

# Tickton & Routh Parish Council

Minutes of the Ordinary Meeting of Tickton and Routh Parish Council held in the Tickton Village Hall, on Monday 16 September 2019

**Present:** Councillor: Sinkler (in the Chair)  
Councillors: Caley; Fogarty; Hadley; Lenton; Mathison; Oliver; Riley; N Walker & T Walker

**In Attendance:** Ward Councillors Beaumont, Gateshill & Greenwood, Sara Barstow & Alex Hay Environment Agency (EA) Officers and Astrid Paget, Principal Engineer in Flood Risk Strategy, ERYC (Agenda item 1-5; Minute Ref 132-135/19); PCSO Anna Lindley (Agenda item 1-3 & 5; Minute Ref 132,133 & 135/19)

**Apologies:** Councillor Wells

**Absent:** None recorded

**Public:** No members of the public were in attendance

**Minute Taker** Mrs M Middleton – Clerk

132/19	<b>DECLARATION OF INTERESTS</b> – None recorded.
133/19	<b>MINUTES</b> <b>Resolved:</b> The minutes of the meeting of the 15 July 2019 were approved as a true and correct record.
134/19	<p><b>WARD COUNCILLORS REPORT</b></p> <p><b>1. Flood Risk: River Hull (105/19)</b> – Cllr Beaumont invited Officers from the EA and ERYC to update the PC on concerns raised. The EA Officers responsible for flood assets, informed on research-based work that is being undertaken to alleviate flood risk across the parish. Such research does not support dredging and the EA look at the costs, the property a flood might affect together with the benefit of the activity. Ongoing maintenance includes cutting the embankments/weeds as well as targeting specific lips or obstacles. The PC raised concerns with regard to the high River levels evident in the parish compared to the low levels in Hull. ERYC are looking at a technique to establish if there are any obstacles. Concerns were also raised with regards to archaic sewerage system being unable to cope with additional pressure from surface and flood water. Assurance were given that agencies are working together to reduce risk since the introduction of the Water Management Act. ERYC confirmed removal of up to 15 derelict vessels from the River Hull, between Tickton and Weel made no impact on water levels in the upper river Hull reaches, but increased flood risk in Hull. The major flood protection schemes achieved through the Hull Integrated Catchment Strategy were outlined. The Tickton Pumping Station is expected to become a weir, functioning in a different way. It was confirmed that new property development should not cause a flood risk; planning policy applies strict conditions. The EA and IDB liaise on a monthly basis to work on local issues. Ward Cllr Gateshill advised that he has requested clarification from the Planning Department and EA on the reasons that the parish flood zone has been reduced from a Level 3 to Level 1 and is this correct.</p> <p><b>Resolved:</b> 1. EA/ERYC to report to the PC via the Clerk on a regular basis 2. EA/ERYC to clarify the parish Flood zone rating from 3 to 1 and reasoning behind changes 3. ERYC to send website link to Hull Integrated Catchment Strategy. 4. EA/ERYC agreed to update the PC on results of both topography of the River Hull study and the outcome of negotiations regarding Tickton Pumping Station and the Holderness Drain</p> <p><b>2. ERYC Cllr Quarterly Newsletter</b> - A request was from received ERYC Cllrs Jonathan Owen, Deputy Leader and Jane Evison for direct access to parish councillor emails in order to send the newsletters.</p> <p><b>Resolved:</b> It was agreed that correspondence continue to be directed through the Clerk</p>
135/19	<p><b>COMMUNITY SAFETY</b></p> <p>PCSO Lindley reported burglaries and attempted burglaries during August. No crime was reported in September. Cllr N Walker requested the police to undertake surveillance of HGVs using Weel Road and Weel Bridge (3 tonne limit).</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: <a href="mailto:ticktonandweelnwg@gmail.com">ticktonandweelnwg@gmail.com</a></p>

136/19	<p><b>CLERKS REPORT</b> - The clerk presented the following report.</p> <ol style="list-style-type: none"> <li>1) <b>022/19 Go LGV (156/18)</b> – the remaining container has been removed from site. <b>Item closed.</b></li> <li>2) <b>118/19 Footpath Resurfacing</b> - Contractors have completed the driveways, weeds sprayed on areas of growth. Dropped curbs will be added to the list once funding is available. <b>Item closed.</b></li> <li>3) <b>120/19 Resident: Septic Tank</b> – the new regulations and grant funding was published. <b>Item closed.</b></li> <li>4) <b>120/19 National Highways and Transport Public Satisfaction Survey</b> was completed. <b>Item closed.</b></li> <li>5) <b>120/19 ERNLLCA Being A Good Councillor Course</b> was attended by Cllr Fogarty, the Clerk requested that ERNLLCA facilitate additional courses in New Year. <b>Item closed.</b></li> <li>6) <b>122/19 Community Safety</b> - The Village Hall Committee was informed of the Police recommendation to upgrade CCTV together with funding information (<a href="https://www.tworidingscf.org.uk/fund/east-riding-crime-reduction-fund/">https://www.tworidingscf.org.uk/fund/east-riding-crime-reduction-fund/</a>) <b>Item closed.</b></li> <li>7) <b>128/19 Annual Play Inspections</b> – The Play Inspection Co. has been instructed to undertake on a rolling basis, until Council agree to review. <b>Item closed.</b></li> <li>8) <b>079/19 Governance Documents 2019-20</b> are updated and available on the website. <b>Item closed.</b></li> <li>9) <b>118/19 Telephone Boxes: Update</b> - BT are in process of undertaking consultation with ERYC for removal of these two boxes. So, for this reason, no painting work will be undertaken for the time being.</li> <li>10) <b>122/18 Noise following ERYC works to A1035 Hull Bridge</b> a response from Hull University was noted.</li> <li>11) <b>119/19 Handyman's Report</b> Update: the netball nets and MUGA caps/bolts have been purchased. Play &amp; Leisure Ltd have agreed to repair basket swing surface FOC when they return to repair the junior swing surface on the Recreation Ground. Fosse Contracts Ltd are preparing quotes for annual maintenance.</li> <li>12) <b>127/19 RWF Community Fund Grant</b> Update: The F &amp; G Committee will meet on the 9.10.19</li> <li>13) <b>024/19 Grant Funding Committee</b> Update: The Transport Champion has been liaising with ERYC with regard to solar panels at Routh on the back of the PC seeking funding for Hull Bridge bus shelter. <b>Resolved:</b> It was agreed that the Transport Champion support the Clerk to progress.</li> </ol>
137/19	<p><b>Document Retention Policy Appendix A – Resolved:</b> The document was approved.</p>
138/19	<p><b>ICO Model Publication Scheme - Resolved:</b> The document was approved.</p>
139/19	<p><b>AFC Tickton Pythons</b> Insurance, risk assessments and signed Agreement was received for use of the Recreation Ground <b>Resolved:</b> Clerk to sign Agreement on behalf of the PC</p>
140/19	<p><b>HANDYMANS REPORT</b> Additional warning signs have been installed on the MUGAs as well as signage warning of rabbit holes. <b>Resolved:</b> The request to purchase replacement Basket Ball nets were approved.</p>
141/19	<p><b>CORRESPONDENCE</b></p> <ol style="list-style-type: none"> <li>1) <b>East Riding Bus Service News Sept 2019</b> – A summary of bus service changes was added to website.</li> <li>2) <b>ERYC: Parish Council Planning Liaison Meetings</b> - minutes and speaking notes were noted as received.</li> <li>3) <b>ERYC: Appointment of Parish Council Representative for the Standards Committee</b> Cllr Hadley was nominated by Cllr N Walker and seconded by Cllr Mathison. <b>Resolved:</b> Cllr Hadley was nominated Parish Council Representative for the Standards Committee</li> <li>4) <b>ERNLLCA: Newsletter and AGM to be held 19 September 2019 at 7pm</b> was noted as received. <b>Resolved:</b> Clerk to draft updated NALC Model Financial Regulations for adoption May 2020 and approval granted for Clerk and Cllr N Walker (if available) to attend the Conference on 15.11.19</li> <li>5) <b>Office of the Police and Crime Commissioner: Summer E – Bulletin</b> was noted as received.</li> <li>6) <b>City Health Care Partnership – Free Defibrillator training</b> <b>Resolved:</b> To forward to training information to Defibrillator Group</li> <li>7) <b>The Royal British Legion – The Poppy Appeal</b> <b>Resolved:</b> To order three Wreaths (S137)</li> <li>8) <b>Tickton Diary – closing date for articles 24.9.19</b> <b>Resolved:</b> Articles relating to Parish Development, CLH Volunteer Drive and BT Telephone Box Consultation were approved.</li> <li>9) <b>Resident: Dog Fouling on Carr Lane</b> – It was noted that the Dog Warden had been informed. <b>Resolved:</b> Clerk to arrange for the Handyman to paint 'No dog Fouling' stencils on footpaths/roads</li> <li>10) <b>Resident: Request for hedge and vegetation to be cut back on boundary to Crown &amp; Anchor, road sweep and weed spray curb side gutters from Weel Road up to and incl. the Footbridge and weed spray block</b></li> </ol>

	pavement leading up to the Footbridge (west). It was noted that the manhole cover at Routh was damaged. <b>Resolved: Clerk to report to ERYC, Streetscene and Highways</b>
142/19	<b>PUBLIC CONSULTATION</b> - None received.
143/19	<p><b>PLANNING</b></p> <p><b>1. Planning Decisions</b></p> <p>a) <a href="#">18/04042/PLF</a> - Little Storkhill Farm 223 Hull Bridge Road Tickton - Conversion of existing building and erection of link extension to create dwelling and erection of 4 dwellings following cessation of existing HGV operation and removal of existing buildings – <b>Approved</b></p> <p>b) <a href="#">19/01421/PLF</a> - Little Storkhill Farm 223 Hull Bridge Road Tickton - Erection of general-purpose agricultural building with associated hardstanding following demolition of existing general-purpose agricultural building - <b>Approved</b></p> <p>c) <a href="#">19/02100/TCA</a> - Church Cottage 121 Main Street Tickton - Removal of Hawthorn (T1) close to ground level together with treatment of stump and removal of a 2m section of Hawthorn (H2) closest to dwelling – <b>Approved</b></p> <p><b>2. Delegated Planning Applications</b></p> <p>a) Under delegated authority, T&amp;RPC submitted the following response;  <a href="#">19/02439/PLF</a> - Gleneagles Main Road Routh - Change of use of paddock to use as private equestrian arena with sand/stabilising fibre/rubber surface and stone access path. <b>Resolved: No comment.</b></p> <p>b) <b>East Riding Local Plan Review Allocations Document 'Fact Checking' Exercise</b>  T&amp;RPC Planning Committee presented a response to the ERYC Local Plan Review for consideration.  <b>Resolved: Approval was granted to submit the response to the East Riding Local Plan Review</b></p> <p><b>3. Planning/Tree Applications</b></p> <p>a) <a href="#">19/02693/CLE</a> Majestic Pool, Weel Road, Weel - Change of use of former waste land and lake to commercial coarse fishing lakes, including hard standing parking areas and siting of a caravan  <b>Resolved: No Comment</b></p> <p>b) <a href="#">19/02782/TPO</a> - Beech Croft, Chestnut Mews, Tickton - TPO: TICKTON ORDER 1994 (REF: 100) A1 - Reduce height of Holly (T2) by approximately 8.0m in order to allow more light into the property  <b>Resolved: The Parish Council strongly support the preservation of trees and agree to the recommendations of the Tree Officer.</b></p> <p>c) <a href="#">19/02857/TPO</a> - Holly Lodge, 4 Chestnut Mews, Tickton - TPO: TICKTON ORDER 1994 (REF: 100) A1 - Reduce height of Holly (T1) by approximately 5.0m in order to allow more light into the property  <b>Resolved: The Parish Council strongly support the preservation of trees and agree to the recommendations of the Tree Officer.</b></p> <p>d) <a href="#">19/02463/PLF</a> - Heron Lakes, Main Road, Routh - Installation of extraction system at the Bistro facility at Heron Lakes Holiday Park (Retrospective)  <b>Resolved: No comment</b></p> <p><b>4. Planning Applications</b> <a href="#">18/03060/PLF</a> Land North West Of Red Cottage, 1 Weel Road will be consideration by ERYC Eastern Area Planning Committee on 23.9.19. T&amp;RPC Planning Committee responded to the Ward Cllrs request for historical information.  <b>Resolved: To submit additional comments 'Strongly object on the grounds of change of use of land to a mixed use as a residential gypsy caravan site and that this site is identified as at risk of flooding. If approved, the Parish Council accept no responsibility for the outcome of the decision and will direct all enquiries onto ERYC. Consideration also be given to additional evergreen trees to the boundary to improve the visual amenity.'</b></p>
144/19	<b>ENFORCEMENT</b> – None recorded.
145/19	<p><b>MOTIONS</b></p> <p>a) <b>Cllr Oliver propose that the PC 'consider facilitating a village outdoor Christmas tree.'</b> Seconded by Cllr Fogarty. <b>Resolved: Motion carried for Cllr Oliver to contact the Village Hall and report back any necessary approvals required to progress.</b></p> <p>b) <b>Cllr Oliver propose that the PC 'consider requesting ERYC to install Public Right of Way signage and provide ongoing maintenance to the newest footpath known as Footpath No.14, and also to review PROW way signs, in particular missing signs (at bridleway5/footpath7 and footpath No.4 at Carr Lane/Butt Lane junction).'</b> Seconded by Cllr N Walker. <b>Resolved: Motion carried.</b></p>

	<p>c) <b>Cllr Oliver proposes that the PC</b> ‘considers contacting ERYC Grounds maintenance team to cut the grass, and trees/vegetation encroaching onto Carr Lane down to the footbridge, Weel Road (Tickton to Weel Bridge), overhanging trees on Carr Lane, Weel and the PROW footpath, Weel’. Seconded by Cllr Mathison. <b>Resolved: Motion carried.</b></p>																																																												
146/19	<p><b>FINANCE</b> The Conclusion of Audit PKF Littlejohn 2018/19 was received, no comments raised. The Financial Report 31 August 2019 was presented.</p> <p><b>Payments:</b></p> <table border="1"> <thead> <tr> <th></th> <th><b>Gross</b></th> <th><b>Net</b></th> <th><b>VAT</b></th> </tr> </thead> <tbody> <tr> <td>1. Tickton Village Hall - Room Hire (x2)</td> <td>£20.00</td> <td>£20.00</td> <td>£0.00</td> </tr> <tr> <td>2. PKF Littlejohn LLP - External Audit</td> <td>£360.00</td> <td>£300.00</td> <td>£60.00</td> </tr> <tr> <td>3. East Riding Group Ltd - Grass Cutting (x2)</td> <td>£895.10</td> <td>£745.92</td> <td>£149.18</td> </tr> <tr> <td>4. Kompan Ltd - Play Equipment Parts</td> <td>£91.68</td> <td>£76.40</td> <td>£15.28</td> </tr> <tr> <td>5. The RBL Poppy Appeal – Wreath (S137)</td> <td>£64.50</td> <td>£64.50</td> <td>£0.00</td> </tr> <tr> <td>6. ERNLLCA - Councillor Training</td> <td>£54.00</td> <td>£45.00</td> <td>£9.00</td> </tr> <tr> <td>7. I Brice reimbursements</td> <td>£7.98</td> <td>£6.65</td> <td>£1.33</td> </tr> <tr> <td>8. M Middleton reimbursements</td> <td>£68.37</td> <td>£60.98</td> <td>£7.39</td> </tr> <tr> <td>9. HMRC - PAYE</td> <td>£273.82</td> <td>£273.82</td> <td>£0.00</td> </tr> <tr> <td>10. ERVAS - Payroll/Pension Processing</td> <td>£109.00</td> <td>£109.00</td> <td>£0.00</td> </tr> <tr> <td>11. Salaries &amp; Pension</td> <td></td> <td></td> <td></td> </tr> <tr> <td><b>Income:</b></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Nat West - Bank Interest</td> <td>£3.34</td> <td></td> <td></td> </tr> <tr> <td>ERYC – RWF 50% Grant</td> <td>£4,155.60</td> <td></td> <td></td> </tr> </tbody> </table> <p><b>Resolved: The above financial report, payments and income were approved.</b></p>		<b>Gross</b>	<b>Net</b>	<b>VAT</b>	1. Tickton Village Hall - Room Hire (x2)	£20.00	£20.00	£0.00	2. PKF Littlejohn LLP - External Audit	£360.00	£300.00	£60.00	3. East Riding Group Ltd - Grass Cutting (x2)	£895.10	£745.92	£149.18	4. Kompan Ltd - Play Equipment Parts	£91.68	£76.40	£15.28	5. The RBL Poppy Appeal – Wreath (S137)	£64.50	£64.50	£0.00	6. ERNLLCA - Councillor Training	£54.00	£45.00	£9.00	7. I Brice reimbursements	£7.98	£6.65	£1.33	8. M Middleton reimbursements	£68.37	£60.98	£7.39	9. HMRC - PAYE	£273.82	£273.82	£0.00	10. ERVAS - Payroll/Pension Processing	£109.00	£109.00	£0.00	11. Salaries & Pension				<b>Income:</b>				Nat West - Bank Interest	£3.34			ERYC – RWF 50% Grant	£4,155.60		
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<p><b>PRIVATE SESSION (PART II): In accordance with the provisions of the Public Bodies (Admission to Meetings) Act 1960 the Public and Press were excluded from the meeting for the discussion of the following exempt business.</b></p>																																																													
147/19	<p><b>STAFFING MATTERS</b> The Personnel Committee confirmed that ERVAS will administer Pension Regulator Re-enrolment by 31 March 2020 deadline. The Pension Report summarising the PCs decision at the meeting held on 15.7.19 was signed by the Chair and will be held securely as a confidential record. The NEST Pension Employers Booklet was circulated at the meeting and the NEST Direct Debit was authorised and signed ready for submission. <b>Resolved: The salaries, NEST pension and staffing matters were approved.</b></p>																																																												
148/19	<p><b>COMMUNITY LED HOUSING WORKING GROUP</b> Cllr N Walker updated the PC on the recommendations of the Working Group. The Stage 1 Consultation Report and Vision Statement had been prepared. The Working Group to attend workshop on 5.10.2019. <b>Resolved: To arrange a Volunteer Recruitment Drive on 29.10.19 in order to establish interest to progress to Stage 2. Clerk to contact ERYC to request grant extension to 31.1.2020.</b></p>																																																												
149/19	<p><b>PLANNING &amp; PROPERTY MATTERS</b> <b>Resolved: To contact ERYC Planning and Public Protection</b></p>																																																												
150/19	<p><b>DATE OF NEXT MEETING(S):</b> The next Ordinary Meeting of the Parish Council will be held on Monday 21 October September 2019 at 7.30pm.</p>																																																												

Approved by T&RPC on 21 October 2019