**EAST COTTINGWITH PARISH COUNCIL**

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

**at 8.00 pm on Thursday 14th September 2023**

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

D. Parapen, S. Jones.

**In Attendance:** D. Cornmell (Clerk to the Council).

**Members of the Public**: One (1)

1. **APOLOGIES FOR ABSENCE**

An apology for absence was received from Councillor Cornmell.

1. **DECLARATIONS OF INTEREST**

There were no declarations of interest.

1. **PUBLIC PARTICIPATION**

The Chairman welcomed the member of the public to the meeting and asked if there was any item on the agenda that he wished to discuss. He indicated that he would like to address the Council on items 5 (f) and 5 (g).The Chairman agreed for both items to be dealt with under Public Participation.

5(f)) Engagement with the Local Community: The parishioner put forward his views on the matter. He was concerned about poor attendance at most meetings of the Council and the apparent lack of interest shown by the public on important issues: Planning being cited as one example. He thought that the parish council fell short in not promoting itself more and highlighted recent successes in resolving the potholes and road drains issues.

Better communication and involvement with the local community was needed.

Councillor Jones put forward the suggestion that the parish council publish a newsletter which he was willing to compile. He pointed to the fact that the parish website also needed updating. Councillor Parapen highlighted the need for better communication with members of the local community and suggested that this could be achieved by parishioners who were willing to receive emails from the parish council, being provided with up-to-date information and items of interest. There was support for both proposals and it was agreed that Councillor Jones would produce a newsletter and Councillor Parapen would research the feasibility of the email initiative, having regard to data privacy legislation.

**Action: Councillors Jones and Parapen**

5 (g) 80th Commemoration of D-Day: The parishioner enquired whether this was a national or local event. The Clerk indicated that a request had been received from Buckingham Palace that local councils take part in beacon lighting on the evening of 6th June 2024. Members agreed that the Council should take part and the Chairman would speak to the former Chairman about logistics. It was suggested that some other forms of activity might be arranged but it was agreed that this depended upon support from within the parish and was not something which the parish council would be willing to organise.

**Action: Chairman and Clerk**

1. **MINUTES OF THE LAST MEETING**

Proposed by Councillor Jones, seconded by the Vice-Chairman and agreed that the minutes of the last Ordinary Meeting, held on 6th July 2023, be accepted as a true record.

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

Councillor Griffith provided an update, touching upon the need to improve access, utilising hard core which had recently been deposited on-site.

**Action: Councillor Griffith**

1. Notice Board

Councillor Shervington reported that refurbishment of the notice board had still not taken place. He agreed to speak again with the parishioner who was willing to carry out the work. Following a suggestion at the last meeting, that the notice board would be better sited elsewhere in the village, Councillor Shervington indicated that he was happy for it to be sited at his property with the following caveats: – first, that it be fixed on the gable end of his property at his discretion (i.e. to be removed if ever he or his wife requested it) :– second, that he check with his neighbours at Corner Farm to make sure they were OK with the proposal. Councillor Parapen suggested that the notice board inside the village hall could also be used for parish council material. The Chairman agreed to look into the matter.

**Action: Councillor Shervington and Chairman**

1. Langrickgate: maintenance of verges

The Clerk indicated that he had received notification from ERYC in June that attention would be given to the overgrown shrubbery near to the Farm Shop. As the work had not been undertaken to date, he would again contact the County Council.

The meeting heard that whilst the footpath in Lagrickgate Lane had been attended to, the hedge was overgrown and there was some uncertainty as to who was the present owner. The Chairman undertook to make enquiries locally to try and determine ownership.

**Action: Chairman and Clerk**

1. Repairs to Play Area

In the absence of Councillor Cornmell, the Clerk read out a report which she had prepared following a recent inspection of the Play Area. A number of issues had been raised of a minor nature which would be addressed. The Clerk agreed to contact the grass-cutting contractor in seeking his co-operation in taking care when strimming around items of play equipment.

**Action: Councillor Cornmell and Clerk**

1. East Riding Council: Community Governance Review

The meeting heard that the Council’s recommendations had been accepted by ERYC. Implementation would not take place until 2025.

1. Engagement with the Local Community

Dealt with under public participation.

1. 80th Commemoration of D-Day

Dealt with under public participation.

1. Road Sign: Redcap Lane

The Clerk confirmed that ERYC had been notified but work had not been carried out to date. An update would be sought.

**Action: Clerk**

1. Litter Bin: Bus Shelter

The Clerk confirmed that ERYC had been notified but work had not been carried out to date. An update would be sought.

**Action: Clerk**

1. **QUARTERLY RISK ASSESSMENT**

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

**Resolved** – no further action needed.

1. **FINANCE**
2. Bank Reconciliation

Balance as at 1/4/2023 £6,728.66

+ Receipts to date £5,664.57

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£12,393.23

-Payments to date £ 2,865.68

Current Account Balance at 14/9/2023 £ 9,527.55

1. Payments

Proposed by Councillor Griffith, seconded by Councillor Shervington and **resolved** that the following payments be made:

EonNext- Electricity (paid by Direct Debit 20/7/23) £ 53.94

G.Fillingham- Grass-cutting (paid 2/8/23) £ 211.20

Information Commissioner – Data Protection £ 40.00

D.J.Cornmell- Clerk’s Salary £ 243.85

D.J.Cornmell- Clerk’s Expenses(travelling/stamps/printer ink) £ 55.94

HMRC-PAYE £ 162.40

Playsafety Ltd – Play Area Inspection £ 115.20

G. Fillingham- Grass-cutting £ 211.20

**TOTAL £ 1,093.73**

1. Receipts

NIL

1. Financial Report

The Clerk/RFO presented an update of the financial position for the current financial period.

1. **PLANNING**
2. Application

Consideration was given to the following application in relation to Melbourne Parish:

23/01498/PLF- Erection of lean-to extension to existing farm building (Retrospective Application): Land West of Rossmoor House, Main Street, Melbourne.

**Resolved –** whilst the property was not within the parish, no objection be made.

**Action: Clerk**

1. **CORRESPONDENCE**

A list of correspondence received since the last Ordinary Meeting was noted and the following items were commented upon:-

(i) a request received from the Editor of the Sutton and East Cottingwith Newsletter, seeking a donation towards production costs. As this was not a specific item on the agenda, it was agreed to defer the matter to the next meeting.

(ii) a late planning application received from ERYC in relation to The Old Post Office. An Extraordinary Meeting would be called to consider the application.

1. **MEMBER’S REPORTS**

None.

1. **DATE OF NEXT MEETINGS**

Extraordinary Meeting: 8pm, Thursday 5th October 2023

Ordinary Meeting: 8pm, Thursday 9th November 2023

There being no further business, the meeting closed at 9.25pm.