

Tickton & Routh

Parish Council

DRAFT Minutes of the Annual Meeting of Tickton and Routh Parish Council held in the Tickton Village Hall, on Monday 21 May 2018

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| Present: | Councillor Sinkler (in the Chair) Councillors: Caley; Greenwood; Lenton; Morris; Oliver; N Walker; T Walker and Webster PCSOs J Wilcock and L LeGrove (<i>Agenda item 1-12&17; Minute Ref: 053-63&068/18</i>) |
| Apologies: | Councillors Riley, Wells & Ward Councillor Pollard |
| Absent: | No-one |
| Public: | Two members of the public in attendance |
| Minute Taker | Mrs M Middleton – Clerk |

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| 053/18 | ELECTION OF CHAIRMAN FOR THE COUNCIL YEAR 2018-19 Cllr Sinkler was nominated by Cllr Caley and seconded by Cllr Morris. Thanks, were expressed regarding the work that the Chairman had put in over the past year and commitment to continuing. RESOLVED: Cllr Sinkler is unanimously elected Chairman and declared Acceptance of Office. <i>Cllr Sinkler continued in the Chair for the remainder of the meeting. The Clerk was thanked for work undertaken over the past year.</i> |
| 054/18 | ELECTION OF VICE-CHAIRMAN FOR THE COUNCIL YEAR 2018-19 Cllr Caley was nominated by Cllr Webster and seconded by Cllr A Walker. Thanks, were expressed regarding the work that the Vice-Chairman had put in over the past year and commitment to continuing. RESOLVED: Cllr Caley is unanimously elected Vice-Chairman and declared Acceptance of Office. |
| 055/18 | ELECTION OF COMMITTEES FOR THE COUNCIL YEAR 2018-19 RESOLVED: Council unanimously agreed that the Grant Funding Committee continue and be represented by Cllrs Morris, Oliver, Sinkler, N Walker and Webster. The Personnel Committee to continue and to be represented by Cllrs Lenton, Oliver, N Walker and Webster. No changes were made to the Terms of Reference. |
| 056/18 | DECLARATION OF ACCEPTANCE OF OFFICE The Chairman and Vice-Chairman signed a Declaration of Acceptance of Office. |
| 057/18 | REGISTER OF MEMBERS INTERESTS Cllrs were reminded to keep their registered interests up-to-date. |
| 058/18 | APPOINTMENT OF INTERNAL AUDITOR FOR 2018-19 ACCOUNTS RESOLVED: Cllrs unanimously agreed that Philip Wright continue to audit accounts for 2018-19. |
| 059/18 | COUNCILS SIGNATORIES FOR THE FORTHCOMING YEAR ON ALL BANK ACCOUNTS RESOLVED: It is unanimously agreed that Cllrs Morris, Sinkler and N Walker continue to be signatories. |
| 060/18 | ROUTH WIND FARM FUNDING COMMITTEE 2018-19 The expiry of Representatives Terms of Office dates was recorded; Cllr Oliver – May 2019 (2 nd Term), Graham Jones – May 2019 (1 st Term), Phillip Milnes – May 2021 (1 st Term). RESOLVED: It is unanimously agreed that Cllr Oliver, Graham Jones and Phillip Milnes continue to stand as representatives. |
| 061/18 | DATES & TIMES OF MEETINGS FOR THE COUNCIL YEAR 2018-19 – Circulated and noted. |
| 062/18 | MINUTES Resolved: The minutes of the meeting of the 16 April 2018 and 30 April 2018 are a true and correct record. |
| 063/18 | DECLARATION OF INTEREST |

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| | Cllrs Morris as representative of the Village Hall declared a non-pecuniary interest in agenda item 21.3.2 (Minute 072/18 refers). |
| 064/18 | <p>GOVERNANCE DOCUMENTATION 2018-19</p> <p>Consideration was given to existing documentation as reviewed by the Clerk. New policies, guidance documents and forms were prepared to meet requirements of the GDPR Legislation 2018.</p> <p>RESOLVED: Financial Regulations, Standing Orders, Policies, GDPR Policies and documentation, Risk Assessments and Asset Register approved for review 2019, subject to any changes necessary before that time. Clerk to update website and implement GDPR.</p> |
| 065/18 | <p>CLERKS REPORT</p> <p>The monthly update and activity report was circulated for information.</p> <p>Village Task Force 7 June 2018 at 9:45am – (Minute Ref. 040/18 refers)</p> <p>Resolved: The Clerk and Cllrs available will attend. Repairs identified to be forwarded to the Clerk.</p> <p>Correspondence</p> <p>The following correspondence was noted at the meeting;</p> <ul style="list-style-type: none"> • ASB Six Month Statistics - Tickton & Routh • Bus Service Changes - Briefing Note – it was noted that this has been added to the website. <p>Handyman's Report</p> <p>The bus shelter at Hull Bridge has been cleaned and the Handyman is repairing the damaged noticeboard and posts.</p> |
| 066/18 | ENFORCEMENT ISSUE – No comments. |
| 067/18 | <p>ITEMS FOR DISCUSSION WITH WARD COUNCILLOR – No Ward Cllr was present.</p> <p>Fly Tipping, Routh (Minute Ref. 041/18 refers)</p> <p>ERYC has confirmed that the fly-tipping has been reported and that the caravan does not have anyone living in it. It is in fact not in a habitable state. The gentleman seen coming in a morning and on an evening is doing so to feed a horse. The Public House is to reinstate the boundary fencing that was removed.</p> <p>Planning applications</p> <p>Parish Council decision dates for planning applications can at times fall outside of ordinary parish council meeting dates. As ERYC cannot grant an extension for each application, an extra-ordinary meeting is required in order for the PC to submit comments.</p> <p>Resolved: Clerk to contact Ward Cllr Pollard to request ERYC Planning Department consider PC meeting dates when setting planning application decision dates to avoid the frequency of additional meetings.</p> |
| 068/18 | <p>COMMUNITY SAFETY</p> <p>It was reported that there have been two thefts of bicycles from business premises and break ins in the area. No residential burglaries were reported. An incident of domestic violence reported in Weel.</p> <p>Humberside Police and ERYC are holding an event on 16 June 2018 at Beverley Leisure Centre to inform the public in areas of crime reduction including registering personal property for free on www.immobilise.com/. An article has been prepared for the next edition of Tickton Diary.</p> <p>To report crime please contact Humberside Police on 101 (non-emergency) and 999 (emergencies only). To pass on information that may be of interest, but not to report crime, residents can email: ticktonandweelnwg@gmail.com</p> |
| 069/18 | <p>PLANNING</p> <p>Planning Decisions</p> <p>18/01035/TPO - Larches Chestnut Mews - TPO TICKTON ORDER 1994 (REF:100) A1: T1 Horse Chestnut: crown lift to 7m, remove epicormic growth and crown thin by 5-10% to allow more light into garden and property, T2 Larch: remove one branch back to suitable growth point back to boundary and away from Horse Chestnut (Permission Granted)</p> <p>18/00426/PLF - 258 Hull Bridge Road - Erection of a two-storey extension to rear, construction of balcony at first floor to rear, extension and re-clad existing dormer window, construction of dormer window and installation of roof lights to sides, re-clad existing dormer to front elevation, rendering to base of existing porch and removal of existing chimney (Permission Granted; 4 conditions)</p> |

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| | <p>Planning Applications 18/01243/PLF - Land South Of The New Inn - Erection of 3 dwellings, 2 garages and creation of new vehicular access off Tickton Meadows - Land South Of The New Inn Main Street (PC deadline 21.5.18) RESOLVED: Strongly object due to; - Conservation Area - Viability of parking, access including deliveries for the public house and shop - Change of use from car parking to development land; no application for change of use submitted - Overdevelopment - Not sustainable development owing to the lack of bus service, unlit footpaths and lack of crossing areas on the A1035 and Swinemoor Lane Roundabout If approved, the following conditions be adopted; 1) strict adherence to site operation times and consideration for local residents and road users. 2) that the detached garaging should be retained as ancillary to the houses. 3) The hedgerow/conifer trees to the east of the site should be protected throughout building work with a barrier in accordance with the tree officer at the council and should be retained at current height at all times. Should any of the trees fail, be damaged or removed within 5 years of permission being granted, they should be replaced with trees of similar or same type and size. 4) That the existing wall between the car park and Tickton Meadows is maintained in good order at its current height so as not to have a negative impact on the properties to the south of the site. 5) Traffic management should be considered and carefully planned to ensure visibility splays are ascertained in both directions. 6) No approval should be permitted unless full scaled plans are submitted to clarify scale and proportion of development. 7) No approval should be granted prior to the applicant submitting a plan of how both surface water and foul water will be dealt with. This is owing to the fragile state of both of these drainage systems within the village. The existing sewerage system is archaic and oftentimes blocks in various parts of the village. 8) If approved, the properties should be constructed in line with the Conservation Area Appraisal. In particular, traditional timber doors and windows, chimneys should be included.</p> |
| 070/18 | <p>MOTIONS PROPOSED BY COUNCILLORS</p> <ol style="list-style-type: none"> Motion proposed by Cllr N Walker ‘the Parish Council consider purchasing a dog bag dispenser for Carr Lane’. Resolved: It was agreed that the Clerk order a dog bag dispenser and for PC to agree site location prior to installation. Motion proposed by Cllr Oliver ‘the Parish Council consider corresponding with ERYC and EA with regard to concerns relating to flood risk and consult with other parishes along the river and drains’. Resolved: It was agreed that Cllr Oliver and Clerk prepare a letter to Ward Councillors and EA. Motion proposed by Cllr Greenwood ‘the Parish Council consider a bonus payment to the parish clerk for additional work arising from GDPR legislation’. Resolved: It was agreed that the Personnel Committee prepare a proposal for consideration by the PC. Motion proposed by Cllr Morris and the Clerk ‘the Parish Council consider purchasing a new litter bin for Weel Common’. Resolved: It was agreed that the Clerk order a replacement bin through ERYC Motion proposed by Cllr Webster ‘the Parish Council consider making an Asset of Community Value nomination on the New Inn Public House’ together with residents’ requests. The proposal was seconded by Cllr N Walker. A recorded vote was requested; by show of hands this motion was agreed by Cllrs Lenton, N Walker and Webster. The remaining Cllrs present abstained. A counter proposal was made by Cllr Oliver ‘that the Parish Council consider consulting parishioners to establish if there is a desire to proceed to nominate the New Inn and the Crown & Anchor as an Asset of Community Value.’ This proposal was seconded by Cllr Morris and agreed by a show of five hands. Resolved: By majority vote, it was agreed that the parishioners be consulted on the desire to proceed to nominate the New Inn and the Crown & Anchor as an Asset of Community Value via website, noticeboards, social media and survey monkey. |
| 071/18 | <p>INSURANCE RENEWAL Three quotations were received from the broker Came & Company for consideration. Resolved: It was agreed that Insurance be provided by Hiscox 3-year Long Term Agreement.</p> |

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| 072/18 | <p>FINANCES</p> <p>Annual Return & Support Documentation</p> <p>a) Internal Audit Report The Internal Audit Report received from P Wright was noted.</p> <p>b) Governance Report The Governance report forms part of the Annual Return. Cllrs were asked to examine the return and approve the Governance Statement based on the knowledge of the workings of the Council; the review of effectiveness and specific evidential report produced by the Clerk. RESOLVED: The Governance Report is approved and signed by the Chairman.</p> <p>c) Accounting Statements The contents of the Accounting Statement were examined and the clerk outlined all assurances available to the Parish Council to validate the figures. RESOLVED: The Accounting Statement is approved and signed by the Chairman.</p> <p>Monthly Financial Statement The Clerk presented the Financial Statement to 30 April 2018.</p> <p>Payments The following payments were presented for approval at the meeting;</p> <ol style="list-style-type: none"> 1. East Riding Group Ltd – Grass Cutting - £396.61 + VAT 2. Tickton Village Hall – Room Hire - £20.00 3. Came & Company – Insurance renewal – £1,578.99 4. Mrs M Middleton – Reimbursement Tour de Yorkshire expenses - £77.40 + VAT 5. P Wright – Audit Fee - £50.00 6. Salaries <p>RESOLVED: The above payments were approved.</p> <p>Payment authorised 30.4.18: To record</p> <ol style="list-style-type: none"> 1. Mark Lowe QC – Legal costs - £750.00 (s137 payment) <p>Income Received:</p> <ol style="list-style-type: none"> 1. Northern Powergrid – Wayleaves/Rent - £61.24 2. ERYC – Precept - £13,073.50 3. HMRC VAT Refund - £7,900.39 4. Nat West – Bank Interest – 0.42p |
| 073/17 | <p>There being no further business the meeting closed at 9.20 pm. The next ordinary meeting of the Parish Council is scheduled for 18 June 2018 at 7.30pm</p> |

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Chair: Tickton and Routh Parish Council Date