

Tickton & Routh Parish Council

Minutes of the **Ordinary Meeting** held on **Monday, 18 July 2022** at 7.30pm held in Tickton Village Hall, Main Street, Tickton.

Present: Councillors: Sinkler (in the Chair); Cross; Oliver & T Walker.

In Attendance: The Clerk, Mrs Michelle Middleton; Ward Councillor Gateshill (Agenda Item 1-3/Minute Ref. 110-112/22)

Apologies: Councillors: Caley; Hadley; Dickson; Vickers & N Walker.

Absent: Councillors: Pugh & Lenton.

Public: Two members of the public were in attendance (Agenda Item 1-6/Minute Ref. 110-115/22).

110/22 **APOLOGIES** - To receive apologies for absence.

Cllrs. Caley; Hadley; Dickson; Vickers & N Walker.

111/22 **DECLARATION OF INTEREST** – The Parish Councils (Model Code of Conduct)

To record any declarations of interest by any Member in respect of items for discussion on this agenda. Members declaring interests should identify the agenda item and type of interest being declared.

Cllr. T Walker declared a non-pecuniary interest relating to Agenda Item 6. (Minute Ref. 115/22).

112/22 **TO RECEIVE THE EAST RIDING WARD COUNCILLOR(S) REPORT**

Ward Councillor Gateshill updated on the following matters: -

Beverley Rural Ward Vacancy

A by-election will be held on Thursday, 25 August 2022 following the sad loss of Councillor Greenwood.

Hull Bridge

Groups of youths continue to congregate on the Riverbank at Hull Bridge. The Clerk was asked to report to ERYC that a PSPO sign has been removed from the footbridge railings.

Butt Lane

Awaiting feedback from the Internal Drainage Board.

113/22 **MINUTES** - To approve the minutes of the Parish Council meeting held 20 June 2022.

RESOLVED: The minutes of the Parish Council meeting held 20 June 2022 were approved as a true and correct record.

114/22 **COMMUNITY SAFETY** -To note any incidents/crimes reported.

Councillor T Walker updated on a campaign on bikes, road safety and anti-social behaviour. The recent break in at the Post Office was noted.

RESOLVED: Councillor T Walker to provide information for the PC website.

ERYC ASB Data – Beverley Rural was noted along with the Safe & Sound grant.

115/22 **TICKTON PRE-SCHOOL & PLAY PALS PROPOSED ECO NURSERY & SENSORY ROOM** – To receive presentation from the Pre-School Chair and to consider proposal.

RESOLVED: The PC agreed to refer the proposal to the Parish Development Working Group to investigate and make recommendations to full Council.

116/22 **PLANNING**

1. Planning Applications – to consider and agree any additional response to the following application(s) and any that are received after publication of agenda.

22/02158/PLF - 127 Main Street, Tickton - Conversion of existing attached garage into additional living accommodation including erection of single storey extension to front, first floor extension to side, single storey extension to rear, installation of hardstanding to front and rear, demolition of existing shed and alterations to boundary treatments to front and side including installation of two gates

RESOLVED: The PC agreed to object. The proposed works were considered over development of the entire plot. The parish has a large portfolio of 4 bedroomed properties and retention of 3 bedroomed properties is considered beneficial. ERYC is advised to obtain recommendations of the Tree Officer regarding any impact on the tree situated on the footpath, outside of the property. Furthermore, ERYC is advised to take into consideration that the property is within the Environment Agency Flood Zone 3. Should ERYC approve the application the PC recommend conditions to include: -

- A flood risk assessment.
- Suitable water attenuation plans to mitigate the impact of surface water run-off as well as full drainage assessment to ensure that water flows freely through culverts and drains.
- A tree officer assessment of the potential impact of the front extension on the large tree on the corner of Churchfields

2. Planning Decisions – to note any decisions received from ERYC.

2.1. [22/00824/STPLF](#) – Land East South West And West Of Tickton Bridge Plantations, Main Road, Routh – Construction of solar photovoltaic development including solar panels, installation of sub-station, medium voltage power stations, battery energy storage containers, erection of perimeter fence and CCTV poles with associated access and erection of temporary construction compound – **Approved.**

2.2. [22/00824/STPLF](#) – Land East South West And West Of Tickton Bridge Plantations

It was noted that a revised Landscape and Ecological Management Plan was submitted by the applicant to ERYC in response to the PCs request for more screening on Carr Lane and substantial screening on Turf Gutter Drain (086/22 1.).

2.3. [22/00824/STPLF](#) – Land East South West And West Of Tickton Bridge Plantations

It was noted that a S106 Unilateral Undertaking dated 14 June 2022 was made by Albanwise Synergy Ltd and East Riding of Yorkshire Council. The value of the community fund is a one-off sum of £80k once the development has achieved Export of Electricity. Of which 10% may be attributed to administrative costs of the Council. To be used for community projects within East Riding of Yorkshire with priority being given to those projects within the proximity of the development.

RESOLVED: The PC agreed to write to ERYC to ask that funds are allocated to the parishes of Tickton & Routh.

3. Planning Enforcement - To receive update and to consider any new matters.
None received.

117/22 PARISH MATTERS

1. Village Field Planters

It was noted that Tickton Pre-School & Play Pals have removed and disposed of 2 No. planters sited on the Village Field Play Area.

2. BT Payphone Box - Main Street (030/22 8.)

It was noted that the phone box has been re-painted by BT. The poor condition of the windows was considered and that the phone is limited to reverse or 999 calls only.

RESOLVED: The PC agreed to request that BT consider replacing the phone box windows and report that the phone is limited to reverse or 999 calls only.

3. PC Logo (041/22)

The Primary School has returned designs for consideration.

RESOLVED: The PC agreed to refer the selection of the preferred logo design to the PDWG in order to make recommendations to full Council.

4. PSPO Final Review

The PC considered any further comments prior to ERYC extending the PSPOs and sealing the variation orders by 19 July 2022.

RESOLVED: No comments.

5. Ditch off Carr Drain Green Lane

It was noted that a report was received that the ditch appears to be filled in and delegated decision to pass information to ERYC Land Drainage Team for investigation. The Land Drainage Team referred the matter to the Internal Drainage Board.

RESOLVED: The PC agreed to refer the matter to ERYC Planning Enforcement.

6. Notification of Temporary Road Closure for Weel Road, Weel on 11 July 2022 – noted.

7. Wreaths

The PC considered purchasing 4no. wreaths from the Royal British Legion (£137).

RESOLVED: The PC approved purchasing 4no. wreaths from the Royal British Legion.

118/22 MOTIONS PROPOSED BY COUNCILLORS

None received.

119/22 **WORKING GROUPS & PC REPS** – to receive update and consider/approve any recommendations: -

1. **Defibrillator Group** – None received.

2. **Village Hall** – None received.

3. **Parish Development**

3.1. **Accessible Swing Unit** – To consider and grant approval for the PDWG to obtain quotes.

RESOLVED: The PC agreed to defer the wheelchair swing unit and, in the interim, the PDWG to obtain costings for a bucket swing.

3.2. **Proposed Community Library** – To consider installing a phone box where ERYCs salt bin is located on Main Street, opposite St Pauls and grant approval for the PDWG to obtain permission from ERYC and apply to KCOM Community Fund to request donation of a phone box.

RESOLVED: The PC agreed for the PDWG to obtain permission from ERYC to site a KCOM phone box between the hedgerow opposite St Pauls Way and to relocate the salt bin before the Church wall. Once approved, the PDWG to apply to KCOM Community Fund to request donation of a phone box.

120/22 **CORRESPONDENCE*** – To consider and approve any actions relating to: -

1. **ERNLLCA & NALC** - Newsletter(s), Bulletin(s) & Civility and Respect Project – **noted**.

2. **ERYC** - Parish Council Code of Conduct Training Slides and Recording from 22 June – **noted**.

3. **ERYC** - Town and Parish Council Engagement Events to be held at: -

- Driffild leisure centre from 4-7pm on Thursday 28th July
- Goole leisure centre from 4-7pm on Thursday 29th September
- Withernsea leisure centre from 4-7pm on Thursday 19th October
- A Virtual event from 6-8pm on Monday 17th October

ACTION: It was noted that the events may be of interest to the Parish Development Working Group in order to speak directly to departmental Officers.

4. **ERYC** - Gypsy and Traveller Accommodation Assessment

RESOLVED: The PC delegated completion of the Assessment to the Clerk.

5. **ERYC** - National Highways and Transport (NHT) Public Satisfaction Survey – **noted as completed by the Parish Transport Champion**.

6. **East Riding Stages Rally 26 February 2023** - Consultation

RESOLVED: No comment.

7. **SSE** - Dogger Bank Wind Farm scholarship programme reopens to students and £500 grant – **noted**.

8. **Getextra Ltd** – Website Cyber Security Package Options

Three security package options were offered for consideration. The PC is currently on the default Option 1 - £0 charge. In response and advice of the supplier, the Clerk has initially instructed Getextra to increase to Option 2 providing immediate automated updates to improve the website's security at no additional costs, however it may cause functionality conflicts, and this would incur costs to rectify. A meeting has been arranged with Getextra to discuss Option 3 that provides all-inclusive cover at a cost of £50pm. **ACTION:** The Clerk to report back in September.

9. **Humberside Fire Authority** - Fire Reform White Paper Consultation – **noted**.

10. **ERYC** - T&PC Planning Liaison meetings 15/22 June 2022 minutes and presentations - **noted**.

11. **ERYC** - Standards Committee - 26 July 2022 – **noted**.

121/22 **CLERKS REPORT**

1. **Community Magazine**

The first edition will be printed in September and the deadline for articles is the 19th August. Councillors to prepare and send any articles to the PC representative Councillor Oliver. The Clerk advised that the delivery cost charged by the printer is £100 per quarter. The PC considered covering the first delivery cost of £100 from the Community Fund using Clerks delegated powers; the PC had no objection as the PC believe that the magazine provides important information and improved communication to the community. Future delivery costs would be added to the September agenda for consideration.

2. The following updates on outstanding resolutions were noted: -

Min. Ref	Description
087/22 1.	Weel Climbing Frame – The consultation has now closed, and the Clerk is collating responses.

3. The following resolutions were reported as completed: -

Min. Ref	Description
030/22 8.	BT payphone boxes – Main Street box painted and both payphones in working order.
041/22	PC Logo – Designs received from Tickton Primary School.
042/22	Flood Alleviation – The Environment Agency (EA) shared a PowerPoint for information regarding the River Hull Bathymetry. The EA is looking to remove some of the reed bed further downstream around Sutton Bridge subject to funding and an Environmental Permit. The EA to assist and let ERYC Highways take the lead in regard to the potholes and undulations on Weel Road. ERYC Highways confirmed that £80k has been allocated in 2023/24 for the patching of Weel Road and plan to make the ‘hump’ at Turf Gutter Drain a priority. Additional funding will be allocated in future financial years should it be needed to complete the work.
100/22 1.	22/01208/STPLF – comments submitted to ERYC Planning Department.
101/22 5.	Highway Carr Lane, Tickton – ERYC has raised an order for a contractor to install a gully at the low point, fill the rut and generally tidy up the area.
103/22 2.	Village Hall – The Parish Development Working Group and Village Hall Reps and agreed that the Village Hall Car Park was not a viable option for the proposed community library.
103/22 4.	Community Led Housing – The Clerk informed ERYC that the Stage 1 Grant balance had been transferred to Tickton & Routh Community Homes on receipt of invoice and that the CLH Working Group had now ended.
104/22 1.	Being a Good Councillor Training - ERNLCCA is considering recording training in the future along with a longer-term plan of training.
104/22 2.	Code of Conduct Training – ERYC emailed a copy of the training presentation and video which was shared with all Councillors.
104/22 4.	Joint Strategic Needs Assessment Roadshow – Event cancelled, new date to follow.
107/22 2.	Grounds Maintenance Price Increase Notification – East Riding Group notified of approval.

122/22 FINANCE

- RWF Community Grant Award Offer** – To accept offer of £9,638.88 towards the project ‘Tickton & Routh Jubilee Year’.
RESOLVED: The PC agreed to accept the grant and instructed the Clerk to raise an invoice in preparation for commencing the project in the Autumn.
- Internal PC Audit Quarter 1** – To receipt report from Cllr Hadley, Internal Audit (IA) Representative.
RESOLVED: The PC agreed to defer due to the absence of the PC IA Representative.
- Finance & Budget Monitoring Report:** To receive and to approve payments and income.

Payments	Net (£)	VAT (£)	Gross (£)
MKM BS (Beverley) Ltd - Materials - Balance Beam	63.29	12.66	75.95
East Riding Group Ltd - Grounds Maintenance	421.50	84.30	505.80
SLCC - Subscription	144.00	0.00	144.00
ICO - Data Protection	35.00	0.00	35.00
Staff costs & reimbursements	1,200.68	2.74	1,203.42
Tickton Village Hall - Room Hire	20.00	0.00	20.00
Income			
Nat West Bank Interest			0.80
Allotment Rent - Plot 1 & 2			55.00
VAT Refund 2021-22			2,645.73

Resolved: The PC approved Finance & Budget Monitoring Report, payments and income presented.

4. **August Payments** – To approve delegated powers to Clerk in consultation with full council via email to pay invoices and employment costs due. All delegated payments to be presented at September meeting.

RESOLVED: The PC approved delegated powers to the Clerk, in consultation with full council via email, to pay of invoices and employment costs due to the end of August.

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.

123/22 **STAFFING MATTERS**

To approve employment costs presented in the Financial Report.

RESOLVED: The PC approved employment costs and reimbursements.

- 124/22 **DATE OF NEXT MEETING(s):** The Ordinary Meeting of the Parish Council will be held on Monday, 19 September 2022 in the Village Hall.

The Minutes were signed as an accurate record at the meeting held on the 26 September 2022.