

Tickton & Routh Parish Council

Minutes of the **Ordinary Meeting** held on **Monday, 17 October 2022** at 7.30pm held in Tickton Village Hall, Main Street, Tickton.

Present: Councillors: Caley (in the Chair); Oliver; Vickers; N Walker & T Walker.

In Attendance: The Clerk, Mrs Michelle Middleton; Ward Councillors Gateshill (Agenda Item 3/Minute Ref. 145/22); PCSO LeGrove (Agenda Item 1-5/Minute Ref. 143-147/22).

Apologies: Councillors: Cross; Dickson; Hadley & Sinkler.

Absent: Councillors: Lenton & Pugh

Public: No members of the public in attendance.

143/22 **APOLOGIES** - To receive apologies for absence.

Councillors: Cross; Dickson; Hadley & Sinkler.

144/22 **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 recorded.

145/22 **TO RECEIVE THE EAST RIDING WARD COUNCILLOR(S) REPORT**

Cllr Oliver requested that Ward Councillor Gateshill thank ERYC for hosting the Town and Parish Council Event via Teams on 11 October 2022.

Ward Councillor Gateshill report on the following matters: -

Tickton to Leven Cycle Path

A resident from a neighbouring parish had contacted the Ward Councillor regarding the path.

Butt Lane Ditch

Ward Councillor Gateshill is awaiting a response from the IDB.

Cllr Caley agreed to contact the IDB to establish who is responsible for this ditch, to identify where it feeds into, and, to request that the IDB ensure that the riparian owner maintains it. To request a map of all ditches detailing who is responsible for maintenance, for future reference.

Hull Bridge Memorial Stone (Minute Ref. 028/22 d)

The stone replaced by ERYC in 2018 is deteriorating. An engineer's report commissioned by ERYC confirmed that there are signs of surface wetness which appears to be coming from the expansion joints. The surface wetness is causing damage to the memorial stone. Ward Councillor to meet with the Clerk at Hull Bridge to view the current condition of the stone prior to raising with ERYC.

146/22 **MINUTES** - To approve the minutes of the Parish Council meeting held 26 September 2022.

RESOLVED The minutes of the Parish Council meeting held on 26 September 2022 were approved as a true and correct record.

147/22 **COMMUNITY SAFETY** - To note any incidents/crimes reported.

The Police reported increased incidents of burglaries and attempted burglaries in the parish including Green Lane, Carr Lane, and Hull Bridge Road. Residents were advised to keep doors locked and not to leave keys in sight. Residents should call 999 if a burglary or attempted burglary is in progress.

148/22 **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.

None received.

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

2.1. [22/02542/PLF](#) – Elm Croft, 68 Main Street – Erection of single-story extension to rear - **Approved.**

2.2. [22/02158/PLF](#) – 127 Main Street – 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 – **Approved.**

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

149/22 PARISH MATTERS

1. Grounds Maintenance 2022 – To consider quotations.

RESOLVED: The PC considered three quotations and agreed to appoint Stay Smart Grounds Maintenance Ltd to undertake the remaining work in 2022 at a cost per cut: -

Tickton Village Field & Play Area - £120; GL Cullington Field - £110; The Common, Carr Lane, Weel - £100; The Picnic Area, Carr Lane - £50. To request that the contractor increases Public Liability Insurance from £5m to £10m on renewal, in line with the PC Policy.

2. Laying of the Wreath(s), Silent Soldiers & FITTA Groups War Memorial Poppy Display - To approve arrangements and dates.

RESOLVED: The PC approved the FITTA Group's request to lay a Poppy display at the War Memorial. The PC agreed to display the Silent Soldiers from 1st to 30th November. Cllr N Walker and Cllr T Walker to lay the wreath at Hull Bridge on Saturday, 12th November on behalf of the PC. The Clerk to arrange distribution of the wreaths to Tickton Primary School, St Paul's Church and All Saints Church and circulate commemorative service information.

3. Field View Solar Farm Community Benefit Fund – to receive any updates and agree actions.
None received.

4. Annual Parish Meeting 2023 – To consider hosting the event prior to the PC Mtg on the 17 April.
RESOLVED: Approved.

5. Development Projects 2023 - To present any projects & costings at the November meeting in preparation for drafting the budget.
Noted.

150/22 MOTIONS PROPOSED BY COUNCILLORS

None received.

151/22 WORKING GROUPS & PC REPS

1. Parish Development (PDWG)

1.1. Proposed Community Café/Warm Space – to receive report.

In response to the cost-of-living crisis Cllr Vickers outlined a proposal to support the community. This could include the PC encouraging the community to join in with activities at the Village Hall and local Churches. The PC could support by collating local and national activities, assistance, and information to share with residents. The PC fully supported this initiative and agreed to Cllr Oliver and Cllr Vickers meeting with the Village Hall and local Churches to discuss further and to identify potential funding opportunities. Cllr Vickers to report back to the PC.

1.2. ERYC Town/Parish Council Event – to receive report (Cllr Oliver).

Cllr Oliver reported that the event was extremely helpful. The online meeting facilitated PCs to speak directly to Officers from a range of departments. The Clerk has since followed up discussions with an email to progress outstanding matters as well as road safety issues identified from the Parish Appraisal and more recent Weel Consultation.

4. Routh Wind Farm Community Fund (Minute Ref. 134/22) – To receive update (Clerk).

The RWF Panel reviewed the performance of the ERYC administration of the fund and requested improvements. The RWF Chair thanked the PC and Cllr Cathy Oliver for their support offered in this matter. There is currently circa £7,000 available in the fund.

5. Defibrillator Group - None received.

6. Village Hall - None received.

152/22 GRANT FUNDED PROJECTS

1. The Community Woodland Orchard (RWF)

1.1. To approve proposed tree planting scheme and bench locations.

RESOLVED: Approved.

1.2. To approve quotations to supply twelve standard fruit trees (7-8') stakes & guards.

RESOLVED: The PC appointed Henley's Nurseries to supply twelve standard fruit trees (7-8') stakes & guards at a cost of £260.32 + VAT.

1.3. To approve quotations to supply and install two benches.

RESOLVED: The PC appointed Marmax Recycled Products Ltd to supply 2no. traditional benches (extended legs) and plaques at a cost of £864.00 + VAT. Plaque Wording: a) The Kirkwood Community Orchard b) The Queen's Green Canopy. The PC appointed L&K Warcup Construction Ltd to install the benches at a cost of £130.00 + VAT.

2. The Jubilee Streetscene (RWF)

2.1. To approve/sign ERYC Licences to install planters, bench, trees, wildflowers & bulbs on the Highway.

RESOLVED: The PC approved and signed the Licences for submission to ERYC.

2.2. To approve quotations to supply seven trees, stakes, guards, and mulch.

RESOLVED: The PC appointed Henley's Nurseries to supply of seven trees (4 x oak, 1 x maple, beech, and fir) stakes, guards at a cost of = £371.43 + VAT. The PC approved the purchase of tree planting compost at a cost of £17.30 + VAT from East Riding Horticulture Supplies Ltd.

3. Tree planting (19 No.) - Community Woodland Orchard & Jubilee Streetscene

3.1. To consider community/school involvement in planting sixteen trees on land managed by the PC and consider obtaining quotes from a tree planting company to assist.

RESOLVED: The PC agreed to invite volunteers to plant the trees on the Village Field (Recreation Ground). Volunteers recruited for the project will be covered for insurance under the PC Policy.

The PC agreed to contact Stay Smart Grounds Maintenance Ltd to establish if the company would assist with planting and obtain any costs involved for consideration.

Cllr Oliver to confirm the planting date.

Cllr Caley to collect the trees from Henley's Nurseries on behalf of the PC.

3.2. To consider requesting ERYC Grounds Team to plant three trees on ERYC land.

RESOLVED: The PC agreed to request ERYC Grounds Team to plant the oak tree on the Weel Road/Main Street verge and the oak and fir tree on the Green Lane verge.

153/22 CONSULTATIONS

None received.

154/22 CORRESPONDENCE – To consider and approve any actions relating to: -

1. **ERNLLCA:** Newsletter(s), Webinars, Chats & Training, ER District Committee Mtg - 20.10.22 – **noted.**

2. **ERYC:** Nottingham Knockers Cold Calling in East Riding Villages – **noted. Information shared on website, noticeboards, and All About Tickton.**

3. **ERYC:** All Town & Parish Councils - Preparation of new design guidance – **noted.**

4. **ERYC:** Standards Committee and Standards Committee Hearing – 18.10.22 – **noted.**

5. **Any other correspondence (to note only).**

5.1. **ERYC:** Annual Snapshot of Rough Sleepers in the East Riding of Yorkshire: 2022

5.2. **ERYC:** Proposed relocation of Weel Tip

5.3. **ERYC:** Initial cost-of-living support measures

155/22 CLERKS REPORT

Resolutions noted as disposed: -

Min. Ref.	Description	Comments
044/22 d)	Scott's Garth Close – Kerbstones loose	ERYC repaired.
103/22 5.4.	Parish Development <i>St Pauls Green</i> - The PC agreed to invite Tickton Primary School to help clear land and sow wildflower seeds on notification of RWF grant award.	Actioned.
120/22 3.	ERYC - Town and Parish Council Engagement Events	PDWG attended 11.10.22.
122/22 1.	RWF Community Grant Award Offer of £9,638.88 towards the project 'Tickton & Routh Jubilee Year'.	Grant offer signed and returned to ERYC with invoice.
127/22	Letter of condolence.	Actioned.

132/22 1.	Community Magazine - The PC granted approval to fund the delivery cost of four editions of the new community magazine up to £400 allocated from the Community Fund budget.	Actioned.
132/22 2.	Play Area Wet Pour Surface Repair Kits	Received.
132/22 3.	MUGA Surface Algae Cleaner	Received.
132/22 4.	Bus shelter protection oil - The PC agreed to purchase colour based on recommendation of manufacturer.	Clear ordered and received.
134/22 1.1.	Routh Wind Farm Community Fund - The PC agreed to be involved in any review and Cllr Cathy Oliver was nominated PC Representative.	October Agenda Item.
134/22 2.1.	Tickton Pre-school & Play Pals proposed Eco-Nursery & Sensory Room (Minute Ref. 115/22) - The PC approved the recommendation to refused on the basis that the Lease (GL Cullington Field) and Conveyance/Deed of Gift (Recreation Ground) preclude any activities other than recreation and sport.	Letter sent to Tickton Pre-School Chairman.
135/22 1.2.	The Community Woodland Orchard (RWF) - Granted approval to the PDWG to design the proposed tree planting scheme and bench location for approval by the PC.	October Agenda Item.
135/22 2.2. d)	The Jubilee Streetscene (RWF) d) ERYC to relocate litter bin to the west of the bus shelter near Grange Crescent at a cost of £155.	Completed.
137/22 1.1.	Enforce. & Appeals (18.10.22) & Planning Reforms (25.10.22) - Cllr Oliver training approved.	Training booked.
137/22 1.2.	Play Inspection (10.11.22) - Handyman training approved.	Training booked.

156/22 FINANCE

1. Internal PC Audit Quarter 2 – To receipt report from Internal Audit Representative (Cllr Hadley).

RESOLVED: Deferred.

2. Finance & Budget Monitoring Report: To receive and to approve report, payments, and income.

Payments	Net (£)	VAT (£)	Gross (£)
Tickton Village Hall – Room Hire	20.00	0	20.00
Algon Ltd – Path & Patio Cleaner (MUGA surfaces)	94.56	18.91	113.47
Fenland Leisure Products Ltd - Surface repair kits + delivery	164.00	32.80	196.80
Employment costs and reimbursements	1229.01	19.22	1248.23
Royal British Legion (Beverley) Poppy Appeal – S137	70.00	0	70.00
Income			
Nat West Bank Interest			175.00
ERYC – Routh Wind Farm Grant (Jubilee Year/ Streetscene)			9638.88

RESOLVED: The PC approved the Financial Report, Bank Statements, payments, and income.

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.

157/22 STAFFING MATTERS

To approve employment costs presented in the Financial Report.

RESOLVED: Approved.

158/22 DATE OF NEXT MEETING(s): The Ordinary Meeting of the Parish Council will be held on Monday, 21 November 2022 in the Village Hall.

The Minutes were signed as an accurate record at the meeting held on the 21 November 2022.