**East Cottingwith Parish**

**Annual Parish Meeting**

**Minutes of the meeting held on 12th May 2016 at 8.30pm in the village hall**

**Present**: Peter Rhodes (Chair), Noel Joy (Clerk), John Barlow, Joan Burnett, Steve Ashton, Julie Harrison, Neil Hobbs

**1.** The minutes of the meeting held on **14th May 2015** were signed as a correct record

**2**. The **Chairman’s annual report** and the **annual financial report** were circulated and received.

**3. Letting of the lanes:**

Mill Lane: Fiona Bruce

Walloways Lane: Joan Burnett

Langrickgate Lane: Neil Hobbs

Ings Lane: Dave Griffith

Postern Lane: Steve Ashton

**4. Queen’s 90th Birthday**

Consideration would be given to the lighting of the beacon to celebrate the Queen’s birthday

**5.** Date of next meeting: **11th May 2017**

**East Cottingwith Parish Council**

**Minutes of the annual meeting held on Thursday, 12th May 2016 in the village hall at 8pm.**

**Present**: Peter Rhodes (Chair), Steve Ashton, Julie Harrison, Neil Hobbs; Noel Joy (Clerk); and two members of the public: John Barlow and Joan Burnett

**1. Apologies** for absence were received from Clare Cornmell, Dave Griffith and Duncan Morter

**2. Peter Rhodes** was elected as Chair and **Neil Hobbs** as Vice Chair for the ensuing year

**3. Public participation:**

a) Joan Burnett pointed out that the bushes in the cemetery, especially the holly bush, were overgrown and preventing access. Julie Harrison agreed to ask the grass cutting contractors to deal with this.

b) Joan also pointed out that the gates and hedges in the canal area were in a poor state of repair, and that the depth indicator post near the lock had disappeared. It was agreed that the environment agency be asked to remedy this situation. *(subsequently actioned to Dave Griffith)*

**4.** The minutes of the meeting held on **10th March 2016** were signed as a correct record.

**5. Matters arising:**

a) A letter from Angela Harper dated 25th March about **guttering on the bus shelter** was considered. She stated that if a soakaway was provided for the drainage from the bus shelter, then she would arrange for the connecting guttering to be removed.

It was agreed that Julie Harrison arrange for this work to be done; Noel Joy would write to Mrs Harper accordingly.

b) A letter from ERYC highways dated 25th April about the state of **Langrickgate Lane** and the northern part of Ball Hall Lane was received. It was hoped that the proposed engineering survey would enhance the chances of repair.

**6**. **The annual Chairman’s report** and the **annual financial report** for 2015/16, which had been circulated, were approved. Copies are attached to the minutes in the minute book

**7. Financial Management, 2015/16** (all documents previously circulated)::

a) The Council formally approved the statement of **governance**

b) The Council then formally approved the statement of **accounts**

c) The Council received the report of the **internal auditor**, and expressed its thanks to Brian Cottam

d) The Council received the bank reconciliation statement, the explanation of variances, and the dates for the exercise of public rights (6th June to 15th July)

Information would be published on the notice board and website, and sent to the external auditors.

**8. Planning matters**:

a**) Trees at Hall Garth Farm** (16/01003/TCA): the decision to approve this application was confirmed

b) **Trees at Old Ship Inn** (16/01302/TCA): this application was approved. The importance of the scots pine was emphasised.

c) **Pigeon Lofts** (15/03216/PLF): this application had been opposed by the Parish Council but approved by ERYC, subject to conditions on usage, traffic, and waste disposal

d) **Cherry Tree Farm** (16/00263/CLP): this application had been opposed by both the Parish Council and ERYC.

**9. Community grants**

Community groups had been invited to consider applying for grants under the Tesco Bags of Help Programme.

Steve Ashton had made available on the website information on searching and applying for any grants available, in the section on community groups.

This Council will use the website to inform community groups of the availability of any grants brought to their attention.

**10 Parking in the village**

Parked cars had caused difficulties for an ambulance. Residents were reminded to park off road whenever possible.

**11. Other correspondence**: a list of correspondence received during March and April had been circulated.

**12. Any other business**:

Peter Rhodes agreed to contact a land agent to settle the precise boundary between Jubilee Wood and the adjacent field.

13. Date of next meeting: **14th July 2016.**