**EAST COTTINGWITH PARISH COUNCIL**

**Minutes of a Parish Council Meeting held in the Village Hall, East Cottingwith**

**at 8.00 pm on Thursday 12th January 2023**

**Present:** Councillors P. Rhodes (Chairman), N. Hobbs (Vice-Chairman), D. Griffith,

P. Shervington, C. Stevens.

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

**Members of the Public**: Eight (8)

1. **COUNCILLOR STEVE ASHTON**

The Chairman paid tribute to the life and work of Steve, who had passed away recently and who was a valued member of the parish council and the local community. One parishioner wished to pay her own tribute for all that Steve had done to support St Mary’s Church. His loss would be deeply felt and she feared that without some younger members of the community stepping forward to help with the running of the church its future was threatened. Condolences were offered to his wife and family.

1. **APOLOGIES FOR ABSENCE**

 Apologies for absence were received from Councillor C. Cornmell.

1. **DECLARATIONS OF INTEREST**

 There were no declarations of interest.

1. **PUBLIC PARTICIPATION**

The Chairman welcomed members of the public and asked if they wished to address the Council on any item on the agenda. Two parishioners wished to make an address on item **6 (h) Christmas tree** and item **10 (a) Planning application: Erection of a dwelling on Land South of Sycamore Bungalow.**  The Chairman agreed for both matters to be brought forward.

**Christmas tree:** The parishioner who had asked for this to be discussed drew attention to the fact that, over the years, she had been heavily involved in the event surrounding lighting of the tree; carol singing; provision of refreshments and the collection of monies for the Martin House Charity. She felt at her age she had done enough and it was for others to take on the task. A general discussion took place about this year’s event when it was accepted that the tree had not been put in place earlier enough. Thanks, were extended to the Vice-Chairman, and those others who had helped him erect the tree and fit the lights.

It was agreed that there was a need to address the matters raised at the November meeting.

**Action: Chairman/ Vice-Chairman/Clerk**

**Planning Application: Erection of a dwelling on Land South of Sycamore Bungalow:** One parishioner reflected on his own observations about the application. Whilst there was merit in the style and design of the proposed dwelling, simply put, it was the wrong type of building for the site and the Conservation Area. He had submitted his own objection to the application. He was joined by others who raised similar objections and concerns about loss of amenity and future use of the dwelling. Councillor Griffith drew attention to an earlier application which, despite the objections of the parish council, permission had been granted for a smaller dwelling. The present application was totally out of keeping with surrounding properties, both in size, style and construction materials. After further debate it was **resolved** to object to the application on the following grounds:

1. the Council objects in principle to any development on this land, it being one of the few remaining open spaces within the Conservation Area, but recognises that permission has already been granted (19/037751/PLF) for a dwelling, both in size and type of construction material used, which is in keeping with the principles set out in the Conservation Area Appraisal for East Cottingwith 2007;
2. the new application relates to a two-storey dwelling which would completely dominate those immediately surrounding it, which are single-storey bungalows, therefore the building would not be in keeping with the existing street scene;
3. the proposed building materials to be used, i.e., random stone, timber cladding, aluminium windows, are at odds with the type recommended in the Conservation Area Appraisal, i.e., red/brown clamp brick, timber windows and doors;
4. the residential amenity of Sycamore Bungalow and those in Back Lane is likely to be affected as a result of the siting of the building, part of which is outside of the development limit outlined in the East Riding Local Plan;
5. it is noted that, at this stage, the observations of the Conservation Officer have not been sought. This is considered to be essential before any decision is made. In the event of a recommendation to grant permission, it is requested that the application be considered by the Western Area Planning Sub-Committee.

**Action: Clerk**

1. **MINUTES OF THE LAST MEETING**

Proposed by the Vice-Chairman, seconded by Councillor Stevens and agreed that the minutes of the Ordinary Meeting, held on 10th November 2022, be accepted as a true record.

1. **ONGOING ITEMS**
2. The Old Ship Cottage: Update

The Clerk referred to the previous meeting of the Council when members of the public and parish councillors had discussed a planning application in respect of The Old Ship Cottage: this matter had not been on the published agenda and therefore the Council was in error in dealing with it in the way in which it did. An apology had been offered to the applicants, who had not been present at the meeting and the parish council had subsequently referred itself to East Riding Council’s Standards Committee. ERYC had welcomed the openness of the parish council in acknowledging the procedural error but had indicated that it was not a matter to be dealt with by the County Council.

1. Jubilee Wood

Councillor Griffith indicated that, as previously agreed, he had ordered a number of trees from the nursery, which he hoped would arrive in the near future.

**Action: Councillor Griffith**

1. Notice Board

Councillor Shervington confirmed that the spare notice had been advertised for sale.

Unfortunately, work on refurbishing the existing notice board had not yet commenced.

**Action: Councillor Shervington**

1. Broadband

The Vice-Chairman reported that KCOM had held a session in the Village Hall on Saturday 12th November, to market the services that were available, following the fast fibre rollout programme. He expressed concern that KCOM’s earlier promise, to install broadband in the village hall, had not yet been fulfilled. It was agreed that it was no longer necessary to include this as a future agenda item.

1. Langrickgate: maintenance of verges

Councillor Shervington referred to earlier discussions about this matter which were in hand. He would report back at the next Ordinary meeting, once he had spoken with those responsible at ERYC.

**Action: Councillor Shervington**

1. Langrickgate: overgrown hedge

It was noted that ERYC had taken action to cut back the majority of the overgrown hedge but there was still a part remaining. The Clerk agreed to follow this up with ERYC.

**Action: Clerk**

1. Postern Lane: potholes

The Clerk confirmed that he had reported the matter to ERYC after the last meeting.

Councillor Stevens said no action had been taken to date and the cracks appeared to be worsening. A follow-on discussion took place about potholes generally under Members Reports.

**Action: Clerk**

1. Christmas tree

**Dealt with under public participation.**

1. **ANNUAL REVIEW OF GOVERNANCE POLICY**

The Clerk reported that he had conducted the annual review of the various policy documents adopted by the parish council. Following that review, he presented revised Standing Orders; revised Financial Regulations and a revised Financial Risk policy. After consideration of the documents, circulated prior to the meeting, it was **resolved,** to adopt all three revised policy documents, apart from slight amendment to Standing Orders.

**Action: Clerk/RFO**

1. **EAST RIDING COUNCIL: COMMUNITY GOVERNANCE REVIEW**

The Clerk drew attention to a recent newspaper article which indicated that East Riding Council was to carry out a Community Governance Review of all town and parish councils within the East Riding. There was the possibility that this could have implications for East Cottingwith and Storwood, in as much that existing parish boundaries could be altered; parish councils abolished or merged. It was agreed that there was a need to keep this as a standing agenda item at future meetings.

**Action: Clerk**

1. **FINANCE**
2. Bank Reconciliation

Balance as at 1/4/2022 £5,197.60

+ Receipts to date £9,746.16

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 £14,943.76

-Payments to date £ 5,564.96

Current Account Balance at 12/1/2023 £ 9,378.80

1. Payments

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

G. Fillingham- Grass cutting (paid 20/11/22) £844.80

ERYC- Street Lights/Electricity(paid 20/11/22) £816.92

N. Hobbs- Storage Box(paid 20/11/22) £ 23.99

D.Cornmell – Clerk’s Salary (paid 20/11/22) £309.60

HMRC- PAYE (paid 20/11/22) £ 77.40

BHIB Councils Insurance Ltd – Insurance (paid 28/11/22) £ 558.38

D. Cornmell- Clerk’s Expenses £ 15.88

D. Cornmell- Clerk’s Expenses £ 30.60

**TOTAL £2,677.57**

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 year-end and a projected spend for 2023/2024.

1. Annual Precept Demand

After due consideration of the Council’s financial position, it was **resolved** that the parish precept be £8,800; the same rate as for the present financial period.

**Action: Clerk/RFO**

1. Three-year Financial Forecast

The Clerk/RFO presented a financial forecast for the period 2023/24; 2024/25; 2025/26. I was agreed that there was a great deal of uncertainty given the level of inflation experienced of late. The forecast was duly noted.

1. Annual Donation to the Village Hall Committee

**Resolved-** that a payment of £200.00 be made, for hire of the hall, in respect of meetings of the parish council and, in addition, a donation of £800.00 be made.

**Action: Clerk/RFO**

1. **PLANNING**
2. Application

The following application was considered:

(i)22/03885/PLF-Erection of detached dwelling and garage and widening of existing vehicular access: Land South of Sycamore Bungalow, Main Street, East Cottingwith YO42 4TN

**Dealt with under public participation.**

(ii)2023/00017/TCA-EAST COTTINGWITH CONSERVATION AREA-Fell 1no.Buckthorn Tree, the tree will be removed as it has grown since the original site was developed and has damaged the boundary wall: Wildfowler, Main Street, East Cottingwith YO42 4TN

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

**Action:** **Clerk**

1. Permissions

The following permissions were noted:

(i)22/03060/VAR- Removal of Condition 1 (holiday/recreational use only) and Condition 2 (not to be occupied as a main residence) of planning reference 15/03065/PLF for alterations and change of use of redundant farm buildings to form one holiday cottage (revised scheme 04/03881/PLF) to allow use as a residential dwelling: Grange Farm, Langrickgate Lane, East Cottingwith YO42 4TB

(ii)19/02244/PLF-Conversion of former garage building to dormitory style accommodation intended for holiday use, with associated external and internal alterations, including raising the height of the eaves and ridge, installation of roof lights to both sides and erection of porch to side and change of use of land from agricultural to dog walking area: Land and buildings North West of Wold View, Langrickgate Lane, East Cottingwith YO42 2TQ

1. Refusal

The following refusal was noted:

22/00497/PLF – Erection of a dwelling: Land East of The Old Ship Cottage, Church Lane, East Cottingwith YO42 4TL

1. **CORRESPONDENCE**

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

The Vice-Chairman sought further information concerning correspondence from Buckingham Palace regarding the King’s Coronation in May and the 80th Commemoration of D-Day. The Clerk reported that there was to be no lighting of the beacon for the Coronation but that the beacon should be lit for the D-Day commemoration in June 2024.

The Chairman requested that the King’s Coronation be included as an agenda item at the next Ordinary meeting.

**Action: Clerk**

1. **MEMBER’S REPORTS**

Councilllor Griffith drew attention to the unsatisfactory situation regarding flooding on the footpath and roadway at The Elms. ERYC and Yorkshire Water had been asked to take action but nothing had been done. Concern was also raised about potholes in the parish and the unsatisfactory method used by the County Council to repair them. Neither items featured on the published agenda and it was agreed as there was a need for urgency to resolve both matters an Extraordinary meeting be arranged.

**Action: Clerk**

1. **DATE OF NEXT MEETINGS**

Extraordinary Meeting: 8.00pm, Thursday 19th January 2023

 Ordinary Meeting: 8.00pm, Thursday 9th March 2023

There being no further business, the meeting closed at 9.30pm.