**EAST COTTINGWITH PARISH COUNCIL**

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

**at 8.00 pm on Thursday 9th March 2023**

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

P. Shervington, C. Stevens.

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

**Members of the Public**: Two (2)

1. **APOLOGIES FOR ABSENCE**

There were no apologies for absence.

1. **DECLARATIONS OF INTEREST**

 There were no declarations of interest.

1. **PUBLIC PARTICIPATION**

Both members of the public wished to comment on items on the agenda.

One parishioner wished to speak on item 5 (h): Coronation of HM King Charles and item 8: Big Help Out Day. The other parishioner wished to have further information about item 5 (g): East Riding Council: Community Governance Review. The Chairman agreed for the items to be brought forward.

**5 (h): Coronation of HM King Charles**: The parishioner who had agreed to lead on this topic, gave an account of the proposed arrangements to celebrate the Coronation. It was the intention to hold a Quiz Night on 31st March, as a fundraising event. It was hoped to screen the Coronation ceremony itself in the village hall, subject to Wifi being available, after which parishioners would share a meal together; food and drink being supplied by those attending. The village hall and the marquee would be made available by the Village Hall Committee. On the following Monday, **Big Help Out Day**, a day designated for volunteering, it had been suggested that volunteers help to clean the church and church yard. In addition, it was intended to hold a musical event, on either the Sunday or Monday. Members of the Coronation Group had agreed that children residing in the parish should be presented with a commemorative mug. The Chairman thanked the parishioner and those others who had come together to make the arrangements, for their valuable contribution. After discussion, it was agreed that the parish council would fund the mugs, utilising, in part, a grant received from the County Council. The Vice-Chairman updated the meeting on discussions held with KCOM, regarding the company’s offer to provide Wifi in the village hall. It was hoped that it would be in place by Coronation Day.

**Action**: **Clerk**

**5 (g) East Riding Council: Community Governance Review:** The parishioner who had raised the matter enquired what the view of the parish council was in addressing the issue. The meeting heard that the Vice-Chairman and the Clerk had met in response to a requested survey from the County Council (ERYC). It was felt that the parish council, as presently constituted, adequately represented the local community and no change was proposed. So far as other suggested changes: it was thought to be more appropriate for the parish to be re-named East Cottingwith and Storwood, rather than Cottingwith. Two small changes to the parish boundary line were put forward. This would affect the neighbouring parishes of Ellerton and Aughton and Melbourne: both Council’s had been informed. The Chairman thanked the parishioner for raising the matter. It was agreed that the requested survey be completed, including the points raised.

**Action: Clerk**

1. **MINUTES OF THE LAST ORDINARY AND EXTRAORDINARY MEETINGS**

Proposed by the Vice-Chairman, seconded by Councillor Stevens and agreed that the minutes of the Ordinary Meeting, held on 12th January 2023 and the Extraordinary Meetings held on 19thJanuary 2023 and 2nd February 2023 be accepted as a true record.

1. **ONGOING ITEMS**
2. Jubilee Wood

Councillor Griffith confirmed that the trees, which had recently been purchased, had been planted.

1. Notice Board

Councillor Shervington advised that the spare notice board, advertised on a

well known website, had not been sold. He was hoping to make other arrangements. The long-awaited refurbishment of the existing notice board had yet to take place.

**Action: Councillor Shervington**

1. Langrickgate: maintenance of verges

Councillor Shervington referred to earlier discussions about this matter. He had yet to enter into discussions with ERYC. So far as the reported overgrown hedging near to the Farm Shop, the Clerk confirmed that he had yet to receive a response from ERYC.

**Action: Councillor Shervington/Clerk**

1. Repairs to Play Area

Councillor Cornmell reported on her efforts to engage a suitable contractor to effect repairs to the play equipment. This was proving difficult but it was hoped that the matter could be resolved as soon as possible. Mole activity was apparent and it was agreed that a pest control solution be sought.

**Action: Councillor Cornmell/Clerk**

1. Blocked Drains

Despite the best efforts of Ward Councillor Leo Hammond, the problem with the drains was still apparent. No action had been taken by ERYC on the promised survey and repairs. It was agreed that Councillor Hammond be informed.

**Action: Clerk**

1. Potholes

The meeting heard that ERYC had been selective in repairing the reported potholes.

The situation in Postern Lane had not been resolved. It was agreed that Councillor Hammond be informed.

**Action: Clerk**

1. East Riding Council: Community Governance Review

**Dealt with under public participation**.

1. Coronation of HM King Charles

**Dealt with under public participation.**

1. School Bus Service

The Clerk referred to the response received from ERYC concerning difficulties associated with the school bus service, which had been previously circulated. The reported safeguarding issue had not been addressed and it was agreed that a further approach be made to ERYC.

**Action: Clerk**

1. **ELECTIONS**

Members heard that Ward and Parish Council Elections would be held on 4th May. Persons wishing to be nominated needed to complete the necessary documentation and deliver same to County Hall. Further details, together with formal notification, had yet to be received.

**Action: Clerk**

1. **SOCIAL MEDIA**

Councillor Stevens reflected on a recent training session which she had taken part in relating to social media. There were a number of factors to be considered about the extent to which social media should be used in affairs of the parish council. After a lengthy discussion, it was **resolved** that, whilst social media was a useful means of communication, it should be utilised sparingly. A better means of engaging with parishioners was through the Council’s website and encouraging attendance at meetings.

**Action: Councilllor Stevens/Clerk**

1. **BIG HELP OUT DAY**

**Dealt with under public participation.**

1. **QUARTERLY RISK ASSESSMENT**

Consideration was given to the risks faced by the parish council and the action needed to mitigate those risks. It was resolved that no further action was needed.

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 £ 7,011.60

Current Account Balance at 09/03/2023 £ 7,932.16

1. Payments

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

EonNext-Electricity (paid by Direct Debit 20/1/23) £ 59.12

G. Fillingham- Grass cutting (paid 2/2/23) £211.20

A.V.Etherington (R.P.Rhodes)-Christmas Tree (paid 2/2/23) £ 72.00

R & J. M Henley – Trees (paid 2/2/23) £ 57.84

D.Cornmell – Clerk’s Salary £309.60

HMRC- PAYE £ 77.40

D. Cornmell- Clerk’s Expenses £ 31.32

East Riding Council- Play Area Lease £ 92.00

 **TOTAL £910.48**

1. Receipts

**NIL**

1. Financial Report

The Clerk/RFO presented an update on the Council’s finances for the current financial period and a projected spend for year-end.

**Action: Clerk/RFO**

1. **PLANNING**
2. Application

The following application was considered:

(i)23/00542/PLF-Change of use and internal alterations to office and kitchen/butchers preparation area to allow conversion to dwelling (Retrospective Application) (Re-submission of 22/03255/PLF): Willow Tree Farm Shop, Langrickgate Lane, East Cottingwith YO42 4TQ

**Resolved -** that no objection be made to the proposed change of use. If the recommendation is to refuse this second application, the matter should be considered by the Western Area Planning Sub-Committee.

**Action: Clerk**

1. Permission

The following permission was noted:

(i)22/01125/PLF- Erection of a replacement dwelling and associated works and infrastructure following removal of existing static caravan: Mobile Home Melross, General Lane, Melbourne YO42 4SZ

1. Refusal

The following refusal was noted:

22/03255/PLF-Change of use and internal alterations to office and kitchen/butchers preparation area to allow conversion to dwelling (Retrospective Application): Willow Tree Farm Shop, Langrickgate Lane, East Cottingwith YO42 4TQ

1. **CORRESPONDENCE**

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

A request from the Emergency Planning Officer, ERYC, for the Emergency Plan to be updated, is to be addressed by the Vice-Chairman.

**Action: Vice-Chairman**

1. **MEMBER’S REPORTS**

Councillor Griffith referred to an earlier complaint he had received regarding the inappropriate positioning of an electric fence. The matter had been satisfactorily resolved.

He asked that an item be raised at the next meeting concerning safeguarding of the Telephone Box and Post Box: two heritage assets that could come under future threat.

The Vice-Chairman informed the meeting that he had recently been appointed to the Elvington Practice Patient Participation Group. He welcomed observations on the running of the practice from any parishioner.

1. **DATE OF NEXT MEETINGS**

Extraordinary Meeting: 8pm, Thursday 16th March 2023

Annual Parish Meeting: 8.00pm, Thursday 11th May 2023

Annual Meeting: to follow on from Annual Parish Meeting

 Ordinary Meeting: to follow on from Annual Meeting

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