



Rawcliffe Parish Council

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Minutes of the Ordinary Meeting of Rawcliffe Parish Council (RPC) held on Monday 20 April 2020 at 7.00pm which was held remotely via a Zoom meeting.

Present

Councillor N. Case (Chairman), Councillor A. Dawes, Councillor A. Benjamin, Councillor E. Thornton, Councillor S. Rawlings, Councillor M Waudby, Ward Councillor D. Smalley, Ward Councillor S. Waudby and F. Vicary (Clerk). No members of the public were present.

173/2020 Apologies

a. To note apologies and reasons for absence

None received.

174/2020 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.

175/2020 To amend Standing Order 1j to enable Councillors to vote via chat voting or similar electronic means when a Parish Council meeting is held remotely

It was resolved to amend Standing Order 1j as follows:

1j) Voting on any question shall be by a show of hands. At the request of a Councillor, the voting on any question shall be recorded so as to show whether each Councillor present and voting gave his vote for or against that question.

COVID-19 Standing Order Update Amendment 2020

Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 came into force on 4 April. These Regulations enable parish and town councils (defined as 'local authorities') to hold remote meetings, including by video and telephone conferencing, for a specified period until May 2021.

In addition, there is a provision in the new Regulations, that parish and town councils will publish their meeting agenda and any accompanying papers on the website of the principal authority in their area. The relevant provision in the Regulations is: Regulation 13(s.1)(4)(a) of the Public Bodies (Admissions to Meetings) Act 1960, which has been amended so that public notice of the time and place of the meeting is deemed to be given if published on the relevant principal authority's website.

If a remote meeting is held then, in addition to voting on any question by a show of hands, Councillors are also entitled to vote by chat voting or similar electronic means.

176/2020 To receive a report from Ward Councillors

Ward Councillor D. Smalley provided a verbal report on the following matters:

- Some City of York Council teams are working in different roles.
- Food deliveries in addition to those provided for by the Government are being distributed by City of York Council staff and almost 400 volunteers across the hubs. Other voluntary groups including Age UK and York Foodbank are helping with supply and distribution.
- Schools are open for children of key workers.
- Nearly 3000 volunteers have signed up and are helping with welfare calls.
- 2100 people are currently on the Government’s shielded list for York. However, City of York Council will help people in need, regardless of whether they are on the shielded list or not.
- *Wards have distributed funding of approximately £25,000 which has already been allocated to the Covid-19 response.*
- Libraries are open online.
- The Environment Agency has confirmed that the flood barrier work is still due to start in August.

Ward Councillor S. Waudby provided a report on the following matters:

- The carpark at Tower Court has been fining people for going to the pharmacy as queues have been quite long and in some cases, people have returned as medication has been missed and that is against the parking rules. At least fourteen people have contacted Ward Cllr S. Waudby about being fined, including seven vulnerable people.
- There have been problems with queues for Clifton Green pharmacy, sometimes with 24 people in the queue. Ward Cllr S. Waudby and others have had discussions with the Area Manager of Boots and this seems to have been recently resolved.

177/2020 Public participation

A public participation session was not be held during this meeting.

178/2020 Minutes

a. To approve minutes of the Rawcliffe Parish Council meeting held 9 March 2020

It was resolved to approve said minutes as a true and accurate record of the meeting of Rawcliffe Parish Council held 9 March 2020. The minutes are to be signed and dated by the Chairman.

179/2020 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:
20/00545/FUL	18 Alwyne Drive York YO30 5RS Single storey rear extension to create link to existing detached garage with part conversion of garage to habitable room following demolition of existing conservatory	B We have no objections Rawcliffe Parish Council has no objections to this planning application.
20/00618/FUL	18 Leighton Croft York YO30 5ZQ Single storey rear extension following partial demolition of existing conservatory	B We have no objections Rawcliffe Parish Council has no objections to this planning application.

b. To consider any other planning related matters

i. **CYC Decision notices:**

Application at: 2 Rawcliffe Close York YO30 5UG

For: Single storey side and rear extension and relocation of existing detached garage

Application Ref No: 20/00099/FUL

Application approved

Application at: 20 Broadstone Way York YO30 4UF

For: Single storey side and rear extension to house and erection of detached garden building to the rear.

Application Ref No: 19/02706/FUL

Application approved

Application at: 10 Kerrside York YO30 5FL

For: Fell 1 no. Cherry; prune 3 no. trees protected by Tree Preservation Order no. 173/1991

Application Ref No: 20/00182/TPO

Tree Preservation Order application approved

Application at: Clifton House Bluebeck Drive York YO30 5RA

For: Fell Cherry protected by Tree Preservation Order no.173/1991

Application Ref No: 20/00319/TPO

Tree Preservation Order application approved

Application at: 5 Rawcliffe Way York YO30 5UP

For: Single storey side and rear extension, hip-to-gable roof extension with dormer and 1no. rooflight to rear roofslope.

Application Ref No: 19/02668/FUL

Application approved

180/2020 Councillor Activities

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

Councillor A. Dawes has been undertaking weekly checks of the defibrillator at the Rec. He is also fundraising for the NHS via the RCET.

b. To consider any action required arising from item above

None required.

181/2020 Assets and Facilities

a. To note the delegated decision to authorise repairs to the play area

The decision was noted.

b. To note that actions on the blocked Public Right of Way, the dog fouling campaign and the Parish Council's newsletter are on hold

The decision was noted.

c. To consider matters related to use of the Rawcliffe Pavilion as a Community Hub

Rawcliffe Pavilion is not required for this purpose.

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

- It was noted that the action to purchase a defibrillator has been put on hold.
- *It was reported that* a padlock on the gate to the Rec car park has been left open and could be a security risk. Councillor A. Dawes to investigate. A note reminding drivers to slow down is on the gate.

- It was noted that the Rec has been closed, however the Caretaker has mentioned that she would like to gain access to undertake some maintenance work.
- Councillor E. Thornton noted that some of the fruit trees in the orchard are still in cages which could affect potential fruit development. Councillor E. Thornton to investigate.

182/2020 Finance

a. To note the delegated decision to make the following payments in advance of the meeting

The decision was noted.

INVOICES PRESENTED FOR PAYMENT 20/4/2020

CLERK	SALARY	£	877.96
RRA CARETAKER	WAGES	£	726.90
LITTER PICKER	WAGES	£	745.42
SMART PENSIONS	EMPLOYER CONTRIBUTIONS (FV/PW) APRIL PAY	£	24.85
SMART PENSIONS	EMPLOYEE CONTRIBUTIONS (FV/PW) APRIL PAY	£	41.41
F.VICARY	MILEAGE (15 MLS@ 0.45p PER MILE)	£	5.85
F.VICARY	HOME OFFICE ALLOWANCE	£	30.00
F.VICARY	STATIONERY	£	7.00
659 CARS LTD	MARCH INVOICE	£	3.00
HMRC	PAYE & NIC	£	789.56
YLCA	SUBSCRIPTION 2020-2021	£	921.00
P. WHITFIELD	PADLOCK AND GLOVES	£	9.50
CITY OF YORK COUNCIL	COMMERCIAL WASTE	£	141.55
SLEIGHTHOLM LANDSCAPES	GRASS CUTTING	£	216.00

TOTAL

£ 4,540.00

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 PC LITTER PICKER FEBRUARY INVOICE	£	160.00
VAT REFUND	£	1,096.46
VAT REFUND	£	4,731.84

TOTAL

£ 5,988.30

b. To note the delegated decision to authorise monthly Zoom payments to enable remote meetings

The decision was noted.

c. To note budget situation

The budget was noted.

d. To approve Bank Reconciliation Statement to 31 March 2020

It was resolved to approve the Bank Reconciliation Statement to 31 March 2020.

e. To appoint the Internal Auditor for the accounts year ending 31 March 2020

It was resolved to appoint Mrs Diane Brown as the Internal Auditor for the accounts year ending 31 March 2020.

183/2020 Employment and training

a. To consider any employment related issues

Councillor N. Case has been in contact with the Parish Council employees. Employees will continue to be paid in line with their contracts. The advice from YLCA to give new employees contracts of employment on the first day of work was noted.

184/2020 Policing and Security Matters

The Neighbourhood Policing Team Report was not received. Clerk to request further information.

Councillor A. Dawes noted the perceived increase in police patrols.

185/2020 Correspondence Received

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

External audit dates have been postponed. Other correspondence noted.

186/2020 To confirm date and time of next meeting

The Annual Meeting of the Council has been postponed. The next Ordinary Meeting of Rawcliffe Parish Council will be held remotely on Monday 11 May 2020.

Meeting closed at 7.55 pm