



Rawcliffe Parish Council

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DRAFT Minutes of Ordinary meeting of Rawcliffe Parish Council (RPC) held on Monday 10 December 2018 at 7.00pm St. Mark's Church Hall, Howard Drive, Rawcliffe YO30 5UZ

Present:

Councillor N. Case (Chairman), Councillor D. Paterson, Councillor A. Dawes, Councillor S. Rawlings, Councillor J. Cleaver, Councillor Ray Thompson, Councillor Emma Thornton, Councillor Alex Benjamin, Ward Councillor Peter Dew, Richard Lever (Environment Agency) and Nicola Moorcroft (Clerk)

Presentation: The Environment Agency (Richard Lever; Lead on Flood Alleviation scheme in Rawcliffe/Clifton) – Reducing the risk of flooding for Clifton and Rawcliffe
See attached presentation.

Rawcliffe Parish Council raised numerous concerns as to the impact of such a scheme on the Rawcliffe area, other methods of flood alleviation and accuracy of the data provided

114/2018. Apologies:

a. To Note Apologies and Approve Reasons for Absence

Councillor S. Phillips

It was resolved to note all apologies and approve all reasons for absence

115/2018. To Note any Declarations of Interest:

a. To Approve Dispensation Requests

No requests received.

b. To Note Declarations Interests not already declared under members Code of Conduct or members register of Disclosable Pecuniary Interests

Councillor A. Dawes and Councillor R. Thompson declared an interest in matters relating to the Rawcliffe Recreation Association

116/2018. To Receive Report from Ward Councillors

Councillor Peter Dew provided a verbal report on the following matters:

Local plan for York:

Currently with the planning Inspector; due to discussions surrounding housing numbers.

Waste and Minerals Plan:

Planning Inspector to hold further evidence gathering meeting re: fracking, etc. CYC requesting a 500m buffer zone between any fracking site and residential properties.

Roundabouts:

Work on outer ring road roundabouts to commence early in 2019; starting with A1237 North Lane/Monks Cross Drive

Funding for Backies:

Funds of £110,000 released for improvement to Clifton Backies.

Speed Limits:

Potential reduction to 40mph on A19 from roundabout (A19/A1236) towards Skelton

117/2018. Public Participation:

None raised.

118/2018. Minutes

a. To Approve Minutes of Ordinary Meeting of Rawcliffe Parish Council Meeting held 12/11/2018.

Amendment – minutes to include reference to advice from Rawcliffe Parish Council to organisers of the Apollo Festival to make contact with First Bus regarding use of the Park and Ride site for parking.

It was resolved to approve said minutes (subject to the amendment noted above) as a true and accurate record of the annual meeting of Rawcliffe Parish Council held 08/10/2018; signed and dated by the Chairman

-To consider exclusion of the press and public by virtue of Public (Admission to Meetings) Act 1960 due to the confidential nature of the business to be discussed (agenda item 119 only)

It was resolved to exclude the press and public from this meeting due to the confidential nature of agenda item 119 a

119/2018. Employment and Training

a. To Consider Council's response to clerk's concerns re: working arrangements

The clerk was afforded no opportunity to present her concerns; the clerk left the meeting (as requested), whilst the council discussed this agenda item,

It was resolved that there would be no change to clerk's working terms and conditions at the present time.

b. To Note the impact of councillor non-attendance at training session(s) and consider any necessary action.

It was resolved that the impact of nonattendance by councillors at training events be noted and no further action be taken.

c. To Consider any further employment related issues

NJC salary rise:

National Joint Council for Local Government Services (NJC) has agreed the new pay scales for 2019-2020 to be implemented from 1 April 2019. See below increments for RPC employees:

Litter Picker - new rate: £9.02

Annual increase £520

Caretaker - new rate: £9.02

Annual increase £442

Clerk - new monthly salary £1334.67

Annual increase £310.68

Staff annual appraisals;

It was resolved to undertake annual staff appraisals in January 2019, date and time to be confirmed at January meeting of Rawcliffe Parish Council.

120/2018. Assets and Facilities

a. To Consider the short-term use of the Council room in the Rawcliffe Recreation Pavilion
It was resolved that, in the short term the council room at Rawcliffe recreation Pavilion be used for the following:

- As Rawcliffe Parish Council's postal address (clerk to collect post from pavilion)
- To house all Rawcliffe parish Council property

It was resolved to consider purchase of necessary furniture for this room at January meeting of RPC

b. To Consider longer-term management of the facilities of the Rawcliffe Recreation Ground and associated buildings.

It was resolved that, in the longer term, RPC make enquiries regarding the use of the Rawcliffe Recreation Pavilion for all meetings.

c. To Update members re: status of RPC/RRA lease

RPC solicitor confirmed that all work involved with the lease is now complete – **it was resolved that** this information be communicated to Rawcliffe Recreation Association.

d. To Consider matters related to any other parish council asset

None raised

121/2018. Finance:

a. To Approve payments as detailed in Appendix 2 (a)

INVOICES PRESENTED FOR PAYMENT 10/12/2018

RRA CARETAKER	WAGES	577.03
CLERK	SALARY	941.88
N. MOORCROFT	MILEAGE (75 MLS@ 0.45p PER MILE)	33.75
N. MOORCROFT	HOME OFFICE ALLOWANCE	30.00
LITTER PICKER	WAGES	558.71
SMART PENSIONS	EMPLOYER CONTRIBUTIONS (NM/PW)	27.75
SMART PENSIONS	EMPLOYEE CONTRIBUTIONS (NM/PW)	45.66
CLIFTON PCC	ROOM HIRE	25.00
659 CARS LTD	NOVEMBER INVOICE	9.00
ROLITTS	LEGAL FEES	912.00
CPRE	ANNUAL MEMBERSHIP	36.00
VIKING DIRECT	INK CARTRIDGES	151.76
ROYAL NAVY ASSOC	SHARE OF COLLECTION	108.59
RAF BENEVOLENT FUND	SHARE OF COLLECTION	108.59
ARMY'S NATIONAL CHARITY	SHARE OF COLLECTION	108.59
MERCHANT NAVY ASSOC	SHARE OF COLLECTION	108.59
SLCC	ANNUAL MEMB 60%	105.00
TOTAL		<u>3160.78</u>

NOTE: ITEMS MARKED IN BLUE - PAID BY BACS TRANSFER

NOTE: ITEMS MARKED IN GREEN- PAID BY DIRECT DEBIT

NOTE: ITMES MARKED IN BLACK - PAID BY CHEQUE

INCOME

CHARITY COLLECTION	434.48
TOTAL	<u>434.48</u>

It was resolved to settle all the above accounts with immediate effect.

Invoices checked and approved by Councillor D. Paterson prior to this meeting.

b. To Note budget situation as detailed in Appendix 2 (b)

List of Income and expenditure as against the budget figures to end of Month 8 noted

c. To Approve Bank Reconciliation Statement to 30 November 2018

It was resolved to approve the Bank Reconciliation Statement to 30 November 2018, as against the relevant bank statement and cash book entries checked by Councillor E. Thornton.

d. To Consider RPC budget for 2019/20 (Appendix 3)

Draft budget considered – **it was resolved to** afford further consideration to this and precept demand to CYC at January meeting of RPC

e. To Note 3rd payment to J. Butler Builders LTD.

It was noted that the final outstanding amount due to J.M. Butler Builders Ltd had been agreed at £23038.89

f. To Consider report from RPC internal controls session held 27/11/2018

See attached – **it was resolved that** clerk source costings for software to record staff annual leave and report to January meeting of RPC.

g. To Consider expenditure on thank you gift for Beacon of Light event contributors

It was resolved to spend no more than £250 on thank you memento and catering for thank you event at Rawcliffe Precreation Pavilion for Beacon of Light event contributors

h. To Consider funding application from RRA – re: senior citizens party

It was resolved to approve the application for funding from Rawcliffe recreation Association for £400 towards annual senior citizens Christmas party – payment to be authorised at January meeting of RPC.

122/2018. Planning:

a. To Consider planning applications received (Appendix 4)

Rawcliffe Parish Council considered the under-mentioned application, received from City of York Council and reached the decision shown:

CYC Reference:	Address/ Description:	Rawcliffe Parish Council decision:
18/02515/FUL	37 Northolme Drive York YO30 5RP Single storey front, side and rear extension	Rawcliffe Parish Council has no objections to this planning application however it has concerns as to the potential loss of amenity to adjoining property due to the size, scale and mass of the proposed side and rear extensions.

b. To Consider any other planning related matters.

CYC Decision notices:

Application at: 14 Alwyne Drive York YO30 5RS

For: Single storey front and rear extensions, pitched gable roof to replace existing flat roof, 5 no. roof lights to front and 3 no. roof lights to rear.

Application Ref No: 18/02004/FUL

Approved

123/2018. Rawcliffe Parish Council Administration and Initiatives:

a. To Consider action re: Rawcliffe Parish Council newsletter

It was resolved that Clerk incorporates all new copy into newsletter format for consideration at January meeting of RPC

b. To Consider report from Councillor Cleaver re: provision of defibrillators within the parish

Councillor Cleaver highlighted the potential locations for two defibrillators within the parish at:

- The Mitre/Ings garage or BT telephone box on A19 service road
- **Rawcliffe recreation Pavilion**

It was resolved to include £6,000 in the 2019/20 budget and to ensure defibrillators are installed in the next fiscal year.

c. To Approve council meeting dates for 2019

It was resolved that all ordinary meetings of Rawcliffe Parish Council be held on the second Monday of every month – see attached list

124/2018. Councillor Activities:

a. To Note reports from outside bodies, councillor activities and training.

No reports available.

b. To Consider any action required arising from Item 123(a)

no further action required.

125/2018. Policing and Security Matters

a. To Note Neighbourhood Policing Team Report

Neighbourhood Policing Team Report and additional for November 2018 noted

b. To Consider any further security related issues

None raised.

126/2018. Correspondence Received:

a. To Note all correspondence received and consider any necessary action.

All correspondence received circulated electronically to members, for information only.

127/2018. To Note matters for information and items for next monthly meeting agenda

None raised.

128/2018. To Confirm date and time of next meeting:

It was resolved that the next ordinary meeting of Rawcliffe Parish Council be held on Monday 14 January 2019 at 7pm in Rawcliffe Recreation Pavilion, St. Marks Grove, Rawcliffe

Meeting closed at 9.35pm

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