead of the budget setting process for 2020/23.

Action: All Councillors to consider potential schemes for implementation/funding 2020/23 and prioritised for implementation.

2234. Clerk Vacancy Update

The Clerk updated that she would be leaving the role due to being selected as the Preferred Candidate for a new post with ERYC. This is subject to appropriate clearances and references and as yet no start date is confirmed. The Clerk advised that her notice period is eight (8) weeks but that there is an amount of annual leave entitlement owed. The Clerk confirmed that whilst the new offer of employment is conditional, she had tendered her resignation to members of the Personnel Committee (3rd October 2019). She also confirmed that plans were in process for early recruitment to the role at the request of Councillor Hildyard.

A discussion ensued in relation to the Clerk role and requirements moving forward including the need to call an extraordinary Council meeting scheduled for the 14th November to enable payments to be transacted as a minimum.

The Chairman requested that appropriate delegation of powers be made to the Personnel Committee to enable the recruitment process to continue and a decision to be taken in relation to the appointment of a new Clerk. This request was supported unanimously by all Parish Council members present.

The Chairman thanked the Clerk for her efforts whilst in post and all Councillors noted how the Council had moved forward during her tenure. The Chairman presented flowers by way of thanks.

Action: Clerk to convene an Extraordinary meeting of the Council (14th November 2019) should this be required to enable key council functions to be discharged (payments) prior to her departure.

2235. Parish Defibrillator Update

In the absence of Councillor Fleming, Councillor Hildyard advised that Council had secured the provision of a Defibrillator for installation at the Pavilion. This had been enabled by discussions with ERYC, the local MP and private investment from ESH Construction in Leeds. This opportunity arose following discussions regarding funding for Tomorrows Youth initiatives at the Pavilion. Councillors acknowledged this investment as hugely positive and thanked all involved in helping bring this to fruition.

Action: Activities and Pavilion Manager to liaise as required to ensure the equipment is installed, monitored and maintained as required.

2236. Feedback from Meetings Attended

Councillor Hanneman advised of the planned date for the Tree Lighting event at the Molescroft Primary School, 29th November 2019 at 10am.

Action: Councillor Hildyard to attend on the 29th November 2019, 10am in relation to the Community Award.

Action: Councillor Heffer to collect the Millennium Cup from the Post Office prior to the 29th November 2019.

2237. Items for next agenda (Extraordinary PCM)

- Payments November 2019
- New Clerk Appointment

2238. Date of next meeting

For noting, 14th November 2019

**The Chairman closed the meeting 8.30 pm
Minutes produced by: Eve Williams, Clerk. Date: 23rd October 2019.**

Signed.....(Chairman)

AGREED