



# Rawcliffe Parish Council

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

**Present:**

Councillor Nick. Case (Chairman), Councillor Alan. Dawes, Councillor Stephen Phillips, Councillor Ray Thompson, Councillor Emma Thornton, Councillor Alex Benjamin, Ward Councillor Sam Lisle 4 members of the public and Nicola Moorcroft (Clerk)

**69/2018. Apologies:**

**a. To Note Apologies and Approve Reasons for Absence**

Councillor D. Paterson  
Councillor J. Cleaver  
Councillor S. Rawlings

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

**70/2018. To Note any Declarations of Interest:**

**a. To Approve Dispensation Requests**

No dispensation requests submitted.

**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 S. Phillips declared an interest in matters relating to the Rawcliffe Recreation Association.
- Councillor A. Dawes declared a personal interest in agenda item 74//2018 (e)

**71/2018. To Receive Report from Ward Councillors**

Councillor Sam Lisle provided a verbal report on the following matters:

***Rawcliffe Water Treatment Plant:***

Meeting taken place with ward Team and Yorkshire Water – agreed that operational changes will be made to site management amounting to short term increase in odour which will dissipate. Commitment to provision and sharing of data with CYC and an Odour Policy Plan and review.

***Operation confiscate:***

Launched by police in response to residents' complaints about antisocial motorcycle riders Local neighbourhood policing teams have joined forces with roads policing officers to identify illegal and nuisance riders and get them off the road.

**72/2018. Public Participation:**

Two representatives from Rawcliffe JFC spoke in support of the funding application submitted to the parish council for consideration and answered numerous questions from members.

Residents raised concerns about the commemorative beacon, its location, planning permission and the commemorative event to be held 11 November 2018.

- The Chairman explained that due process had been considered and adhere for all aspects for the beacon and the event planned – the parish council would take into account the residents' concerns when hosting the event.

### **73/2018. Minutes**

**a. To Approve Minutes of Ordinary Meeting of Rawcliffe Parish Council Meeting held 20/08/2018.**

***It was resolved to*** approve said minutes as a true and accurate record of the annual meeting of Rawcliffe Parish Council held 20/08/2018; signed and dated by the Chairman

### **74/2018. Finance:**

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

#### **INVOICES PRESENTED FOR PAYMENT 10/09/2018**

RRA CARETAKER	WAGES	577.03
CLERK	SALARY	942.08
CLERK	MILEAGE (65 MLS@ 0.45p PER MILE)	29.25
CLERK	HOME OFFICE ALLOWANCE	30.00
CLERK reimbursement	BIN BAGS	20.00
LITTER PICKER	WAGES	647.11
SMART PENSIONS	EMPLOYER CONTRIBUTIONS (NM/PW)	45.66
SMART PENSIONS	EMPLOYEE CONTRIBUTIONS (NM/PW)	27.75
CLIFTON PCC	ROOM HIRE	25.00
659 CARS LTD	AUGUST INVOICE	10.00
PARK LANE PLAYGROUNDS	SWING REPAIRS	318.00
SLEIGHTHOLM LANDSCAPES	GRASS CUT MANOR LANE X3	306.00
YLCA	2X CONFERENCE	230.00
YLCA	2X CLLR TRAINING	90.00
SLCC	CLERK TRAINING EVENT	90.00
CLLR DAWES	STRIMMER HIRE	55.44
CLLR A DAWES	PRINTING COSTS	35.04
<b>TOTAL</b>		<b><u>3478.36</u></b>

**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**

RRA PAYMENT RE: EXTENSION AND REFURB PROJECT (2) 6667

**TOTAL**

**6,667.00**

Bank statements checked and approved by Councillor A. Benjamin prior to this meeting.

Invoices checked and approved by Councillor A. Dawes 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 5 noted

c. To Approve Bank Reconciliation Statement to 31 August 2018

**It was resolved to** approve the bank reconciliation statement to 31 August 2018, as checked against bank statements and cash book entries.

d. To Consider quote for work to trees on Rawcliffe Recreation ground

**It was resolved to** source additional quotes for said work due to the cost implications.

e. To Consider grant application from Rawcliffe JFC.

**It was resolved to** approve an award of £1,400 to Rawcliffe JFC towards the cost of a mower – payment to be authorised at October meeting of the parish council.

**It was resolved that** the clerk advises Rawcliffe JFC to apply to Rawcliffe and Clifton Without Ward Committee and Clifton Without Parish Council (the parish where the club is sited) for the further funding required.

**75/2018. Planning:**

a. To Consider planning applications received

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

<b>CYC Reference:</b>	<b>Address/ Description:</b>	<b>Rawcliffe Parish Council decision:</b>
18/01827/FUL	9 Boltby Road York YO30 4UW  Single storey side extensions and erection of boundary wall	<b>Rawcliffe Parish Council has no objections to this planning application.</b>

b. To Consider any other planning related matters.

**City of York Council – LPA Planning Decision Notices:**

**Application at:** Sleepers Guest House 114 Shipton Road, Rawcliffe York YO30 5RN

**For:** Change of use of guest house (use class C1) to residential dwelling (use class C3)

**Application Ref No:** 18/01274/FUL

**Approved**

**Application at:** 28 Coningham Avenue York YO30 5NH

**For:** Conversion of garage into habitable room with external alterations to front and single storey rear extension to form self-contained annexe and single storey rear extension to house.

**Application Ref No:** 18/01178/FUL

**Approved**

**76/2018. To Approve GDPR Policy for Rawcliffe Parish Council:**

a. GDPR - Security Incident Policy

Draft document circulated to all members prior to this meeting, no further clarification of the terms included required – **it was resolved to** approve and adopt the Security Incident Policy

**77/2018. Rawcliffe Parish Council Initiatives:**

a. To Receive and Update from Councillor Thompson re: extend and refurbish Rawcliffe Recreation

extension report provided on the extension and refurbishment project; currently 3 weeks behind work schedule. Councillor Thompson in regular contact with builder and RRA to discuss issues which arise.

*Rawcliffe Parish Council wish to record its thanks to Councillor Thornton and Councillor Thompson for their continued hard work with this project.*

b. To Consider any further action required re: extension and refurbish Rawcliffe Recreation  
***It was noted*** that 3<sup>rd</sup> payment to J. Butler would not be paid until project is considered as complete.

c. To Receive and Update from Councillor Dawes re: Commemorative Beacon and associated event

Councillor Dawes provided the following information:

- CYC SAG had signed off the commemorative event – no further action is required regarding health and safety.
- Joint (bands, etc) meeting arranged for 26 September at Lumley Barracks to practice/coordinate parade/activity on 11 November
- Associate Vicar of Clifton Parish to MC event
- Primary school children to paint poppy pebbles which are to be placed at the beacon base – B&Q donated paint and brushes, MKM donated pebbles and glue
- Compost for poppy patch donated by Tesco

*Rawcliffe Parish Council wish to record its thanks to Councillor Dawes and Councillor Thompson for their continued hard work with this project.*

d. To Consider action required re: re: Commemorative Beacon and associated event  
None raised.

e. To Receipt report from Clerk re; Landlord obligation under new lease to RRA  
Report received from the solicitor regarding Landlord obligation under new lease to RRA; action to be undertaken as soon as lease approved by CYC.

### **78/2018. Employment and Training**

a. To Consider Councillor attendance at YLCA Conference 28 September 2018

Rawcliffe Parish Council has booked and paid for two places at this event - Councillor Dawes is to attend, one place to allocate – ***it was resolved that*** this event be circulated and offered to all members. Any councillor willing and available to attend to communicate this to the clerk.

b. To Consider any further employment related issues

It was resolved to consider use of permanent parish council office space at the Rawcliffe Recreation Pavilion when project is complete.

### **79. Assets and Facilities**

a. To Consider matters relating the parish council play area and approve any action required.  
None raised.

b. To Consider request/proposal from York Dog Club/RRA re: Petanque area at Rawcliffe recreation ground

***It was resolved that*** Rawcliffe Parish Council support such a project but is unable to offer any security of tenure for the area – any agreement for use to be provide by RRA.

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

i) Minor amendments to RRA/RPC lease as prescribed by CYC– ***it was resolved that*** said amendments be approved.

ii) Value of Rawcliffe signage and memorial area – ***it was resolved that*** a value of £5,000 be attached to the Rawcliffe sign and memorial area for the purpose of RPC insurance and asset schedule.

**80/2018. Policing and Security Matters**

**a. To Note Neighbourhood Policing Team Report**

Neighbourhood Policing Team Report for August and additional information noted.

**b. To Consider any further security related issues**

None raised.

**81. Correspondence Received:**

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

- CPRE – publication A Countryside Voice July 2018 Edition (***Received***)

**82. To Note matters for information and items for next monthly meeting agenda**

***For inclusion on agenda for RPC October meeting:***

- Provision of Christmas lights.

***Matters for information:***

- None raised.

**83. To Confirm date and time of next meeting:**

It was resolved that the next ordinary Meeting of Rawcliffe Parish Council will be held on **Monday 8 October 2018** commencing at 7pm in St. Mark's Church Hall, Howard Drive, Rawcliffe YO30 5UZ

***Meeting closed at 9.25pm***