**EAST COTTINGWITH PARISH COUNCIL**

**Minutes of a Parish Council Meeting held in St Mary’s Church, East Cottingwith**

**at 8.00 pm on Thursday 13th January 2022**

**Note: Due to the Coronavirus pandemic emergency, Government advice on holding public meetings and following a Risk Assessment; members of the public and the press had been advised of the safety procedure to be adopted when attending the meeting.**

**Present:** Councillors N. Hobbs (Vice-Chairman), D. Griffith, S. Ashton,

P. Shervington, C. Stevens

**In Attendance:** D. Cornmell (Parish Clerk)

**Members of the Public**: None

1. **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors P. Rhodes(Chairman) and

C. Cornmell.

1. **DECLARATIONS OF INTEREST**

The Vice-Chairman declared an interest in respect of item 8 (h).

1. **PUBLIC PARTICIPATION**

There were no members of the public present.

1. **MINUTES OF THE LAST MEETING**

Proposed by Councillor Ashton, seconded by Councillor Stevens and agreed that the minutes of the Ordinary Meeting, held on 11th November, 2021, be accepted as a true record.

1. **ONGOING ITEMS**
2. Groundworks: River Derwent

A response received from the Environment Agency, in relation to concerns about drainage on the Ings, was noted and had been circulated to members prior to the meeting . The parishioner who had raised the issue had also had sight of the reply. The Vice-Chairman touched upon another aspect involving the Ings and the river bank which was of concern. Barbed wire had been placed along an area which was regularly frequented by members of the public and was at a height which was particularly dangerous to children. It was agreed that the Environment Agency be contacted about this. Another matter brought to notice was dog fouling and a failure by some owners to take away faeces, some of which had been placed in bags and not collected. It would appear that people from outside the village were coming by car to exercise their dogs in the area. Councillor Griffith, who had witnessed dog fouling in the past, referred to the effectiveness of appropriate signage. His offer to put up more signs was gratefully accepted. The Clerk indicated that he would contact East Riding Council’s (ERYC) Dog Wardens and alert them of the situation.

**Action: Councillor Griffith/Clerk**

1. Jubilee Wood

Councillor Griffith provided an update on matters relating to the wood. It was suggested that it would be advantageous to have another owl box and Councillor Griffith agreed to purchase same from funds already allocated for such a purpose.

Councillor Shervington advised that he was still trying to locate where the land drains were, before seeking a site meeting with ERYC. Some improvement in flooding around the wood had been noticed so far this year.

**Action: Councillors Griffith and Shervington**

1. Notice Board

Councillor Shervington confirmed that he had again spoken with the parishioner who was to carry out refurbishment of the existing notice board and was waiting for the work to be carried out. The second notice board had yet to be advertised for sale.

**Action: Councillor Shervington**

1. Potholes

It was reported that work had now been carried out in Green Lane. Councillor Stevens questioned the effectiveness of the repairs as there were signs that some of the tarmac was already coming out. It was agreed to monitor the situation. Councillor Ashton again raised the issue of cracks in Postern Lane which were getting worse. The Clerk confirmed that Ward Councillor Hammond had again been alerted of the situation but as yet there had been no response from Highways.

**Action: Clerk**

1. Land Registry

The Vice-Chairman advised members of the detailed response he had received following a formal complaint about the Land Registry’s failure to deal with an application in respect of the Towns Land Trust. The complaint had been upheld. The conclusion was that it was not considered appropriate to register land owned by the parish council with HM Land Registry.

1. Broadband

The Vice-Chairman provided an update on the proposed fast fibre rollout programme, following consultation with KCOM. Work on East Cottingwith’s scheme was likely to commence in mid-February. Survey work was being carried out and checks had been made by KCOM with some households who had registered an interest.

**Action: Vice-Chairman**

1. H.M. The Queen’s Platinum Jubilee Celebrations 2022

It was reported that the parishioner who had agreed to help set-up arrangements was about to circulate details within the parish and make use of social media, publicising the event. It was hoped that further information would be available in time for the next meeting.

**Action: Clerk**

1. Planning Applications/East Riding of Yorkshire Council’s relationship with town and parish councils

The Clerk confirmed that he had been in touch with Newbald Parish Council with regard to a suggested letter to ERYC outlining issues of concern. As yet, a draft had not been prepared but an assurance had been given that those town and parish councils willing to add their name to the letter would have sight of it, prior to submission. Consideration was given to a ‘charter’ drawn up by ERYC and recommended for adoption by town and parish councils, Councillors were of the opinion that the ‘charter’ did not go any way towards resolving the problems experienced in the parish council’s dealings with ERYC.

**Action: Clerk**

1. Siting of caravan: Land off Ballhall Lane, Storwood

Confirmation had been received from ERYC that a site visit had been made and that a planning application was to be submitted in respect of this matter.

An earlier issue, referred to ERYC, concerning the siting of a caravan on land off Langrickgate Lane, did not appear to have been resolved. It was agreed that the Enforcement Officer be alerted of the fact that the caravan was still in situ despite an assurance that it would be removed.

**Action: Clerk**

1. **ANNUAL REVIEW OF GOVERNANCE POLICY**

Consideration was given to the annual review of policy documents appertaining to the good governance of the Council. A new Code of Conduct had recently been adopted and it was r**esolved** no other changes were necessary.

**Action: Clerk**

1. **QUARTERLY RISK ASSESSMENT**

Consideration was given to the risks faced by the parish council and the action necessary to mitigate those risks.

**Resolved –** that the current risk assessment be accepted.

**Action: Vice-Chairman/Clerk**

1. **FINANCE**
2. Bank Reconciliation

Balance as at 1/1/2022 £2,758.11

+ Receipts to date £9,959.27

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£12,717.38

-Payments to date £ 5,904.23

Current Account Balance at 13/1/2022 £ 6,813.15

1. Payments

Proposed by Councillor Stevens, seconded by Councillor Ashton and **resolved** that the following payments be made:

BHIB Councils Insurance- £509.88

Insurance policy

P. Rhodes ( A.V. Etherington & Sons) - £ 70.00

Christmas tree

J.Harrison –(Wel-Medical Ltd)- £ 43.20

Defibrillator pads

D. Cornmell- Clerk’s Salary £294.84

D. Cornmell- Clerk’s Expenses £ 10.44

HMRC- PAYE £ 73.60

G. Fillingham – Grass-cutting £576.00

**TOTAL £1,577.96**

1. Receipts

J. Beevers – Land Rent £ 165.00

1. Financial Report

The Clerk/RFO, presented an update on the Council’s finances for the current financial period, a projected spend for the end of that period and a proposed budget for 2022/23. He advised that competitive tenders would be sought for the three-year grass-cutting contract, commencing 1st April 2022. A decision would need to be made at the next meeting.

**Resolved –** that the proposed budget for 2022/23 be adopted.

**Action:** **Clerk/RFO**

1. Three-year Financial Forecast

The Clerk/RFO presented a three-year financial forecast as required by the Council’s Financial Regulations.

**Resolved-** that the three-year financial forecast be accepted.

**Action: Clerk/RFO**

1. Parish Precept

**Resolved-** after due consideration of the financial report, the parish precept remain at £8,800.

**Action:** **Clerk/RFO**

**The Vice-Chairman declared an interest in the below item as his wife is the Chairperson of the Village Hall Committee. He took no part in the debate.**

1. Donation: Village Hall Committee

It was confirmed that a payment of £200 had already been paid in this financial period in respect of hiring the village hall for meetings of the Council. After due consideration, it was agreed to make the usual donation of £800. It was agreed that a payment be made for hiring St Mary’s Church, for meetings of the Council, whilst the village hall was being refurbished. The payment to be made at the conclusion of the hiring period.

**Resolved –** that a donation of £800.00 be made to the Village Hall Committee.

**Action: Clerk/RFO**

**The Vice-Chairman resumed Chairmanship of the meeting.**

1. **PLANNING**
2. Application

The following applications were considered:

1. 21/04698/TCA- EAST COTTINGWITH CONSERVATION AREA – Remove 1 no. Silver Birch tree as it stops the majority of the sunlight reaching the garden and neighbour’s garden, creates a great deal of seed in the summer months which contribute to blocking of the gutters, windows and car vents, and its removal will also aid with the survival and progress of other shrubs and trees in the garden: Bluebell Cottage, 6 St Marys Close, East Cottingwith YO42 4TZ

**Resolved –** that there be no objection to the tree work.

**Action: Clerk**

1. 21/04500/PLB – Replacement of existing windows at front and rear of the property with like for like double glazed timber replacements, existing roofs to be upgraded with breather felt and replacement battens, existing roof tiles to be replaced with new arcadia old English pantiles, installation of two velux conservation roof lights to the rear: White House Farm, Church Lane, East Cottingwith YO42 4TL

**Resolved-** that there be no objection to the proposed work.

**Action: Clerk**

1. **CORRESPONDENCE**

A list of correspondence, received since the last Ordinary Meeting, was noted.

1. **MEMBER’S REPORTS**

Councillor Ashton referred to a complaint he had received concerning the planting of a hedge to the frontage of Ings House, Canal Lane.

It was claimed that the hedge had been planted on the service strip and in such a position that, once established, it would encroach upon the Lane. Councillor Ashton had visited the scene and spoken with the householder, who was unaware of the situation and most helpful. After a lengthy debate, it was agreed that the parish council had no powers to deal with this issue and that the complainant be advised accordingly.

**Action: Clerk**

Councillor Griffith referred to a matter drawn to his attention by a parishioner, which related to a planning application, considered by the parish council on an earlier occasion, in respect of the erection of a garage at West Farm, Ballhall Lane, Storwood.

The complaint concerned the size and type of the garage. The Clerk confirmed that the same parishioner had contacted him about this matter and had been supplied with a copy of the Minutes of the relevant meeting, which he had requested. The Vice-Chairman advised that the application had been granted by ERYC and no further action was called for.

Councillor Shervington commented on the condition of one of the pieces of equipment in the play area which he had been working on. It was agreed that Councillor Cornmell be updated of the situation.

**Action: Councillor Cornmell**

1. **DATE OF NEXT MEETING**

8pm, Thursday 10th March 2022

There being no further business, the meeting closed at 9.40pm.