



# Molescroft

## Parish Council

### **MINUTES OF THE MOLESCROFT PARISH COUNCIL MEETING HELD AT 7.00 PM, THURSDAY 17<sup>th</sup> January 2019 AT THE MOLESCROFT PAVILION.**

#### **Present**

Councillors: M. Hildyard, (Chairman), M. Jackson, C. Coates, C. Linthwaite, P. Lockyer, M Fleming, B. Gregory and M. Smith.

Clerk to Council: Eve Williams; Ward Councillor D Healy and one member of the public.

#### **2091. Apologies**

Apologies were received from Parish Councillors P. Ranson, J Heffer, D Boynton and B Hanneman.

#### **2092. Declarations of Interest.**

No interests were declared.

#### **2093. Approval of Minutes of the previous meeting**

The minutes of the 20<sup>th</sup> December 2018 meeting had been circulated and amended following comments from Councillors Heffer and Boynton. The revised minutes were approved as a true record of proceedings.

#### **2094. Matters arising from the Parish Council meeting on the of 20<sup>th</sup> December 2018**

The matters arising from the 20<sup>th</sup> December 2018 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. The Clerk advised that there are 132 actions subject to action and monitoring. Councillor Fleming updated against action 20/12/119 (Consultation Survey) and informed Council that discussions had taken place with ERYC with regards to them assisting in formulating and circulating a survey to assess community use and satisfaction with the Pavilion facilities. Councillor Lockyer advised that she and Councillor Healy had attended Woodhall Way at peak traffic times to assess road safety concerns (action 18/10/090). Actions currently in progress/awaiting updates are 19/07/050 (Drop Boxes); 15/11/101 (Archive and WW1 records) and 20/12/122 (McCarthy Stone Development).

**Action: Clerk to continue to progress actions as required.**

#### **2095. Update from Ward Councillor**

- i) *Scouts and Air Training Corps Provision*

Councillor Healy updated the meeting regarding ongoing discussions with ERYC and progress in relation to the proposals to secure alternative accommodation for the Scouts and Air Training Corps within the Parish. He referred to an email previously circulated by the Clerk which outlines the ERYC approach to ensuring a continued provision for these two groups once the Longcroft School site has been disposed of. Councillor Healy indicated that discussions held since December 2018 with ERYC colleagues (Caroline Lacey Chief Executive and Alan Menzies) and Councillors Hildyard and Fleming were positive. Councillor Healy advised that ERYC were amenable to resolving the

issues favourably and as soon as possible. The broad timescales and actions moving forward were for both groups (Scouts and ATC) to scope their exact requirements thereby enabling ERYC to i) progress the disposal of the land and all discussions with Sport England (31/1/19) ii) Confirm public consultation on all changes (1-28/2/19) iii) to develop a full costings for the scheme and to submit all related planning applications (1/3/19) iv) to secure planning permissions (1/5/19) v) to commence construction and provision for the two groups (08/2019) and vi) to enable the Scouts and ATC to take occupancy of their new accommodation/site by end 09/2019. Councillor Healy commented on the support received from the Parish Council in relation to this important community issue and thanked members accordingly. The potential for the use of commuted sums was also discussed but Councillor Hildyard informed that both groups would need a site to be located for this to happen and that this may not align with the timescales discussed.

*ii) Woodhall Way Traffic Concerns*

Councillor Healy updated the meeting in relation to road safety concerns along Woodhall Way in Molescroft and specifically in relation to traffic flows, speed and pedestrian safety at key times throughout the school day. He informed the meeting that he had contacted ERYC regarding this issue. Councillor Lockyer advised that a video clip illustrating the concerns had been taken. A discussion took place regarding the various options for example a Zebra Crossing or School Crossing Patrol to enable targeted traffic calming at key times. Councillor Hildyard advised that any decision in relation to this issue would be for ERYC Highways Department to consider.

**Action: Councillor Healy to progress with ERYC and update on progress at the next meeting.**

**2096. Correspondence & Community Issues**

The Clerk presented a range of correspondence items received since Council last convened on the 20<sup>th</sup> December 2018. 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.

In addition, a resident in attendance at the meeting raised an issue of concern in relation to parking on grass verges in the vicinity of Hillcrest Drive, Molescroft and the damage this is causing to the immediate environment. A discussion took place as to the current legal provisions in relation to this activity and the use of bye-laws and fixed penalty notices to deter continued breaches. The resident suggested that all notices previously erected were ignored and that the problem is exacerbated at school times. Further discussion took place as to what options were available to place barriers on the verges or matting to protect the grass. Councillor Healy suggested he would progress this with ERYC officers and requested the resident provided his contact information.

**Action: Clerk to follow up all correspondence items and provide Council response as per discussions/decisions.**

**Action: Clerk to liaise with ERYC regarding Public Spaces Protection Order review (end February 2019).**

**Action: Councillor Healy to progress resident concerns regarding parking on grass verges in the vicinity of Hillcrest Drive.**

**2080. Planning Applications/Decisions**

The Clerk presented the current planning applications and advised that all comments regarding applications to 16<sup>th</sup> January 2019 had been made to ERYC via the Planning Portal within agreed timescales.

Application Address	Proposed Works	Comments
18 Molescroft Park	Extension	No issues/objections
22 Molescroft Road	Variation on previous application/description	No issues
54 Hambling Drive	Extension	No issues
The Cedar Grove	Tree Protection Order /pruning	No issues
34 Westfield Avenue	2 storey extension (amended plans)	Original comments relevant (2/11/18)
47 Hambling Drive	Single storey extension	No objections
25 Church Road	2 storey extension	Concerns re overshadowing of neighbour garden

#### **2098. Payment of Accounts**

The Clerk updated Council regarding current payments for the month of January 2019. Payments made for January were £3246.46. The Clerk highlighted the utility costs and confirmed that a new supplier had been agreed in February 2018 to commence October 2018. The Clerk suggested that these costs should be carefully monitored. The accounts were agreed for payment and the Chairman and Clerk (Responsible Financial Officer) signed the payment schedule as correct and for authorisation.

**Action: Clerk to continue close budget monitoring to year end.**

#### **2099. Financial Regulations and Governance Update**

The Clerk introduced this item and presented the revised regulations (previously circulated by email) for Councillor review, signposting areas of substantial change and therefore impact on council decision processes. These changes were highlighted in yellow for ease of identification and scrutiny. The Clerk explained how the revised regulations included the latest and current regulations and standards guiding local government finance and governance. The Clerk stated a review of regulations whilst necessary following Council decision (minute number 2086) to modernise payment methods was in fact essential given the last policy review took place in 2015. The 2018 guidance of the Joint Panel on Accountability and Governance had been referenced in all revisions. The Clerk indicated that a key objective in all revisions to policy and process were to ensure continued robust governance and due diligence in terms of how Council financial matters are transacted and that following Council decision to adopt a simple mandate approach, checks and balances remained effective and transparent. A discussion took place as to the practical implications of the revisions which included a change to the payment process and or methods. Councillor Jackson commented that there were a number of corrections required in the document for example grammatical errors and he offered to assist with this. Councillor Jackson also indicated that the Financial Risk Policy required updating also to reflect the latest ways of working. A discussion took place regarding the previous Council decision to move to a simple mandate approach. Councillor Hildyard indicated that this had been previously discussed and agreed by way of vote and now the focus was about moving forward. Subject to further revisions to the regulations and alignment of the Financial Risk Policy the regulations were agreed and accepted as the revised way of working guiding all future financial management by the Council. Councillor Jackson indicated that subsequent to Council decision in December 2018 (minute number 2086) to agree a revised approach to payments and changes to internal processes he felt it necessary to resign from his position as he did not support the Council decision to change. Councillor Fleming indicated that this was unfortunate and on behalf of the Council wished to thank Councillor Jackson for his contributions throughout his time as a Parish Councillor. Councillor Hildyard agreed and wished Councillor Jackson well for the future.

**Action: Councillor Jackson to provide feedback to the Clerk on additional changes/improvements required as soon as possible by email/post.**

**Action: Clerk to make further amendments to the regulations as discussed and align the risk policy accordingly.**

#### **2100. Scout Award**

The Clerk introduced Max Harris Smith and his Father to the meeting and shared pictures of Max's efforts to clean up and improve the Bus Shelters in and around the village. This was the second occasion Max had carried out this activity in return for a fund-raising contribution from the Council. Max is raising funds to attend a Scout Jamboree in America in Summer 2019. The Chairman presented a second cheque for £50 in recognition of Max's efforts thanking him and wished Max an enjoyable experience in America.

**Action: Clerk to liaise with Alex Harris Smith (Father) to draft a narrative piece for the new Council website including photographs.**

#### **2101. Molescroft Primary School Wildflower Garden bid**

Councillor Lockyer informed the meeting of an initiative by the local school to bid for funds to enable them to develop a wildflower garden within the school grounds. Integral to the bid process was the need to demonstrate how the wider community will benefit from the garden. A discussion took place as to the need to balance access to the garden site and safeguarding concerns and that in all submissions the location of the site should be carefully considered allowing a wider but managed access by Molescroft residents and or community groups such as Tomorrows Youth. Councillor Linthwaite suggested that the bid could include how such a garden would enhance local wildlife and habitat. Councillor Hildyard suggested that the Council could assist with the application process for funds by way of reviewing the completed application at the next Council meeting.

**Action: Councillor Lockyer to liaise with the School and to circulate any draft applications for Council feedback and input prior to submission.**

#### **2102. Feedback from Meetings Attended**

Councillor Hildyard and Fleming updated the meeting regarding a site visit to the Petanque facility at Rawcliffe, Near Goole and how they had the opportunity to review the site and meet with players. Councillor Fleming indicated that the visit had been useful and that they had gained useful advice/contacts in order to move the Molescroft bid forward.

Council Hildyard updated Council in relation to the planned Pavilion enhancements indicating that three quotes are in the process of being secured. These being integral to any future approach to ERYC Commuted Sums Officer and delivery on this capital project.

Finally, Councillor Fleming advised that a meeting had been held with Ministers from the Beverley Baptist Church who were seeking an alternative location from which they could work. Councillor Fleming indicated that subject to capacity at the Pavilion the Council may provide one option for them. Councillor Hildyard further advised that a proactive approach to ERYC requesting information regarding possible sites may also be worthwhile especially in the wider context of commuted sums funding.

**2103. Items for next agenda**

Personnel Committee Update (Councillor Hildyard)  
Pavilion & Hours of operation (Clerk)

**Date of next meeting**

For noting, 21<sup>st</sup> February 2019

**The Chairman closed the meeting 9.00pm**

**Minutes produced by: Eve Williams, Clerk. Date: 24<sup>th</sup> January 2019.**

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

Agreed