

Tickton & Routh Parish Council

www.ticktonandrouth.org.uk

Parish Clerk
Michelle Middleton

C/o Three Gables
260 Hull Bridge Road
Tickton
HU17 9RT
075631 55095
info@ticktonandrouth.org.uk

Dear Councillors

9 November 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 16 November 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 13 November 2020 to request the link.

PUBLIC PARTICIPTION SESSION

AGENDA (amended)

1. **TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE**
2. **TO RECEIVE DECLARATIONS OF PECUNIARY OR NON-PECUNIARY INTEREST**
3. **TO RECEIVE THE EAST RIDING WARD COUNCILLOR'S REPORT**
4. **TO APPROVE THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 19 OCTOBER 2020**
5. **COUNCILLOR VACANCY**
 - 5.1 To receive and consider applicant/s for Co-option.
6. **COMMUNITY SAFETY**
 - 6.1 To receive update from Police in attendance.
 - 6.2 To receive update from NHW.
7. **PLANNING**
 - 7.1 **Planning Applications** to consider and respond to applications received from ERYC;
 - 7.1.1 [20/03443/PLF](#) - 14 Carr Lane, Tickton - Erection of garden room/home office outbuilding to rear, external alterations to the existing dwelling and construction of hard standing to front.
 - 7.1.2 [20/03508/PLF](#) - 74 Green Lane, Tickton - Construction of a dormer windows to front to allow loft conversion and installation of window to side elevation (Resubmission of 20/02034/PLF)
 - 7.2 **Planning Decisions** received from ERYC;
 - 7.2.1 [20/02963/TCA](#) – Church Cottage, 121 Main Street, Tickton – TICKTON CONSERVATION AREA – Fell 1 no. Contorted Willow tree (T1) due to size, close proximity to the house and concerns for future structural damage to the property – **Approved.**
 - 7.2.2 [20/01920/PLF](#) – Springdale Farm Shop, 1A Tickton Meadows – Change of use of a shop (A1) to a dwelling (C3) and erection of a 2.4m high boundary fence – **Approved.**
 - 7.2.3 [20/02034/PLF](#) – 74 Green Lane, Tickton – Construction of dormers to front and rear – **Refused.**
 - 7.2.4 [20/02834/PLF](#) – 45 Green Lane, Tickton – Erection of a single storey extension to rear (Retrospective Application) - **Approved.**
 - 7.3 **Planning Appeal** – To note application dismissed by Planning Inspectorate
 - 7.3.1 [00522/CLE](#) – The Homestead, Carr Lane, Weel – Certificate of lawfulness for an existing detached dwelling and garage without any occupancy restriction.
8. **PLANNING ENFORCEMENT** – None.

9. CONSULTATIONS

- 9.1 Alamein Barracks Draft [Masterplan](#) (Closing Friday, 8 January 2021)

10. MOTIONS PROPOSED BY COUNCILLORS

- 10.1 Cllr Hadley proposes that the PC considers contacting ERYC in the first instance to establish if they have plans or are able to renew/add equipment at the Orchard playground.
- 10.2 Cllr N Walker proposes that the PC considers asking ERYC for support with Traffic Management in the vicinity of Tickton Primary School at pick-up/collection times.

11. PARISH MATTERS

- 11.1 To receive Tree Report (CO)
- 11.2 To receive update on meeting with resident regarding tree ownership (NW)
- 11.3 To ratify the Coronavirus 5.11.20 Lockdown Risk Assessment

12. OTHER MATTERS

- 12.1 To consider ERNLLCA Finance Training
- 12.2 To consider nominating a PC Representatives for the ERYC Standards Committee by 29.1.21
- 12.3 To consider attending Code of Conduct Training via Zoom 7.00pm 9.12.20
- 12.4 To consider the request from ERVAS to store emergency food boxes in the Parishes

13. TO NOTE CORRESPONDENCE RECEIVED

- 13.1 ERNLLCA Newsletter
- 13.2 ERNLLCA Annual General Meeting to be held 7.00pm 26.11.20 via Zoom
- 13.3 ERYC: Estimate of Rough Sleepers 2020

14. CLERKS REPORT

- 14.1 To dispose of resolutions completed (Appendix A)
- 14.2 To update on outstanding resolutions and approve actions to progress (Appendix B)
- 14.3 To record any decisions made under delegated authority since the Ordinary meeting on 19 October 2020 (Appendix C)

15. FINANCE

- 15.1 To receive 2019-20 Annual External Audit
- 15.2 To consider 2021-22 projects to support the draft budget including;
- a) A 'Woodland Project' on the Recreation Ground – RWF/T&RPC Match funding (CO)
- b) CCTV (Hull Bridge) - East Riding Crime Reduction Fund/RWF Match Funding
- c) Other
- 15.3 To receive the Finance and Budget Monitoring Report
- 15.4 To approve payments presented and record income received;

Payments	Net £	VAT £	Gross £
East Riding Group Ltd - Grass Cutting	382.28	76.46	458.74
ERNLLCA - Virtual Clerk Training	20.00	4.00	24.00
Getextra Ltd - Web Domain/Hosting/Email	346.50	69.30	415.80
SC Sports Surfaces Ltd - MUGA maintenance	850.00	170.00	1,020.00
PKF Littlejohn LLP - External Audit	200.00	40.00	240.00
Mr I Brice - reimbursement - tools surface repairs*	9.55	1.92	11.47
Mrs M Middleton - reimbursement - bearings x 2*	38.48	7.70	46.18
Salaries and Pension			
Income			
Nat West – Bank Interest	0.08		
Pro Skills Football - Donation	50.00		
ERYC - Grant (Parish Appraisal Analysis/Report)	700.00		

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.

16. STAFFING MATTERS

- 16.1 To approve salaries and pension as presented in the Financial Report.

17. **DATE OF NEXT MEETING:** The next Ordinary Meeting of the Parish Council will be held on **Monday 14 December 2020** at 7.30pm via Zoom

APPENDIX A: CLERKS REPORT – To note resolutions completed

082/20 3.	COMMUNITY SAFETY The ASB Youth Project - Hull Bridge	Project to be undertaken by ERYC/ERVAS.
070/20 25.	Enforcement Heron Lakes – 4 static caravans	Planning Consent variance to be submitted to ERYC.
082/20 4.	COMMUNITY SAFETY CCTV Hull Bridge	PC Agenda
085/20 099/20	CONSULTATIONS Planning White Papers 1. <u>Planning for the future</u> 2. <u>Transparency and competition: a call for evidence on data on land control</u>	No further action required.
086/20 5.	OTHER MATTERS Recreation Ground Trust (RGT)	RGT Agenda
086/20 8.	OTHER MATTERS Multi-Use Games Area (MUGA) Annual Maintenance	Work completed.
102/20 1.	OTHER MATTERS Tickton Primary School - Request to Use MUGA	Informed Tickton Primary
102/20 2.	OTHER MATTERS Pro Skills Football Training	Annual Agreement received by PC.
102/20 3.	OTHER MATTERS Armistice and Remembrance Day 2020	No further action required.

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

088/20 3.2	Website Accessibility Regulations	All documents held on website be reformatted to meet the Regulations.
102/20 6.	OTHER MATTERS Outdoor Gym Equipment	Purchase order raised – estimated installation dates 6-8 weeks. The ERYC match funding grant of £2k was awarded and acceptance documents returned.
104/20	Bike Shelter – GL Cullington Field	Tony Cook Ltd is liaising with their supplier regarding the Perspex shelter cover.

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

1.	Village Matter	Hull Bridge - Signage Delegated decision to request that ERYC reposition the 'Cyclists Dismount' sign on posts prior to entering bridge (Leven sign) following request from resident.	Ongoing.
2.	Village Matter	Hull Bridge – Entrance Barriers Delegated decision to contact ERYC regarding the removal of the entrance barriers. ERYC confirmed that they had been permanently removed to improve access for cyclists and larger wheelchairs. This matter was referred to Ward Cllrs for further consideration.	Ongoing.

2.	Village Matter	Fly Tipping – Weel Road Delegated decision to report ERYC.	Item closed.
3.	Coronavirus	Government Lockdown (5 November – 2 December 2020) Delegated decision to write Risk Assessment for Playgrounds in line with Government Guidelines.	PC Agenda
4.	Village Matter	Turf Gutter Drain Delegated decision to request that ERYC and IDB investigate that foul water drainage may be being discharged into the drain as reported by a resident.	Item closed.
5.	Village Matter	Meaux Road, Routh – Road Surface Works Delegated decision to request that ERYC consider not remarking the road with speed restrictions lines following completion of surface works.	Ongoing.
6.	Village Matter	Weel Road/Main Street – Road Surface Delegated decision to request that ERYC investigate surface cracks to eliminate risk to road users, especially cyclists.	Item closed.