



# Rawcliffe Parish Council

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## **Minutes of the Ordinary Meeting of Rawcliffe Parish Council (RPC) held on Monday 13 September 2021 at 7.00pm Clifton Alliance Cricket Club, Shipton Road, York, YO30 5RF**

### **Present**

Councillor N. Case (Chairman), Councillor S. Waudby (Vice Chairman), Councillor M. Waudby, Councillor E. Thornton, Councillor D Smalley and Fiona Vicary (Clerk)

No members of the public were present at this meeting.

### **60/2021 Apologies**

a. To note apologies and reasons for absence  
Councillor S. Rawlings and Ward Councillor D. Wann.

### **61/2021 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 declared.

### **62/2021 To receive report from Ward Councillors**

Ward Councillors D. Smalley and S. Waudby provided the following report:

- The Afghan Citizens Resettlement Programme is underway and will look to accommodate around fifty people in total, or ten families within the York area, over the next five years. Central Government will support rental costs, and City of York Council alongside local charities stand ready to support incoming refugees.
- The Environment Agency is continuing to work at Shipton Road and there are traffic cones in place to ensure the safety of workmen whilst an entrance to the site is created.
- The CYC planning enforcement team are investigating a complaint about a property in the parish.
- The Clifton library consultation has now closed – many thanks to all residents who submitted a response. Explore Libraries will outline what the next steps are soon.

### **63/2021 Public participation**

No members of the public were present.

**64/2021 Minutes**

**It was resolved** to approve said minutes as a true and accurate record of the meeting of Rawcliffe Parish Council held 9 August 2021. The minutes were signed and dated by the Chairman.

*Ward Councillor S. Waudby took no part in item 65/2021.*

**65/2021 Planning****a. To consider planning applications received**

*Rawcliffe Parish Council considered the under-mentioned applications, 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>
21/01860/FUL	39 Rawcliffe Croft York YO30 5US  Single storey side and rear extension	C We do not object but wish to make comments or seek safeguards  <b>Rawcliffe Parish Council has no objections to this planning application.</b>  <b>Rawcliffe Parish Council would like to point out that this work has been completed and this should be an application for retrospective planning permission.</b>
21/01881/ADV	Currys Unit 8 Clifton Moor Retail Park Hurricane Way York  Display of 2no. internally illuminated fascia signs, 2no. non-illuminated fascia signs and window vinyls	B We have no objections  <b>Rawcliffe Parish Council has no objections to this planning application.</b>
21/01954/FUL	8 Coledale Close York YO30 5FB  Single storey rear and side extension	B We have no objections  <b>Rawcliffe Parish Council has no objections to this planning application.</b>

**ii) CYC Decision notices:**

**Application at:** 50 Manor Park Road York YO30 5UL

**For:** Single storey rear extension (retrospective)

**Application Ref No:** 21/01540/FUL

***Application approved***

**Application at:** Rushbrooke 21A Holyrood Drive York YO30 5WB

**For:** Dormer to rear and 2no. rooflights to front

**Application Ref No:** 21/01503/FUL

***Application refused***

**Application at:** Amelia House Coningham Avenue York YO30 5NH

**For:** Alterations to 5no. dormer windows to front elevation and replacement of 8no. ground floor windows with french doors

**Application Ref No:** 21/01676/FUL

***Application approved***

**Application at:** 108 Shipton Road Rawcliffe York YO30 5RN

**For:** Two storey side extension and single storey rear extension following demolition of existing detached garage

**Application Ref No:** 21/01700/FUL

***Application approved***

**b. To consider any other planning related matters**

It was noted that as per Councillor Waudby's ward report above, the CYC planning enforcement team are investigating a complaint about a property in the parish.

**66/2021 Councillor activities**

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

Councillor N. Case and the Community Environment Officer have been strimming and cutting back the hedge at the rec and the path near Rawcliffe park and ride.

**b. To consider TIER e-scooter parking at the Rec**

Tier are looking to install more e-scooter parking bays around York and the rec car park was suggested as potential site. TIER approached Councillor Waudby and asked for this to be considered by the Parish Council. ***It was resolved*** to recommend the rec car park as an appropriate e-scooter parking bay, as long as there are no ongoing liabilities to the Parish Council or RRA. This is to be considered by the RRA before any action by TIER is undertaken.

**c. To consider any action required arising from item above**

TIER request to be put to the RRA Committee.

**67/2021 Assets and facilities**

**a. To consider the tree works quote with respect to the Horse Chestnut and Ash trees to the rear of Highgrove Close**

***It was resolved*** to accept the tree works quote and apply for TPO permission from City of York Council.

**b. To consider the tree survey quote for Parish Council owned trees in the Manor Lane area**

The Parish Council were concerned about the value offered and the content of the tree survey. Clerk to obtain another quote. To be considered at a future meeting.

c. To consider any repairs to the bus stop on Shipton Road

The bus stop on Shipton Road has been vandalised. There maybe a possibility of a funding contribution from the Ward Committee and City of York Council. Ward Councillors D. Smalley and S. Waudby to get a price estimate for the work and this will be discussed at a future meeting.

d. To consider the updated quote for repairs to the play area

**It was resolved** to accept the updated quote for the repairs to the play area.

e. To consider matters related to any other parish council asset

The Community Environment Officer's report was noted. The key points raised were:

- Litter from McDonald's has increased significantly since the Monopoly game started. Clerk to raise this with McDonald's.
- The land near Manor Lane needs some maintenance. A skip was requested. **It was resolved** to allocate a budget of up to £250 to hire a skip.
- The remaining cages around the fruit trees in the orchard need to be removed. Clerk to contact Northern Orchards Group.

f. To consider any action required arising from item above

None.

**68/2021 Finance**a. To approve payments**INVOICES PRESENTED FOR PAYMENT 13/09/2021**

CLERK	SALARY	£	925.49
RRA CARETAKER	WAGES	£	769.95
COMMUNITY ENVIRONMENT OFFICER	WAGES	£	952.60
SMART PENSIONS	EMPLOYER CONTRIBUTIONS SEPTEMBER PAY	£	27.90
SMART PENSIONS	EMPLOYEE CONTRIBUTIONS SEPTEMBER PAY	£	46.49
F.VICARY	HOME OFFICE ALLOWANCE	£	30.00
F.VICARY	ZOOM PAYMENT	£	14.39
N. CASE	RPC DOMAIN NAME RENEWAL	£	207.59
N. CASE	HEDGE TRIMMER	£	192.06
N. CASE	HEDGE TRIMMER BATTERY	£	63.72
SLEIGHTHOLM LANDSCAPES	GRASS CUTTING	£	324.00
PKF LITTLEJOHN LLP	EXTERNAL AUDIT	£	360.00
659 CARS LTD	AUGUST INVOICE	£	12.00
HMRC	PAYE+NI JUL -SEP	£	247.60
<b>TOTAL</b>		<b>£</b>	<b>4,173.79</b>

**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**

CLIFTON WITHOUT PARISH COUNCIL	LITTER PICKING JULY	£	180.00
<b>TOTAL</b>		<b>£</b>	<b>180.00</b>

Invoices checked and approved by Councillor S. Waudby. **It was resolved** to settle the above accounts with immediate effect.

b. To note budget situation

The budget was noted.

c. To approve Bank Reconciliation Statement to 31 August 2021

**It was resolved** to approve the Bank Reconciliation Statement to 31 August 2021.

d. To note the External Auditors report for the 2020/2021 accounts

The External Auditors report was noted.

**69/2021 Employment and training**

**a. To consider any employment related issues**

Staff appraisals will be postponed until October or November.

**70/2021 Policing and security matters**

**a. To consider any policing and security related issues**

The police report was noted.

**71/2021 Correspondence received**

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

Correspondence was noted.

**72/2021 To confirm date and time of next meeting**

The next Ordinary Meeting of Rawcliffe Parish Council to be held on Monday 11 October 2021 commencing at 7:00 pm at Clifton Alliance Cricket Club, Shipton Road, York, YO30 5RF.

***Meeting closed at 8:11pm***