

**PARISH COUNCIL OF BUGTHORPE AND KIRBY UNDERDALE**

Minutes of the 143<sup>rd</sup> Meeting of the Parish Council held at Kirby Underdale Village Hall on Monday 11 March 2019

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Present:                    Councillors:    R Crow  
    Lady Halifax  
    F A Goodhart  
    K Robinson  
    S W Huffington  
    H T Paul  
    D Pearson  
    D J Lord  
 In attendance:        Councillor        D N Rudd

1.        Apologies for absence were received from Councillors Fenton and Birks.
  2.        Minutes of the Meeting held on Monday 3 December 2018 were approved and signed as a true record.
  3.        Declarations of Interest – The Parish Councils (Model Code of Conduct) Order 2001. There were no declarations of interest.
  4.        Matters Arising from the last Meeting:
    - a.        Potholes – the Clerk reported that although a few more potholes have been repaired on the section between Bugthorpe and Brickyards, this job is far from complete. Also, potholes that have been marked up between Bugthorpe and Kirby Underdale have still not been repaired. The Clerk will follow this up again with the Area Highway Engineer, Andrew Addison.
    - b.        Signage on A166 – there are now two unobscured Bugthorpe signs which give adequate warning of the junction when travelling west. Councillor Crow expressed his opinion that cars would continue to overtake on this section causing a risk to vehicles turning right. Councillor Goodhart said that there had been a speed camera on this section of the A166 recently which demonstrates that Humberside Police are aware of the problem.
- Councillor Pearson asked about the status of the 30mph sign at the bottom of Garrowby Hill. This was thought to be advisory only, but the Clerk will check this.
- c.        Dog fouling in Bugthorpe - Councillor Crow reported that the last complaint related to a fouling on Stephenwath Lane three weeks ago and it therefore continues to be an intermittent problem.
  - d.        Planning application for extension to Estate Office – the Clerk reported that planning consent has been granted, but no decision has been made on when the extension will be built. Halifax Estates have up to 3 years to start the development.
  - e.        Proposed new Category C Prison at Full Sutton – the Clerk reported that the Planning Committee Meeting at which the planning application will be considered will probably now be at 2pm on 28 March 2019 at County Hall, Beverley. The Clerk will unfortunately not be able to attend as he is having a small operation that day, but he encouraged as many Councillors as possible to go, to show solidarity with Full Sutton & Skirpenbeck Parish Council.

Councillor Rudd agreed to establish whether the application is on the 28 March agenda and would inform the Clerk so that Councillors could be informed.

Councillors agreed that even if the development cannot be stopped, or reduced in size, it is hoped that conditions will be imposed which provide funding for local infrastructure improvements, including a solution for the congestion at Stamford Bridge.

5. Other Matters.

- a. The following policies and documents were considered and adopted/approved:
- i. Complaints Procedure
  - ii. Data Protection Policy
  - iii. General Privacy Notice – for web site
  - iv. Privacy Notice for Staff, Councillors and Role Holders
  - v. Information Publication Scheme
  - vi. Media Policy
  - vii. Model Standing Orders
  - viii. Financial Risk Assessment
  - ix. Financial Regulation

The Clerk thanked Councillor Robinson for the huge amount of work that she has put into collating the policies, which will now appear on the website and in paper form at the Estate Office.

It was agreed that only Councillors names and contact telephone numbers or e-mail addresses should appear on the website. The Clerks contact details should be shown as c/o Estate Office, Bugthorpe, York, YO41 1QG tel: 01759 368219 e-mail [dlord@halifaxstates.co.uk](mailto:dlord@halifaxstates.co.uk)

- b. Village Taskforce Walkabout - 16 May 2019. Councillors were asked to raise any issues requiring attention between the nameplates in either village prior to 16 May.
- c. Parish Council Election – 2 May 2019 - the Clerk distributed Nomination Forms to all Councillors and requested that these are completed and returned by Thursday 21 March to ensure that they are delivered to County Hall, Beverley well in advance of the deadline of 3 April 2019. The nomination period commences on 20 March.
- d. Water leak on the verge at Kirby Underdale – the Clerk reported that this was from a blocked drain which has now been rodded and repaired.
6. Correspondence – Councillors asked about the letter from the Under Fives and also about the HM Prison and Probation Service information.
7. Any Other Business
- a. Approval was given for a payment of £36 to Councillor Robinson to reimburse her for the website subscription.
- b. The Clerk confirmed that he had received a complaint about the condition of the telephone boxes in Bugthorpe and Kirby Underdale. Councillors agreed to a maximum expenditure of £500 per box for refurbishment which will take place probably during the summer of 2019. The Clerk will arrange for this work to be carried out.
- c. Councillor Robinson confirmed that if any Councillor receives gifts or hospitality within their role as Parish Councillor, this should be declared on the website.
- d. Councillor Pearson said that he is now Chair of the Friends of Bugthorpe School, which is struggling for numbers and the resultant financial effect. The Interim Head is planning a push on the Early Years and Councillor Pearson asked whether it would be possible, now that the Under Fives has finished, that the annual grant be diverted to the Early Years provision at the School instead. Councillors agreed that this could be considered at the next meeting if a letter is received either from Councillor Pearson as Chair of Friends or the Interim Head.

Councillor Pearson also mentioned a litter pick that is being undertaken by Bugthorpe School on Tuesday 2 April as part of the Keep Britain Tidy initiative. It was agreed that as many parishioners as possible should be encouraged to join in, but also it would be worth arranging a Saturday morning litter pick so that more volunteers can participate. Councillor Pearson is to liaise with the Clerk.

e. Councillor Pearson raised the issue of trees that were lost during the July 2018 storm and suggested that the Parish Council and parishioners could be involved in a replanting scheme to replace some of the trees that were particularly important in the landscape.

The Clerk said that literally hundreds of trees in Bugthorpe and Kirby Underdale Parishes were damaged or destroyed by the storm and Halifax Estates' Forestry Department spent about 6 weeks cleaning up the devastation in 2018 and a similar commitment would be required in 2019. The Clerk therefore suggested that as it is now close to the end of the planting season, that the scheme is considered for the next season between November and March, once more of the windblow has been cleared.

f. Councillor Rudd reported that East Riding of Yorkshire Council had agreed the Council Tax for 2019-20. It will be £1,790 for a Band D property, of which the Parish Council will be receiving £37.06.

g. Councillor Rudd confirmed that the criteria for potholes reported to ERYC, is as follows:

Immediate danger – repaired within 24 hours

Intermediate hazard – repaired within 7 days

Less serious – repaired within 28 days

The definition of a pothole is at least 40mm deep, with a diameter of 300mm.

Councillor Robinson said that it is frustrating that the Council repairs individual potholes that have been reported, but not others that may be very obvious and close by. This would be much more efficient than having to return when an adjacent pothole had become deep enough to be dangerous. Councillor Rudd said that teams are issued with tickets for specific potholes.

h. Councillor Crow reported that the Bugthorpe Clock Fund has a current balance of £3,072.

8. Date of Next Meeting.

The next Meeting was fixed for Monday 20 May 2019 at Kirby Underdale Village Hall. This will be the Annual Meeting at which Officers will be appointed.

There being no further business, the Meeting was closed at 8.35pm.