

Tickton & Routh Parish Council

www.ticktonandrouth.org.uk

Parish Clerk
Michelle Middleton

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Dear Councillors

7 December 2020

You are summoned to attend a meeting of Tickton & Routh Parish Council, which will be held remotely via Zoom in line with the temporary powers enabled by Section 78 of the Coronavirus 2020 Act, on **Monday 14 December 2020** following the public participation session at 7:30pm.

Michelle Middleton

Michelle Middleton (Clerk to the Council)

Members of the Public who wish to attend the meeting must email the Clerk to the Council by 4pm Friday 11 December 2020 to request the link.

PUBLIC PARTICIPATION SESSION

AGENDA

1. **TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE**
2. **TO RECEIVE DECLARATIONS OF PECUNIARY OR NON-PECUNIARY INTEREST**
3. **COUNCILLOR VACANCY**
 - 3.1 To record receipt of Acceptance of Office & Register of Interest documents from Cllr. Dickson.
 - 3.2 To record the resignation of Cllr. Daniel Mathison.
4. **TO RECEIVE THE EAST RIDING WARD COUNCILLOR(S) REPORT**
5. **MINUTES**
 - 5.1 To approve the Minutes of the Parish Council meeting held on 16 November 2020.
 - 5.2 To receive draft Minutes and of the Personnel Committee meeting held on 7 December 2020.
 - 5.3 To receive draft Minutes of the Finance & Grant Committee meeting held on 7 December 2020.
6. **COMMUNITY LED HOUSING WORKING GROUP**
 - 6.1 To receive update and approve recommendations outlined in the Report.
7. **COMMUNITY SAFETY**
 - 7.1 To receive update from Police in attendance.
 - 7.2 To receive update from NHW.
 - 7.3 To note ASB Six Month Statistics - Beverley Rural Ward
8. **PLANNING**
 - 8.1 **Planning Applications – to consider the following Applications received from ERYC and any additional Applications received following publication of the Agenda;**
 - 8.1.1 [20/03699/PLF](#) - 61 Green Lane Tickton - Erection of bay window to front, entrance canopy to side and single storey extension to rear
 - 8.1.2 [20/03800/STVAR](#) - Heron Lakes, Main Road, Routh - Variation of condition 2 (approved plans) of planning permission 17/04154/STPLF (Change of use of land for the siting of an additional 187 holiday accommodation (131 holiday lodges/static caravans and 56 camping pods/yurts), erection of a reception/office, bistro/gym, toilet/shower blocks, MUGA, play area and associated landscaping, drainage and engineering works) to allow amendments to the layout of the holiday accommodation
 - 8.1.3 [20/03891/PLF](#) - 29 Green Lane, Tickton - Erection of a single storey extension to side and rear
 - 8.2 **Planning Decisions – to note;**
 - 8.2.1 [20/01919/PLF](#) - Springdale Farm Shop, 1A Tickton Meadows - Change of use of shop (A1) to public house (A4) to form extension to existing micro pub – **Approved**

- 8.2.2** [20/02225/PLF](#) – High Farm Country Park, Routh – Erection of a building for use as sales office, reception, cafe and shop including relocation of existing bowling green – **Approved.**
- 8.3 Planning Appeal Notice**
- 8.3.1** To consider comments, or modify/withdraw previous representation relating to [19/03930/OUT](#) – Land South Of Avalon, Butt Lane – Outline – Erection of two dwellings (All Matters Reserved) – AMENDED PLANS for return to the Planning Inspectorate by 22.12.20
- 8.4 Planning Enforcement** – To consider any enforcement matters.
- 9. CONSULTATIONS – To consider consultations received;**
- 9.1** Alamein Barracks Draft [Masterplan](#) (Closing Friday, 8 January 2021)
- 10. CORRESPONDENCE – To note and/or consider correspondence previously circulated or received following publication of the Agenda;**
- 10.1 Resident:** Email regarding the RWF Community Fund Annual Reports
- 10.2 Resident:** Email regarding PC decisions on planning applications.
- 10.3 ERNLLCA:** Newsletter (November), Training - Parish Meetings in a Virtual World and NALC Standards Consultation.
- 10.4 Charity Commission:** News Issue 65.
- 10.5 ERYC & KuH:** Joint Local Access Forum Annual Report 2019-20 & invitation to meeting to be held on 16 December 2020.
- 10.6 ERYC:** Tree Preservation Order (Tickton No. 5) – Lutea, 12 Butt Lane, Tickton
- 10.7 Environment Agency:** Autumn Briefing Report.
- 10.8 ERYC:** To put forward a topic affecting the East Riding as a whole for consideration by the Overview and Scrutiny committees.
- 11. CLERKS REPORT**
- 11.1** To receive 2021-22 meeting dates.
- 11.2** To dispose of resolutions completed (Appendix A).
- 11.3** To update on outstanding resolutions and approve actions to progress (Appendix B).
- 11.4** To record any decisions made under delegated authority since the Ordinary meeting on 16 November 2020 (Appendix C).
- 12. FINANCE**
- 12.1** To note that the provisional 2021/22 tax base for T&RPC is 639.9 Band D equivalent properties.
- 12.2** To consider the Finance Committee recommendations recorded in the Committee Minutes (Agenda item 5.3) and approve 2021-22 draft budget.
- 12.3** To receive Aborticultural Tree Survey Report and to approve any work to be undertaken.
- 12.4** To receive the Finance & Budget Monitoring Report and Bank Statements.
- 12.5** To approve payments presented and record income received;

Payments	Net £	VAT £	Gross £
East Riding Group Ltd – Grounds Maintenance	266.66	53.34	320.00
ERVAS – Payroll Processing	36.00	0	36.00
Salaries/Pension & HMRC - PAYE	1,651.21	0	1,651.21
Humber & Wolds Rural Action – CLH Consultation & Report	300.00	0	300.00
Income			
Nat West – Bank Interest			0.08
ERYC Grant – Outdoor Gym Equipment			8,156.00

PRIVATE SESSION (PART II): In accordance with the provisions of the Public Bodies (Admission to Meetings) Act 1960 the Public and Press were excluded from the meeting for the discussion of the following exempt business.

- 13. STAFFING MATTERS**
- 13.1** To approve salaries, pension and any additional hours as presented in the Financial Report.
- 13.2** To consider the Personnel Committee recommendations recorded in the Committee Minutes (Agenda item 5.2).
- 14. DATE OF NEXT MEETING(s):** The next Ordinary Meeting of the Parish Council will be held on **Monday 18 January 2020** at 7.30pm via Zoom.

APPENDIX A: CLERKS REPORT – To note resolutions completed

136/19 13.	024/19 Grant Funding Committee Update <u>Resolved:</u> It was agreed that the Transport Champion support the Clerk to progress.	Bus shelter lighting added to 2021-22 draft budget.
086/20 7.	Arboricultural Tree Survey	Completed.
100/20 2.	Letter to ERYC: to determine all planning applications based on the pre-existing Local Plan.	ERYC response received.
102/20 7.	2021/22 Grounds Maintenance contract	Order raised.
114/20	Planning application comments: 20/03443/PLF / 20/03508/PLF	Submitted to ERYC.
119/20 2.	PC Representatives for the Standards Committee	Submitted to ERYC.
121/20	2019-20 Annual External Audit	Completed.

APPENDIX B: OUTSTANDING RESOLUTIONS – To update on outstanding resolutions update and approve actions to progress;

117/20 1.	The Orchard Play Ground Update: ERYC confirmed that ERYC are unable to replace any of the play equipment on The Orchard play area due to lack of funds. Should any funds become readily available for children's play area's we will keep this site on our list for future refurbishment.
117/20 2.	Traffic Management in the vicinity of Tickton Primary School at pick-up/collection times. Update: ERYC confirmed that request for service has been raised with Civil Parking Enforcement. ERYC has commissioned research into the issue of parking, at all schools in the East Riding. This will provide us with a better understanding of the issues and robust data on which to base our decision making which should have a positive impact on this type of parking issue.
121/20 3a.	Hull Bridge - Signage Update: ERYC considering options to move the 'cyclist dismount' signage to a location that can be seen before entry to the bridge.
121/20 3 b)	Hull Bridge – Entrance Barriers Update: It had also been reported that scrambler bikes are using the footbridge. ERYC Highways requested any photographic evidence of motorcycles using the bridge to action or directly to the police as riding on a footway is a moving traffic offence under the Road Traffic Act 1984.

APPENDIX C: DELEGATED DECISIONS: To record the following decisions made under delegated authority since the Ordinary meeting on 19 October 2020

1.	Village Matter	Fly Tipping Delegated decision to report fly tipping at lay by east of Tickton Grange to ERYC.	
2.	Village Matter	Overgrown vegetation - A1035 verge Delegated decision to request ERYC Grounds Team to investigate overgrown vegetation on the A1035 verge adjoining Eske Close reported by resident.	
3.	Village Matter	Drainage – Hull Bridge Road Delegated decision to request ERYC Highways to investigate standing water following heavy rainfall on HBR leading up to the footbridge reported by resident.	
4.	Correspondence	RWF Community Fund Delegated decision to request that ERYC publish recent Annual Reports on website following email from resident.	