



Rawcliffe Parish Council

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Minutes of the Annual Meeting of Rawcliffe Parish Council (RPC) held on Thursday 6 May 2021 at 7.00pm which was held remotely via a Zoom meeting.

Present

Councillor N. Case (Chairman), Councillor A. Benjamin (Vice Chairman), Councillor E. Thornton, Councillor M. Waudby, Ward Councillor S. Waudby and Fiona Vicary (Clerk)

No members of the public were present at this meeting.

1/2021 Election of Chairman

a. To approve election of Chairman

It was resolved that Councillor N. Case be elected as Chairman of Rawcliffe Parish Council.

b. Appointed Chairman to sign Declaration of Acceptance of Office

Elected Chairman duly completed and signed the required Declaration of Acceptance of Office form.

c. To approve appointment of Vice Chairman

It was resolved that Councillor S. Waudby be appointed as Vice Chairman of Rawcliffe Parish Council.

d. Vice Chairman to sign Declaration of Acceptance of Office

Elected Vice Chairman to complete and sign the required Declaration of Acceptance of Office form after the meeting as Councillor Waudby was not able to obtain a printed copy of the form before the meeting.

2/2021 Apologies

a. To note apologies and reasons for absence

Councillor M. Symes, Ward Councillor D. Smalley and Councillor S. Rawlings.

The Chairman informed members that Councillor M. Symes has resigned from the Parish Council. Thanks were given for the contribution Councillor Symes has made during his time as a Parish Councillor. There are currently two vacancies on the Parish Council.

3/2021 To Note any Declarations of Interest

a. To approve dispensation requests

No dispensation requests submitted.

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

None received.

4/2021 To Receive Report from Ward Councillors

Ward Councillor S. Waudby provided the following report:

Rawcliffe Park & Ride:

Work starts on Monday 10th May for five weeks where the traffic lights will be renewed and they will be linked directly to the network monitoring officers so they can manage the traffic. Working hours will be 9am - 4.30pm 7 days a week which will hopefully minimise disruption to the traffic.

There will be some restrictions:

- No right turn into the Park and Ride Access from Shipton Road for the duration of the project
- No left turn out of the Park and Ride to Shipton Road for the duration of the project
- No left turn into or right turn out of the Park and Ride Access as required during the works. These will be done in conjunction with the Park and Ride operator.

Controlled pedestrian crossings will be provided during construction to allow pedestrians and cyclists to cross Shipton Road safely. Some temporary footway closures will be in place to allow the works to be undertaken.

Hurricane Way traffic lights:

The traffic lights have now been updated and work has nearly been completed. These traffic lights are also linked directly to the network monitoring officers so they can manage traffic.

Litter picking:

Residents have contacted the parish council regarding litter picking around Rawcliffe lake, I have been contacting them and I'm arranging details.

Fly tipping in parish orchard:

Cllr Thornton emailed me asking for an update on the fly tipping on Rawcliffe Parish Council orchard as residents had contacted her, unfortunately I contacted the council officer and haven't received any update so I will be pursuing an update.

5/2021 Public Participation

No members of the public were present.

6/2021 Minutes

It was resolved to approve said minutes as a true and accurate record of the meeting of Rawcliffe Parish Council held 12 April 2021. The minutes are to be signed and dated by the Chairman.

7/2021 To Appoint of Parish Representatives to Outside Bodies

a. Rawcliffe Recreation Association (2 representatives)

To be considered at the next meeting.

b. Clifton Without & Rawcliffe Allotment Association (1 representative)

To be considered at the next meeting.

c. YLCA (2 representatives)

To be considered at the next meeting.

d. York Bus Forum

To be considered at the next meeting.

8/2021 To Appoint members to Employment Panel (3 members)

It was resolved to appoint Councillor N. Case and Councillor A. Benjamin to the Employment Panel. Another appointment will be considered at the next meeting.

Ward Councillor S. Waudby took no part in item 9/2021.

9/2021 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:

CYC Reference:	Address/ Description:	Rawcliffe Parish Council decision:
21/00952/TCMAS	Grass Verge At Junction With A1237 And Shipton Road Rawcliffe York Erection of a new 20m telecommunications mast with wrapround cabinet at base and associated ancillary works	C We do not object but wish to make comments or seek safeguards Rawcliffe Parish Council has no objections to this planning application. Rawcliffe Parish Council broadly welcomes the scheme but would recommend that the siting of the mast could be moved further to the south east, where there is the possibility of a more discreet location, for example amongst the trees within the Park and Ride boundary, or within the small substation boundary. This may also potentially improve coverage for residents in Rawcliffe.

ii) CYC Decision notices

Application at: 10 Byron Drive York YO30 5SN

For: Single storey side and rear extension following demolition of rear projection and garage

Application Ref No: 21/00494/FUL

Application approved

Application at: Rawcliffe Lodge 215 Shipton Road Rawcliffe York YO30 5RX

For: Fell 2no. Scots Pine trees protected by Tree Preservation Order no. 173/1991

Application Ref No: 21/00531/TPO

Application refused

Application at: 28 Broadstone Way York YO30 4UF

For: Single storey side extension

Application Ref No: 21/00559/FUL

Application approved

Application at: 9 Highgrove Close York YO30 5WQ

For: Single storey rear extension and partial conversion of garage to living accommodation with associated external alterations.

Application Ref No: 21/00504/FUL

Application approved

b. To consider any other planning related matters

None.

10/2021 Councillor Activities

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

The Community Environment Officer and an RRA volunteer have moved the dog waste bin further away from the MUGA, as requested by the netball group.

b. To consider any action required arising from item above

None.

11/2021 Assets and Facilities

a. To consider matters related to any parish council asset

Councillor N. Case and the Clerk met with City of York Council to discuss the play area grant application. A decision is expected during May.

b. To consider any action required arising from item above

None raised.

12/2021 Finance

a. To approve payments

INVOICES PRESENTED FOR PAYMENT 06/05/2021

CLERK	SALARY	£	925.49
RRA CARETAKER	WAGES	£	642.96
COMMUNITY ENVIRONMENT OFFICER	WAGES	£	806.41
SMART PENSIONS	EMPLOYER CONTRIBUTIONS MAY PAY	£	22.62
SMART PENSIONS	EMPLOYEE CONTRIBUTIONS MAY PAY	£	37.69
F.VICARY	HOME OFFICE ALLOWANCE	£	30.00
F.VICARY	ZOOM PAYMENT	£	14.39
F.VICARY	OFFICE WINDOW FILM	£	48.97
I. NICHOLSON	GRASS SEED	£	38.04
I. NICHOLSON	FENCE POST REPAIRS	£	22.60
SLEIGHTHOLM LANDSCAPES	GRASS CUTTING	£	216.00
D. BROWN	INTERNAL AUDIT FEES	£	180.00

TOTAL

£ 2,985.17

NOTE: ITEMS MARKED IN BLUE - PAID BY BACS TRANSFER

NOTE: ITEMS MARKED IN GREEN- PAID BY DIRECT DEBIT

NOTE: ITEMS MARKED IN BLACK - PAID BY CHEQUE

INCOME

CITY OF YORK COUNCIL PRECEPT 1ST INSTALLMENT £ 21,000.00

TOTAL

£ 21,000.00

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

It was noted that the Community Environment Officer may be able to cut the grass. To be considered at a future meeting.

b. To note budget situation

The budget was noted.

c. To approve Bank Reconciliation Statement to 30 April 2021

It was resolved to approve the Bank Reconciliation Statement to 30 April 2021.

d. To consider and approve Rawcliffe Parish Council Insurance Premium for 2021/2022

It was resolved to approve the recommended annual insurance premium as proposed by Came and Company, at a total cost of £3520.60 for 2021-2022. **It was resolved** to settle this with immediate effect.

e. To note the Internal Auditor's report for the accounts year ending 31/03/2021 and to approve any action required

The Internal Auditor's report was noted and all action required was approved.

f. To consider and approve the Annual Governance Statement for the annual return 2020/2021

The Annual Governance Statement was considered by the members of Rawcliffe Parish Council.

It was resolved to approve Section 1 of the Annual Return 2020/2021 - Annual Governance Statement. This was signed by the Clerk. To be signed by the Chairman.

g. To consider the Accounting Statements for the annual return 2020/2021

The Accounting Statements were considered by the members of Rawcliffe Parish Council.

h. To approve Accounting Statements for the annual return 2020/2021

It was resolved to approve Section 2 of the Annual Return 2020/2021 - Accounting Statements.

i. The Chairman to sign and date the Annual Governance Statements and Accounting Statements for the annual return 2020/2021

The Accounting Statements are to be signed and dated by the Chairman.

j. To approve dates for the exercise of public rights 2021

It was resolved that the dates set for the exercise of public rights 2020 are commencing on Monday 14 June 2021 and ending on Friday 23 July 2021.

13/2021 Employment and training

a. To consider any employment related issues

None raised.

14/2021 Policing and Security Matters

a. To consider any policing and security related issues

The police report was noted.

15/2021 Correspondence Received

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

Correspondence was noted.

16/2021 To confirm date and time of next meeting

The next Ordinary Meeting of Rawcliffe Parish Council to be held on Monday 14 June 2021 commencing at 7pm in Rawcliffe Recreation (Bob Eccles) Pavilion, St. Mark's Grove, Rawcliffe YO30 5TS.

Meeting closed at 7.42 pm