

CLIFFE PARISH COUNCIL

Minutes of the Meeting of the Parish Council held on Monday 10th June 2024 at Cliffe Village Institute

24/153 Present: -

Councillor G Wilson (Chairman)

Councillor H Cross

Councillor S Gummerson

Councillor J Wallinger

Councillor R Woodall

Councillor E Yates

North Yorkshire Councillor K Arthur

One member of the public was also present

24/154 Apologies: - Councillors A Holman J Jewitt and P Maw

24/155 Declarations of Interest: - No interests declared.

24/156 Public Session: - The member of the public present did not wish to speak

24/157 Police Report: - Nothing to report

24/158 Listen to reports from North Yorkshire Councillor: -

Damaged Litter Bin outside Cliffe Village Institute: -

Councillor K Arthur advised that he is still waiting for an update on getting the bin replaced by North Yorkshire Council free of charge as the bin belonged to Selby District Council.

Due to the unreasonable amount of time taken to resolve this **Councillor Arthur** is going to escalate it to the Executive members.

24/159 Confirmation of Minutes of the Annual Meeting of the Council held on Monday 13th May 2024: -

Members **resolved** to accept the minutes of the Annual Meeting of the Council held on Monday 13th May 2024 as an accurate record of the meeting.

24/160 Confirmation of Minutes of the Parish Council Meeting held on Monday 13th May 2024: -

Members **resolved** to accept the minutes of the Parish Council meeting held on Monday 13th May 2024 as an accurate record of the meeting.

24/161 Matters arising from the minutes of the above meetings: -

Speeding on York Road

The **clerk** advised that **North Yorkshire Councillor K Arthur** had forwarded the form for the Parish Council to request speed monitoring on York Road.

Chairman to download the latest data from the Vehicle Activated Sign (VAS) on York Road to the **clerk** so this can be included on the form.

Cliffe Meadows Holiday Park

The **Chairman** informed the meeting that **Councillor K Arthur** had forwarded an email from Sally Littlewood – Planning Enforcement Officer, regarding Cliffe Meadows Holiday Park which outlined discussions she had during a recent on-site meeting and upcoming planning applications for the site.

The **Chairman** informed the meeting that he had sent an email to Sally Littlewood on 10/06 in response to the above, highlighting concerns which the Parish Council have regarding a number of outstanding planning requirements which

appear still not to have been met after significant periods of time (in many cases 'years') and requesting a response regarding what the planning enforcement officer is doing to enforce these requirements.

Members discussed the current situation, and it was agreed that if the Chairman has not received a satisfactory response by the next Parish Council meeting (01/07) then this will be escalated to **Councillor Mark Crane** – North Yorkshire Council Executive Member for Planning.

The **clerk** returned the completed grant application to **Councillor K Arthur**; **Councillor Arthur** to submit the £3,000 grant application towards the speed bump removal on York Road to North Yorkshire Council.

As requested, the **clerk** had contacted North Yorkshire Council to request clarification regarding residents that are living permanently at either Cliffe Meadows Holiday Park or The Ranch and are not paying Council Tax. It was noted that the **clerk** had been advised that unfortunately North Yorkshire Council cannot give specifics with relation to the enquiry and had advised her to look at the Valuation Office website to see what properties should be paying Council Tax.

It was agreed that no further action was required by the **clerk** as this issue will hopefully be addressed in the email the **Chairman** has sent to Sally Littlewood – Planning Enforcement Officer.

Inconsiderate/dangerous parking on York Road at the junction with the A63 - Ongoing

Chairman still to contact Highways regarding the possibility of double yellow lines on York Road opposite Cherry Tree Stores to prevent cars parking on both sides of the road near the junction.

The **clerk** advised that she had managed to contact the new clerk for Riccall Parish Council, and he will try to find the leaflet that they produced following a problem with cars parking in Riccall, but they have undergone refurbishment, and a lot has been thrown away. They also have a new laptop due to their old one breaking down and they couldn't recover all their files.

Tree stump outside school

The **clerk** reported that Peter Murphy - Groundworks has provided the details of two chainsaw sculptors who may be able to help with the wood carving project and suggested that the project may be suitable for Awards for All Lottery grant funding especially if there is involvement from the school; **clerk** to follow up.

Broken sign at Cliffe Common Crossroads – Ongoing

Chairman to report on the North Yorkshire Council portal.

Replacing the Give Way sign with a Stop sign at Cliffe Crossroads due to the lack of visibility

It was also noted that the **clerk** has reported this to Sharon Fox - North Yorkshire Council Highways Customer Liaison; awaiting response.

Selby Energy Park

The **Chairman** advised that **Councillor J Jewitt** is still trying to arrange a site meeting with Harworth Estates to discuss the crash barrier that has been erected in front of our gate restricting access to the Parish Council Pond, along with the trench that has been dug and the trees that have been planted.

Councillor J Wallinger raised concerns that the Parish Council fencing in this area has also been damaged following recent work carried out by the Drainage Board; **Councillor J Jewitt** to contact the Drainage Board.

North Yorkshire Council Website

It was noted that the **clerk** has asked North Yorkshire Council to update the Cliffe Parish Council page on their website.

24/162 Highways (incl York Road traffic calming measures): -

Speed Bumps on York Road

The **Chairman** advised that he has sent a report and summary of the survey carried out in September 2023 to Stacey Preece – North Yorkshire Council Highways Project Engineer as requested.

York Road Gateway & Red Anti-Skid Lining

It was noted that the **clerk** has chased Stacey Preece – North Yorkshire Council Highways Project Engineer for an update/installation date; awaiting response.

Village Entrance Signs for South Duffield

Clerk to chase Stacey Preece – North Yorkshire Council Highways Project Engineer for an update on the sign order.

Road Sign outside Cliffe Village Institute

Chairman to report on the North Yorkshire Council portal that the lettering is fading/peeling off the road sign outside the Village Institute.

York Road Drains

Councillor J Wallinger raised concern that the kerb drains buried in the grass verge at the far end of York Road are very overgrown/blocked and require clearing out.

Councillor R Woodall volunteered to raise this with Mark Lumby – Highways.

Barbed wire over stile on Turnham Lane

A member of the public reported that barbed wire has been put over a stile on Turnham Lane which is a public right of way and part of the Trans Pennine Trail.

Councillor E Yates to inform North Yorkshire Council Public Rights of Way and provide photographs.

Councillor R Woodall to speak to the landowner.

24/163 Speeding: -

The **Chairman** advised that he has still not heard back from PC Wood with regards to putting speed camera warning signs on the A63 and York Road; **Chairman** to follow up.

The **Chairman** reported that complaints had recently been posted on social media concerning a vehicle which has been observed regularly speeding on York Road.

24/164 7.5t Weight Limit (York Road): -

It was noted that since the Parish Council had sent letters to local businesses the situation has greatly improved;

Councillor E Yates to put together a letter to be sent thanking them for their co-operation and forward to the **clerk** to circulate.

24/165 Oxen Lane:

The **Chairman** advised that Pulleyne Building Contractors have carried out the work required at Maltkiln Pond but as a French drain was not required the cost has been reduced from £1,200 + VAT to £900 + VAT.

A site meeting was held at Oxen Lane prior to the Parish Council meeting with the contractor, **Chairman** and **Councillors J Jewitt, J Wallinger** and **R Woodall** present and it had been agreed to hire a larger digger to allow the contractor to scrape/clear the lane on either side past the plantation corner.

It was also agreed to purchase 50 tonnes of road scrapings when they become available at a cost of approximately £700 which will be put down where required to fill the potholes etc.

24/166 Water/Drainage: -

Councillor J Wallinger advised that Yorkshire Water have changed the impeller which it is hoped will improve the situation and the Pre School drain cover has also been changed.

A follow up meeting with Yorkshire Water has been scheduled for the end of June.

24/167 Village Green: -

The **Chairman** advised that the Parish Council handyman is in the process of sourcing the materials required to mount the plaque to commemorate the Village Green opening.

Clerk to follow up on the grant funding application sent to the Ouse and Derwent Drainage Board

Councillor J Wallinger reported that a local electrician had fixed the timer but unfortunately it tripped out again when another floodlight was broken.

Councillor Wallinger to look at options for replacing the broken floodlight and to seal the timer box to stop any moisture getting in as recommended by the electrician.

It was noted that the contractor who was installing the new fence panel has been unwell so this had been delayed.

It was agreed that the D-Day 80th Anniversary flag will stay up for another week and then given to the school along with the Jubilee flag.

24/168 Parish Council Documents: -

It was noted that the seal has been identified as a solicitors seal and the Parish Council can access the sealed folders when required; a follow up session to be arranged.

24/169 Public Footpaths: - (to include any overgrown public footpaths which have been identified that do not comply with the applicable laws/regulations): -

Chairman to follow up with **Councillor J Jewitt** regarding the need to cut back the public footpath going across his field so that it is passable.

It was noted that **Councillor J Wallinger** had posted a reminder about sticking to the public footpaths on social media.

Councillor R Woodall expressed concern regarding walkers causing damage to signage and fencing.

24/170 Grass Maintenance: -

Members discussed the grass cutting carried out by the new contractor and it was agreed that the Parish Council are not happy with the standard of the grass cutting and have received numerous complaints from residents.

It was noted that the Chairman has already spoken to the contractor, but as no improvements have been made regrettably it was decided that Cliffe Parish Council no longer require his services.

It was agreed to employ the services of a new grass cutting contractor (the next one on the list from the recent tender process) with immediate effect in an effort to rectify the situation; **Chairman** and **Councillor J Wallinger** to liaise with the new contractor.

24/171 Flooding of footpath at the back of William Jacques Drive: - Ongoing

Councillor E Yates to liaise with Andy Pulleyne.

24/172 Damaged Litter Bin outside Cliffe Village Institute: - Already discussed under 24/158

24/173 Path Maintenance: - Ongoing

24/174 Broad Lane Wood: -

Chairman to arrange a site visit in early June and confirm date with members.

24/175 Parish Paddock: -

Cliffe Parish Paddock Rental

The **Chairman** advised that unfortunately the new tenant no longer requires the paddock as it is too wet for her horse. It was agreed that the first month's rent is not refundable, but the security deposit would be returned; **clerk** to liaise.

24/176 Little Library: -

The **Chairman** advised that the Parish Council handyman has removed the little library so it can be painted and it will be put back higher up the post with a new roof.

The slab underneath the little library has also been secured but as this does not cover the entire area more slabs will also be put down and repairs carried out to the main book library.

24/177 Planning: -

a) Councillors considered the following Planning Applications received: -

i. (ZG2024/0510/ADV) Advertisement consent for 2 No.flag poles with flags at the entrance of the holiday park at **Cliffe Meadows Holiday Park, Turnham Lane, Cliffe** Object

- This is not in keeping with a rural village
- There is no passing traffic and will be obtrusive
- All previous planning applications state that the site should be screened off and this is contrary to the erection of advertising flag poles at the entrance to the park.

ii. (ZG2024/0310/FUL) Construction of entrance gates, gates to bin store and decking around the lodges (retrospective) at **Cliffe Meadows Holiday Park, Turnham Lane, Cliffe** No Objections

iii. (ZG2024/0309/FUL) Full planning permission for the change of use of the existing reception lodge unit to Managers accommodation and reception at **Cliffe Meadows Holiday Park, Turnham Lane, Cliffe** Object

- Concern that this is going to become a permanent dwelling
- This goes against the following planning conditions which were imposed on planning application 2018/0904/CPOU
- *The site is not within an area where residential development would normally be permitted. Therefore any such use, other than holiday caravan use, would be contrary to the policies of the Selby District Local Plan; Core Strategy and the NPPF in respect of such development.*
- *The caravans shall be occupied for holiday purposes only and not be occupied as a person's sole or main place of residence.*

iv. (ZG2024/0530/FUL) Full planning application for the construction of entrance gates and stepped brick wall (retrospective) at **Four Acres Caravan, Cliffe Common, Cliffe** No Objections

b) Consider Planning Applications Received not listed on the agenda: -

i. (ZG2024/0567/FUL) Replacement of 5 No approved tourer pitches with static lodges at **Cliffe Meadows Holiday Park, Turnham Lane, Cliffe** Object

- The previous application ZG2023/1237/FUL was rejected for the following reason and this has not changed:-
- *The proposal would further intensify the use of the site as a result of the increased numbers of static caravans and would lead to the further urbanisation of the land, as the static caravans would have a greater level of permanence than the touring pitches they would replace. This would cause further encroachment into the open countryside and unacceptable harm to the character of the area and the open countryside.*
- Numerous planning stipulations for this site are not being adhered to.
- There are additional lodges on the site that they don't have planning permission for
- This is not wanted or needed by the village.

c) Note Planning Applications Granted: - NIL

d) Note Planning Applications Refused: -

i. (ZG2023/0717/COU) Change of use of land for the siting of 53 static holiday lodges at **Cliffe Country Lodges, Cliffe Common, Cliffe**

24/178 Finance: -

a) The following payments were proposed, seconded, and unanimously agreed: -

i. J Leighton-Eshelby (Clerks Salary – June) £ As Agreed

b) To approve payments not listed on the agenda: -

i. Chris Phillipson (Internal Audit) £ 100.00

ii. J Massey (Grass Cutting) £ 700.00

iii. R Woodall (Flag Reimbursement) £ 109.97

c) To ratify payments made in between meetings: -

i. SB Cook (Electrical Work on Village Green) £ 96.42

d) Note receipt of income, as listed below: -

i. HMRC (VAT Refund Year Ending 31st March 2024) £1058.95

e) Cliffe Parish Council Insurance Renewal

The renewal premium of £331.81 was unanimously agreed.

f) To receive Cliffe Parish Council Accounts 2023/2024

The accounts for the year ending 31st March 2024 were distributed and accepted.

g) To receive Internal Auditors Report 2023/2024

The External Auditors report for 2023/24 was noted.

h) To approve Section 1 – Annual Governance Statement 2023/2024 for Cliffe Parish Council

Resolved to approve Section 1 Annual Governance Statement 2023/24 for Cliffe Parish Council on page 4 of the Annual Governance and Accountability Return 2023/24.

i) To approve Section 2 – Accounting Statement 2023/2024 for Cliffe Parish Council

Resolved to approve Section 2 Accounting Statement 2023/24 for Cliffe Parish Council on page 5 of the Annual Governance and Accountability Return 2023/24.

j) To approve the publication of documents required by Accounts and Audit Regulations 2015, the Local Audit (Smaller Authorities) Regulations 2015 and the Transparency Code for Smaller Authorities

Resolved that, in accordance with the Accounts and Audit Regulations 2015, Hemingbrough Parish Council will publish the documents required on the Parish Councils website.

24/179 Correspondence Received: -

Resident – Receipt of correspondence received regarding tree planting on Station Lane was noted.

Members discussed the request to plant trees along the grassed verge on Station Lane and in the middle of the grassed triangle at the eastern end of the village.

Unfortunately this is not possible as the Parish Council do not own either of these pieces of land and do not believe that Highways would support trees being planted on the grassed triangle due to sight line issues.

24/180 Representatives Report: -

Councillor H Cross gave an update on the Mary Waud Foundation and the schools academy status application.

24/181 Confirm date of next meeting: - Monday 1st July 2024 commencing at 7.00pm in CLIFFE VILLAGE INSTITUTE.

24/182 Parish Council owned land: - Ongoing.

Councillors are elected on behalf of everyone on the Register of Electors; therefore, matters discussed, proposed and voted on, become the majority view and are not necessarily individual councillor's views.

Parishioners may view previous minutes, by giving prior notice to the Clerk (Ring 01757 630077 for appointment).