

Tickton & Routh Parish Council

Minutes of the **Ordinary Meeting** held on **Monday, 26 September 2022** at 7.30pm held in Tickton Village Hall, Main Street, Tickton.

Present: Councillors: Sinkler (in the Chair); Caley; Cross; Dickson; Hadley; Oliver; Lenton; Vickers; N Walker & T Walker.

In Attendance: The Clerk, Mrs Michelle Middleton; Ward Councillors Gateshill & Stewart (Agenda Item 1-4/Minute Ref. 125-128/22); PCSO Hogbin & LeGrove (Agenda Item 1-6/Minute Ref. 125-130/22).

Apologies: None

Absent: Councillors: Pugh

Public: No members of the public in attendance.

Albanwise Synergy attended the Public Forum to outline the proposed Carr Lane Solar Farm. Nine members of the public were present for the duration of the Public Forum in relation to the proposed Solar Farm.

125/22 **APOLOGIES** - To receive apologies for absence.
None received.

126/22 **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.
None declared.

127/22 **HER MAJESTY QUEEN ELIZABETH II**

To consider sending the Council's condolences on the passing of Her Majesty Queen Elizabeth II.

RESOLVED: Approved.

The Chairman issued a statement on behalf of the PC following the death of Her Majesty Queen Elizabeth II. The PC laid an arrangement of flowers in the grounds of All Saints Church and St Pauls Church on behalf of the parishes of Tickton and Routh. Both Churches opened daily to enable residents to lay flowers and sign a Book of Condolence which closed following the State Funeral on 19 September and archived at East Riding County Records.

The Proclamation of His Majesty King Charles III was held on 10 September at St James's Palace in London and locally in Beverley on 11 September.

128/22 **TO RECEIVE THE EAST RIDING WARD COUNCILLOR(S) REPORT**

The Chairman welcomed Ward Councillor Diana Stewart.

Ward Councillor Gateshill updated on the following matters: -

Field View Solar Farm Community Benefit Fund

ERYC has signed off the Unilateral Undertaking which supports the distribution of the Community Benefit Fund for projects in East Riding with priority to projects within the vicinity of the development. Albanwise Synergy agreed to consider a variation on the Unilateral Undertaking to limit fund distribution to the parishes of Tickton and Routh.

Butt Lane Drain

Awaiting response from the Internal Drainage Board.

Cycle Path

Ward Councillor Gateshill reported on a previous inspection of the path from Tickton to Leven.

129/22 **MINUTES** - To approve the minutes of the Parish Council meeting held 18 July 2022.

RESOLVED: The minutes of the Parish Council meeting held on 18 July 2022 were approved as a true and correct record.

130/22 **COMMUNITY SAFETY**

1. To note any incidents/crimes reported.

The Police reported on incidents since August including a car that had been sprayed with paint, theft from a boat and more recently a second break in at the Post Office. Sixty-three incidents of road traffic collisions were also reported.

The PC made a request to the Police to visit Main Street at school drop off and collection times to address any vehicles causing a clear obstruct. It was reported a bus had been obstructed by parked vehicles. The Clerk had requested a statement from EYMS to support the Parish Development Working Group when raising issues with ERYC.

2. The Police and Crime Commissioner Survey and Community Safety Fund was noted.

131/22 PLANNING

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

None received.

2. Planning Applications responded to under delegated authority in consultation with PC were noted: -

2.1. [22/02405/PLF](#) - Beverley Park Homes Limited, Unit 2, Weel Road, Tickton - Erection of a commercial building to form an extension to existing industrial estate (comments by 15.8.22)

Comments: Whilst the Parish Council support employment opportunities, the Parish Council strongly object and call into Committee due to being on open countryside. The land that the existing solar panels sit on is agricultural land, and therefore not a brownfield site (refer to planning application [12/04109/PLF](#)). The orientation of the building is wrong to the existing buildings.

The Parish Council would welcome the build to be undertaken behind the existing building occupied by Beverley Park Homes Limited. There appears to be ample space to extend the existing building to the rear. This application has not sought change of use of the land which should have been the case. The building would also limit the sunlight reducing the efficiency to the existing solar panels.

Owing to the parish location in the EAs Flood Zone Rating level 3 the Parish Council does not believe sustainable development could be achieved.

2.2. [21/04336/PLF](#) - Land South West Of Storkhill Farm, Hull Bridge Road, Tickton - Change of use of land for the siting of two holiday cabins, alterations to the access, associated car parking and landscaping (NEW RED LINE/ALTERATIONS TO ACCESS/AMENDED PLANS)

Comments: The Parish Council strongly object and call into Committee for consideration due to the application being in open countryside and outside the Parish development limits. There is no perceived need for additional holiday accommodation in the Parish and there are still concerns surrounding vehicular and pedestrian access onto the A1035 despite the plans showing the alterations to the access. Concerns also about the safety of pedestrians and cyclists crossing the A1035 to and from the site, as there is no footpath or crossing point on this road.

2.3. [EN010125-000181](#) - Application by RWE Renewables UK Dogger Bank South (West) Ltd and RWE Renewables UK Dogger Bank South (East) Ltd (the Applicant) for an Order granting Development Consent for the Dogger Bank South Offshore Wind Farms (the Proposed Development) (comments by 23.8.22)

Comments: No comments.

2.4. [22/01979/PLF](#) - 202 Hull Bridge Road, Tickton - Erection of a detached timber outbuilding (retrospective application)

Comments: The Parish Council object to the height of the building which is in conflict with the dwelling due to being positioned forward of the build line. The PC recommend reducing the height of the apex or changing the roof configuration, in order to make it less prominent and dominant.

The Parish Council recommend a full flood risk assessment (FRA) due to being in flood zone 3 as details on the plans are insufficient. FRA should include 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.

2.5. [22/02527/TCA](#) - St Pauls Church, Main Street - CONSERVATION AREA - Crown lift 2 no. Ash trees (T1 T12), 1 no. Hawthorne tree (T3) 3 no. Cherry trees (T7 T8 T11) 1 no. Beech tree (T10) and 1 no Elder tree (T13) - Crown lift to uplift trees 2.5m from the ground of the village field to reduce shading, overhang and prevent obstruction

Comments: Noted - Parish Council is applicant.

2.6. [22/02526/TCA](#) - Playing Field, Main Street - CONSERVATION AREA - Crown lift 2 no. Beech trees (T5 T6), 1 no. Hawthorne tree (T2) 1 no. Rowan tree (T4) and 1 no. Cherry tree (T9) - Crown lift to uplift trees 2.5m from the grounds of the village field to reduce shading, overhang and prevent obstruction

Comments: Noted - Parish Council is applicant.

2.7. [22/02542/PLF](#) - Elm Croft, 68 Main Street, Tickton - Erection of single story extension to rear

Comments: No objection. 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.

2.8. [22/02803/TPO](#) - Holly Lodge, 4 Chestnut Mews, Tickton - Fell 4 no. Larch trees (T1 T2 T3 T4), trees are to be removed due to overgrowing their space, overwhelming properties and having a low aesthetic value, trees are to be replaced with more suitable garden species

Comments: The Parish Council strongly support the preservation of all trees. However, on this occasion the Parish Council will defer to the Tree Officer's recommendations.

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

[22/02526/TCA](#) – Playing Field, Main Street – CONSERVATION AREA – Crown lift 2 no. Beech trees (T5 T6), 1 no. Hawthorne tree (T2) 1 no. Rowan tree (T4) and 1 no. Cherry tree (T9) – Crown lift to uplift trees 2.5m from the grounds of the village field to reduce shading, overhang and prevent obstruction – **No objection**

[22/02527/TCA](#) – St Pauls Church, Main Street – CONSERVATION AREA – Crown lift 2 no. Ash trees (T1 T12), 1 no. Hawthorne tree (T3) 3 no. Cherry trees (T7 T8 T11) 1 no. Beech tree (T10) and 1 no Elder tree (T13) – Crown lift to uplift trees 2.5m from the ground of the village field to reduce shading, overhang and prevent obstruction – **No objection**

4. Planning Enforcement - To receive update and to consider any new matters.

20/01294/BRCON3: Land East Of The New Inn 31 Main Street

The retrospective application ([21/02176/PLF](#)) to retain dwelling as built following planning permission 16/02761/PLF is pending consideration by ERYC Planning Committee.

132/22 PARISH MATTERS

1. Community Magazine – To consider approving the cost of £100 per quarter from the Community Fund budget payable to the publishers to deliver the magazine to all households within the parishes.

RESOLVED: The PC granted approval to fund the delivery cost of 4 editions of the new community magazine up to £400 allocated from the Community Fund budget.

2. Play Area Wet Pour Surface Repair Kits – To consider approving at a cost of £144 + VAT

RESOLVED: Approved.

3. MUGA Surface Algae Cleaner – To consider approving at a cost of £120 incl. VAT

RESOLVED: Approved.

4. Bus shelter Protection Oil – To consider approving at a cost of £85 incl. VAT and approve colour.

RESOLVED: Approved. The PC agreed to purchase colour based on recommendation of manufacturer.

5. Cullington Field Play Area Wasps Nest

The delegated decision to instruct East Riding Group to treat at a cost of £70 + VAT was noted.

6. Noticeboard (Carr Lane)

The delegated cost of £24.60 + VAT for materials to replace board was noted.

7. Carr Lane Picnic Area

It was noted that annual grounds maintenance works to clear and tidy the area had been undertaken.

8. Weel Road

It was noted that emergency roadworks commenced on 22 September.

9. Meaux Lane

It was noted that carriageway maintenance works commenced on 5 September.

10. Green Lane

A patch of footpath that was eroding outside the school had been repaired by ERYC.

10.1. Grange Crescent

Cllr Oliver informed the meeting that ERYC had installed drop down kerbs to support pushchairs and wheelchairs.

11. Hull Bridge Footbridge

It was noted that the PSPO sign removed from the railings had been reported to ERYC.

12. Stile adj. to Hull Bridge

It was noted that the public footpath sign removed from stile was reported to ERYC. The broken stile post and fencing was reported to the EA.

13. Scotts Garth Walkway

The Clerk reported that a request had been submitted to ERYC to uplift trees overshadowing 3no lighting columns.

14. Main Street near Village Hall – Raised concrete on verge reported to ERYC had been removed.

133/22 MOTIONS PROPOSED BY COUNCILLORS

None received.

134/22 WORKING GROUPS & PC REPS – to receive update and consider/approve any recommendations: -

1. Routh Wind Farm Community Fund

1.1. To consider PC involvement in the 5 Year Review.

RESOLVED: The PC agreed to be involved in any review and Cllr Cathy Oliver was nominated PC Representative.

1.2. To consider invitation to submit joint application with Leven in 2023/24 - noted.

2. Parish Development (PDWG) – To receive updates and recommendations: -

2.1. Tickton Pre-school & Play Pals proposed Eco-Nursery & Sensory Room (Minute Ref. 115/22) – To request the PC to consider refusing on the basis that the Lease (GL Cullington Field) and Conveyance/Deed of Gift (Recreation Ground) preclude any activities other than recreation and sport.

RESOLVED: Approved.

2.2. Parish Council Logo (Minute Ref. 041/22) – To request the PC to consider engaging a graphic designer unless we find a volunteer in the meantime. If approved, to consider quotations received.

RESOLVED: The PC granted approval for the PDWG to consult a graphic designer to create a logo from the drawings received from the children of Tickton Primary School. The PC reviewed estimated costings from two companies and agreed to instruct Maud Designs on the basis that the final cost did not exceed the estimate of £160.

2.3. Weel Climbing Frame (087/22 1.) - To request the PC to consider applying to the Secretary of State for permission to install play area to include any grounds works, play equipment, safety surface and fencing, for the benefit of the community. On confirmation of Secretary of State approval, to consult residents with a targeted proposal. In the meantime, leaving play equipment in situ guided by the Risk Assessment of the Annual Playground Inspection Report

RESOLVED: Approved.

2.4. Accessible Swing Unit (119/22 3.1.) - To consider applying to the RWF Community Chest Fund to fund an accessible swing, harness, and harness storage box with RADAR padlock.

RESOLVED: The PC approved the replacement of one junior swing seat with an accessible swing, harness, and harness storage box with RADAR padlock at a total cost of £1257.32. The PC to apply for funding from the RWF Community Chest Fund and SSE Community Fund. The PC agreed to fund any remaining costs.

2.5. Planter - To consider granting approval for the PDWG to approach the Village Hall to install a planter on corner of Village Hall exit and bus shelter.

RESOLVED: Approved.

2.6. Hull Bridge Bus Shelter - To consider quotation(s) to clean the Hull Bridge bus shelter.

RESOLVED: The PC considered quotations received and awarded the works to GRPL Cleaning Services Ltd at a cost of £124.

3. Defibrillator Group – None received.

4. Village Hall – The VH is currently reviewing the building design to improve energy efficiency.

135/22 GRANT FUNDED PROJECTS

1. The Community Woodland Orchard (RWF) – To receive update.

1.1. To approve quotations for bulbs and consider community/school involvement in planting.

RESOLVED: The PC considered quotations received and awarded the supply of bulbs to Taylor & Sons Bulbs Ltd at a cost of £84.00.

1.2. To consider granting approval to the PDWG to design the proposed tree planting scheme and bench location for approval by the PC.

RESOLVED: Approved.

2. The Jubilee Streetscene (RWF) – To receive update.

2.1. To approve quotation for tree works and hedgerow at GL Cullington Field

RESOLVED: The PC considered quotations received and awarded the supply of hedgerow plants to Henley's Nurseries at a cost of £299 and tree works awarded to Yorkshire TreeCraft at a cost of £1050.

2.2. To approve quotations for bulbs, wildflower seeds, verge weed treatment, relocation of litter bin (subject to receipt of ERYC Licences)

RESOLVED: The PC considered quotations received and approved the following (subject to receipt of ERYC Licences): -

- a) Taylor & Sons Bulbs Ltd to supply bulbs for planting in various locations at a cost of £168.
- b) East Riding Horticulture Ltd to supply wildflower seeds (Cullington & St Paul's) at a cost of £98.
- c) Green Thumb to undertake 1-year weed treatment (St Paul's/Main St. verge) at a cost of £93.75.
- d) ERYC to relocate litter bin to the west of the bus shelter near Grange Crescent at a cost of £155.

2.3. To consider community/school involvement in planting.

RESOLVED: The PC agreed to invite Tickton Primary School to be involved in planting and noted that insurance would be provided under their own Policy.

136/22 **CONSULTATIONS** – To consider any response to: -

Dogger Bank South Offshore Wind Farms - Introductory Consultation – noted.

137/22 **CORRESPONDENCE*** – To consider and approve any actions relating to: -

1. ERNLLCA: Newsletter(s), Govt. 110m fund to level up rural communities unveiled; AGM 22 September 2022 and to consider appointing two named delegates to vote on an issue at AGM and Training

1.1 To approve request for Cllr Oliver to attend Enforce. & Appeals (18.10.22) & Planning Reforms (25.10.22).

RESOLVED: Approved.

1.2 To approve request for Handyman to attend Play Inspection (10.11.22).

RESOLVED: Approved.

2. NALC: Bulletin(s) & Civility and Respect Project - to consider adopting - noted.

3. ERYC: Community Tree Planting Fund (the minimum planting size approx. 200 trees) – noted.

4. ERYC: 2021-22 Annual Report of the Joint Local Access Forum (ERY and KuH) – noted.

5. IDB: Notice of Conclusion of Audit to display on parish noticeboards - to note.

6. Albanwise Synergy: Proposed Solar Development at Carr Farm, Tickton – noted (refer to Minute Ref. 128/22)

7. Broadband Gigabit Voucher Scheme Online Q&A Session on 29.9.22 6.30pm – To consider.

RESOLVED: The PC granted approval for the Clerk to attend and report back on matters of interest.

8. Resident: Tickton to Leven cycle path

RESOLVED: The PC agreed to report matters raised to ERYC.

9. Resident: Dogs off lead and fouling

RESOLVED: The PC agreed to inform public through the website, noticeboards, and AAT.

10. Any other correspondence.

10.1. Dementia Friendly communities survey closing date 30 September was noted.

10.2. Grounds Maintenance (moved to Part II).

138/22 **CLERKS REPORT**

The following update(s) were received: -

Min. Ref.	Description
103/22 5.2.)	Chatty Bench sign and tabletop games – received and to be stored until location proposed by PDWG.

Resolutions noted as disposed: -

Min. Ref.	Description	Comments
013/22 1.3.	Churchfields Street Sign Request to ERYC to consider repositioning the street sign at the entrance of Churchfields in order to improve visibility from the East for vehicles travelling onto Main Street.	Completed.
057/22 a)	Councillor Oliver proposed that the PC considered requesting ERYC to review cyclist dismount/other appropriate signage at Hull Bridge based on information on link: https://cycleseahaven.org.uk/cyclists-dismount-signs/ Resolved: Deferred.	Deferred.
057/22 b)	b) Councillor Oliver proposed that the PC support a new parish/community magazine, providing 1 representative as co-editor of community content. Resolved: The Parish Council agreed to support the new community magazine. Cllr Vickers nominated, and Cllr Dickson seconded a proposal for Cllr Oliver to be appointed as the Parish Council representative as co-editor. Tickton Primary School to be invited to contribute.	No further action.

059/22 5. c)	Weel Climbing Frame – To consider and approve quotes to remove play equipment for safety reasons and to backfill with topsoil/grass seed to level area. Resolved: To PC agreed to defer a decision and to arrange a site visit with the Clerk and Chairman in order to progress	Refer to Minute ref. 087/22 1.
103/22 3.	Routh Wind Farm Resolved: The PC agreed to write to the RWF Community Fund administrator (ERYC) and to inform the Tickton and Routh Representative of concerns raised.	ERYC noted.
115/22	Tickton Pre-school & Play Pals proposed Eco Nursery & Sensory Room Resolved: The PC agreed to refer the proposal to the Parish Development Working Group to investigate and make recommendations to full Council.	September Agenda Item.
116/22 1.	22/02158/PLF - 127 Main Street, Tickton	Submitted to ERYC.
117/22 3.	PC Logo (041/22) Resolved: The PC agreed to refer the selection of the preferred logo design to the PDWG in order to make recommendations to full Council.	September Agenda Item.
117/22 4.	PSPO Final Review Resolved: No comments.	Informed ERYC.
117/22 7.	Wreaths Resolved: The PC approved purchasing 4no. wreaths from the Royal British Legion.	Order raised.
119/22 3.1.	Accessible Swing Unit Resolved: The PC agreed to defer the wheelchair swing unit and, in the interim, the PDWG to obtain costings for a bucket swing.	September Agenda Item.
120/22 4.	ERYC - Gypsy and Traveller Accommodation Assessment Resolved: The PC delegated completion of the Assessment to the Clerk.	Actioned.
120/22 6.	East Riding Stages Rally 26 February 2023 - Consultation Resolved: No comments.	Actioned.
121/22	Community Magazine ACTION: Clerk to add to Sept. Agenda. Delegated authority to pay initial £100 delivery costs.	September Agenda Item.
122/22 2.	Internal PC Audit Quarter 1 Resolved: The PC agreed to defer due to the absence of the PC IA Representative.	September Agenda Item.
122/22 4.	August Payments - Resolved: The PC approved delegated powers to the Clerk, in consultation with full council via email, in order to pay of invoices and employment costs due to the end of August.	Actioned.
Delegated	22/02405/PLF 21/04336/PLF 22/01979/PLF 22/02527/TCA 22/02526/TCA 22/02542/PLF	Submitted to ERYC.
Delegated	EN010125-000181 - Application by RWE Renewables UK Dogger Bank South (West) Limited and RWE Renewables UK Dogger Bank South (East) Limited	Comments submitted.
Delegated	GL Cullington - Wasp Nest	Treated.
Delegated	Green Lane Footpath (Outside School) patch eroding	Repaired.
Delegated	Noticeboard - Carr Lane – new backboard fitted.	Actioned.
Delegated	Carr Lane Picnic Area	Area tidied.

139/22 FINANCE

- 1. Village Hall Jubilee End of Grant Report** – To receive and consider balance remaining of £60.30.
RESOLVED: It was agreed that the balance of £60.30 be returned to the PC Community Fund budget.
- 2. External Audit Report 2021-22** – To receive report and approve Notice of Conclusion of Audit dates.
RESOLVED: The PC approved the Notice of Conclusion of Audit dates to include 12.8.22 to 30.9.22.
- 3. SAAA 2022 Opt-out Communication** – To consider; Clerk's recommendation to not opt out.
RESOLVED: Refused.
- 4. Internal PC Audit Quarter 1** – Cllr Hadley, PC Internal Audit Representative reported no matters arising on Quarter 1.
- 5. Finance & Budget Monitoring Report:** To receive and to approve payments and income.

Delegated Payments	Net (£)	VAT (£)	Gross (£)
East Riding Group Ltd – Grounds Maintenance	581.67	116.33	698.00
PKF Littlejohn LLP - External Audit Fee	200.00	40.00	240.00
HWRCC – Membership	25.00	0	25.00
Employment costs & reimbursements	1198.69	2.34	1201.03

Payments			
East Riding Group Ltd – Grounds Maintenance/Wasps Nest	651.67	130.33	782.00
ERVAS – Payroll & pension processing	39.00	7.80	46.80
Employment costs & reimbursements (S137)	1439.49	15.41	1454.90
Income			
Nat West Bank Interest - July			0.77
Nat West Bank Interest - August			0.88

RESOLVED: The PC approved payments and income presented.

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.

140/22 STAFFING MATTERS

To approve employment and reimbursement costs presented in the Financial Report.

RESOLVED: Approved.

141/22 CORRESPONDENCE

Grounds Maintenance

The Clerk updated the Council on the Contract and was asked to obtain quotes.

142/22 DATE OF NEXT MEETING(s): The Ordinary Meeting of the Parish Council will be held on Monday, 17 October 2022 in the Village Hall.

The Minutes were signed as an accurate record at the meeting held on the 17 October 2022.