

Tickton & Routh Parish Council

Minutes of the **Ordinary Meeting** held on **Monday, 21 November 2022** at 7.30pm held in Tickton Village Hall, Main Street, Tickton.

Present: Councillors: Sinkler (in the Chair); Caley; Hadley; Oliver & Vickers.

In Attendance: The Clerk, Mrs Michelle Middleton; Ward Councillor Gateshill (Agenda Item 1-3/Minute Ref. 159-160/22).

Apologies: Councillors: Cross; Dickson; Pugh; N Walker; T Walker & PCSO LeGrove.

Absent: Councillor: Lenton.

Public: Two members of the public in attendance (Agenda Item 1-6.1.1/Minute Ref. 159-164/22 1.1.).

Two members of the public attended the Public Forum in relation to planning application 22/03269/STPLF - Land South Of High Farm Main Road Routh.

159/22 **APOLOGIES** - To receive apologies for absence.

Recorded above.

The resignation of Councillor Pugh was noted. ERYC to be notified of the vacant position available for co-option.

160/22 **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 Oliver declared a non-pecuniary interest in Agenda Item 6.1.5./Minute Ref. 164/22 1.5. as a neighbouring resident.

161/22 **TO RECEIVE THE EAST RIDING WARD COUNCILLOR(S) REPORT**

Butt Lane Ditch

The IDB confirmed that ERYC is responsible for this ditch. The Clerk to follow up the enquiry by requesting that the IDB inspects the ditch and to advise ERYC to undertake any necessary maintenance.

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

Ward Councillor and the Clerk met at Hull Bridge to view the current condition of the stone prior to raising the matter with ERYC. On inspection by the stonemason, ERYC confirmed that the work is not covered under warranty and given the overall condition of the bridges drainage system, recommend that the stone is replaced after the waterproofing and drainage system is up graded on the bridge. ERYC have no foreseeable plans to do any major works on the bridge, so cannot confirm when any work will be carried out.

The Ward Councillor agreed to contact the Officer to clarify that ERYC will fund the replacement stone when works are undertaken on the bridge.

ERYC Eastern Area Planning Sub Committee

The Committee to consider the following applications on 28 November 2022: -

[21/01409/REM](#) – Land South Of Avalon, Butt Lane, Tickton – Erection of 2 dwellings following Outline permission 19/03930/OUT (Appeal Reference APP/E2001/W/20/3259415) (Layout, Access, Scale, Appearance and Landscaping to be considered).

[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.

162/22 **MINUTES** - To approve the minutes of the Parish Council meeting held 17 October 2022.

RESOLVED The minutes of the Parish Council meeting held on 17 October 2022 were approved as a true and correct record.

163/22 **COMMUNITY SAFETY** - To note any incidents/crimes reported.

None received.

164/22 **PLANNING**

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

- 1.1. [22/03269/STPLF](#) - Land South Of High Farm Main Road Routh - Change of use of land for the siting of 71 caravans with associated access, on site roads, drainage and infrastructure as an extension to High Farm Country Park

RESOLVED: Tickton & Routh Parish Council strongly object and call in on the grounds that it is over-development of the site without any 'need' for this type of accommodation, and thus does not follow Policy EC2 of the emerging local plan strategy document does not support the addition of further static caravans either within Beverley + hinterlands or in the East coast/Holderness area. Table 9 in the Local Plan Strategy Document takes account of the tourism accommodation survey from 2016 which confirms that static pitches are not required. There has never been a deficit of static caravan accommodation in this area and several additional static pitches are already approved both at High Farm and Heron Lakes.

That it would harm the visual amenity of the 4 cottages adjacent.

That it would spoil the peaceful enjoyment of the 4 cottages adjacent.

Traffic, safety concerns; it would place unacceptable additional pressure on the local road network which is already over-burdened (we agree with comments from Leven Parish Council); no up-to-date assessment of traffic volume has been supplied; details from 2018 are out of date.

The proposed location is divorced from the remainder of the non-touring holiday park and some walk from the onsite facilities which could pose a danger in the dark to pedestrians.

Anecdotal evidence suggests that although the site is located in FRZ 2 winter flooding occurs frequently. Discharge into the land drainage system would be burdensome and may not be adequate to mitigate the effects of hardstandings.

Conditions if to be approved:

Further plans should be submitted for additional amenities to support additional static caravans.

A roundabout to replace the junction to avoid right turn.

Full assessment of cesspit arrangements for the 4 adjacent cottages (cesspits are located in the proposed site field), and mitigation for any disturbance or movement of these.

Full drainage assessment to ensure that the main sewer system can accommodate additional effluent, and drainage assessments showing how surface water can be mitigated without impacting the local drainage network.

Prior to ANY work being carried out on the site itself, the access to the High Farm is altered as per approved plans.

- 1.2. [22/03547/PLF](#) - Beverley Park Homes Limited, Unit 2, Weel Road, Tickton - Relocation of existing ground mounted solar panels

RESOLVED: No comment.

The PC agreed to send a letter to Highway cc Planning to request that ERYC ask the company, employees, and visitors not to park on the verge as it is in an appalling state.

- 1.3. [22/03445/PLF](#) High Eske Farm, Eske Lane, Tickton - Change of use of agricultural land for the siting of 2 static caravans for holiday use as a farm diversification initiative (Retrospective Application)

RESOLVED: No comment.

- 1.4. [22/03331/CM](#) | Outline - Erection of a Household Recycling Centre (HRC) with a Re-Use Shop and Store including ancillary office and welfare facilities and associated access, highway, landscaping, and drainage works (Access, Appearance, Layout and Scale to be considered) | Land North West Of Ings Road Picnic Site Ings Road Molescroft East Riding Of Yorkshire HU17 7LU

RESOLVED: Tickton & Routh Parish Council support Molescroft Parish Council's consultee comments and request the document containing the alternative sites.

If approved, consideration be given to changing the junction to include a roundabout.

- 1.5. [22/03336/PLF](#) - 61 Green Lane Tickton - Erection of raised decking and pergola to the rear and increase in fence height to side (Retrospective)

RESOLVED: No objection. If approved, the fencing should be erected without delay and retained thereafter.

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

- 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 – **Approved by Committee on 31.10.22.**

- 2.2. [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 – **Approved.**

2.3. 22/01979/PLF – 202 Hull Bridge Road, Tickton – Erection of a detached timber outbuilding (retrospective application) – **Approved.**

2.4. 22/01208/STPLF – Land North East And West Of Carr Plantation, Ferry Road, Wawne – Construction of solar photovoltaic development including solar panels, installation of sub-station, transformers, storage containers, erection of perimeter fence and CCTV poles with associated access, gates, internal tracks, infrastructure, landscaping and biodiversity enhancements and erection of temporary construction compound – **Approved.**

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

165/22 **PARISH MATTERS**

1. Tickton Pre-school & Play Pals Community Garden Agreement – To approve and note vegetation around container report to Pre-school.

RESOLVED: The Parish Council approved the Agreement. The Parish Council agreed to request that Tickton Pre-School clear vegetation from the storage containers and agreed to instruct the Grounds Maintenance Company to cut back the overgrown hedge on the eastern boundary.

2. Winter Services 2022/3 – To approve provision /quote.

RESOLVED: The Parish Council agreed to appoint The Yorkshire Maintenance Company (Hull) Ltd to undertake winter gritting on temperatures of 0c and below. The service provision to include GL Cullington Field @ £28.60 per treatment and Village Playing Field (Main Street) @ £8.00 per treatment. The Village Playing Field (Village Hall) to be undertaken when the Village Hall has not requested the service @ £8.80 per treatment.

The Parish Council to monitor the Churchfield Footpath.

3. Grounds Maintenance 2023 – To consider extending existing contract.

RESOLVED: The Parish Council agreed to extend the contract with Stay Smart to undertake Grounds Maintenance in 2023/24 at a cost of £5,540.00 + VAT.

4. Field View Solar Farm Community Benefit Fund – To receive any updates and agree actions.
The developer confirmed that this matter is ongoing.

5. The Coronation of King Charles III – To consider public meeting and budget allocation.

RESOLVED: The Parish Council agreed to hold a public meeting at a Community Café event. A budget of £1000, to be held in an Ear Marked Reserve in 2023/24, was approved.

166/22 **MOTIONS PROPOSED BY COUNCILLORS**

None received.

167/22 **WORKING GROUPS & PC REPS** – To considering recommendations: -

1. Parish Development (PDWG)

1.1. Proposed PC Logo – To approve logo and award Tickton Primary School with a plaque to express the PCs appreciation for their designs.

RESOLVED: The Parish Council agreed to invite Tickton Primary School to choose the final logo design based on Concept 1 and 3.

1.2. Development Projects 2022/23

Village Field Fencing, Double Service and Single Self-Closing Gate (powder coated yellow) – To apply to Do It For Yorkshire Fund (Max. £5k; 0% match funding required – project to be completed by 31.3.23)

RESOLVED: The Parish Council agreed to apply to Do It For Yorkshire Fund to undertake the fencing and gates at a quoted cost of £4940 + VAT.

1.3. Development Projects 2023/24 – To apply to the RWF Fund and consider match-funding: -

A. Joint project with Leven PC - the Working Group propose a project to include improving the Streetscene to include bus shelters and plaques – Cllr Vickers to report.

RESOLVED: The Parish Council agreed to defer pending a decision from Leven PC.

B. Replace 3No. play equipment (mushrooms, balance beam & cylindrical climbing frame); 1 x traditional recycled bench and 2 x planters on Village Field.

Based on quotes received to date, the cost of the project is approximately £12.5k.

RESOLVED: The Parish Council agreed to apply to the Routh Wind Farm Community Fund and allocate match funding within the 2023/24 budget and/or apply to another grant fund.

C. FITTA Group – To consider request for Petanque Court, Fencing & Single Gate on Village Field.

RESOLVED: The Parish Council agreed, subject to securing funding and any permissions, to pursue the proposed Petanque Court, fencing and gate to be located next to the community garden on the Village Field. The Clerk to obtain quotes and identify potential grant providers for consideration.

1.4. Cedar of Lebanon tree – To consider accepting donation of the tree and agree planting location.

RESOLVED: The Parish Council agreed to accept the donation of the Cedar of Lebanon tree when the proposed Petanque Court has been installed.

1.5. Annual Playground Inspection – To receive Inspection Reports and consider W/Group recommendations to Inspection Report findings (refer to supporting documents).

RESOLVED: The Parish Council agreed to undertake the following recommendations: -

- The Handyman to maintain/repair/monitor general low-risk findings to keep assets in good order.
- Adjust seat clearance of Basket Swing and replace secondary shackles.
- Maintain and monitor the Climbing Frame at Weel pending a decision from the Secretary of State, including cleaning the frame, removing weeds, and replenishing the bark surface.
- Raise the basket swing to recommended height and to replace the secondary shackles.
- Replace netball and basketball nets.
- Consider updating Village Hall Play Area signage to include outdoor gym equipment once additional fencing is installed.
- Consider painting the Teen Shelter and Zip Wire Frame in 2023/24.
- Consider replacing the Tom Thumb Multi Play Unit in 24/25 to include accessible equipment.
- Consider replacing the Flymobile Roundabout in 24/25 to include accessible equipment.
- Consider replacing the Gyro Spiral and surface in 24/25.

The Parish Council agreed to obtaining quotes to undertake the following works in 2022/23: -

- Replacement of 3no Junior Swings seats and 2no. Nursery Swings seats.
- Inspection of Zip Wire cable and traveller.
- Repairs to cracks on the double MUGA Court surface based on advice from installer.
- Replacement of bike shelter top canopy with corrugated steel or similar.

2. Routh Wind Farm Community Fund – No report received.

3. Defibrillator Group – No report received.

4. Village Hall – No report received.

168/22 GRANT FUNDED PROJECTS – To receive updates: -

1. The Community Woodland Orchard & The Jubilee Streetscene (RWF) – To consider Youth Club volunteering to help plant bulbs and hedgerow.

RESOLVED: The Parish Council granted approval to invite Tickton Youth Club to help with planting.

2. Accessible Swing Seat Project – To accept SSE Dogger Bank Wind Farm Grant Offer of £698.

RESOLVED: The Parish Council accepted the grant offer.

169/22 CONSULTATIONS – None received.

170/22 CORRESPONDENCE* – To consider and approve any actions relating to: -

1. ERNLLCA: Newsletter(s); **Cllr Recruitment Pack** – To consider May 2023 Election promotion.

RESOLVED: To promote Cllr Recruitment in the next edition of the Community Magazine.

2. ERYC: CCTV Funding – noted.

3. ERYC: Help and support for households across the East Riding with the cost of living – it was noted that local 'Welcome Places' and support information has been collated and shared through the parish council website and noticeboards.

4. ERYC: Temporary Road closure for St Pauls Drive - commencing 21.11.22. – noted.

5. EA: Newsletter & Winter Campaign – noted.

6. Boundary Commission for England 2023: Boundary Review - noted.

7. Any other correspondence (to note only).

171/22 CLERKS REPORT – to receive any updates and dispose of resolutions.

Resolutions noted as disposed: -

Min. Ref.	Description	Comments
030/22 7.	Wooden Step – Hull Bridge Footbridge onto Embankment	Steps, fence, and posts replaced.
060/22 3.	PSPO; 3 ERYC signs for each entry point to the MUGAS (£0)	Installed.

117/22 2.	BT Payphone Box - Main Street (030/22 8.).	BT to replace 1no. broken window. No budget to replace all windows/signage.
134/22 2.6.	Hull Bridge Bus Shelter.	Valet completed.
135/22 1.1.	The Community Woodland Orchard (RWF); Bulbs.	Order received.
135/22 2.2. a)	The Jubilee Streetscene (RWF); Bulbs.	Order received.
135/22 2.2. b)	The Jubilee Streetscene (RWF); Wild-flower seeds.	Order received.
135/22 2.3.	The Jubilee Streetscene (RWF); Volunteers	Tickton Primary School.
139/22 1.	Village Hall Jubilee End of Grant Report.	Balance received.
149/22 1.	Grounds Maintenance 2022	Successful contractor informed.
149/22 2.	Laying of the Wreath(s), Silent Soldiers & FITTA Groups War Memorial Poppy Display	Completed.
151/22 1.1.	Proposed Community Café/Warm Space	Local provision added to website, noticeboards & AAT.
152/22 2.1.	The Jubilee Streetscene (RWF)	Licences returned to ERYC.
152/22 2.2.	The Jubilee Streetscene (RWF); tree planting compost	Order received.
152/22 3.1.	Tree planting (19 No.) - Community Woodland Orchard & Jubilee Streetscene	Volunteer recruited following Risk Assessment.
152/22 3.1.	Tree planting (19 No.) - Community Woodland Orchard & Jubilee Streetscene; grounds maintenance contractor to support tree planting.	Contractor not available on date. volunteers recruited.
152/22 3.1.	Tree planting (19 No.) - Community Woodland Orchard & Jubilee Streetscene	Actioned.
156/22 1.	Internal PC Audit Quarter 2	Deferred; Nov. mtg.

1. Standing Orders – To approve changes to Standing Order 18. Financial Controls and Procurement.

RESOLVED: Approved.

2. Main Street, Tickton – Slipped roof tiles reported; passed to ERYC for investigation – noted.

3. Routh Bus Shelter – Broken glass window reported to ERYC – noted.

172/22 FINANCE

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

RESOLVED: The PC approved the report.

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

Payments	Net (£)	VAT (£)	Gross (£)
S Rogerson T/A Bubble Publishing - Community Magazine	£100.00	£0.00	£100.00
ERNLLCA - Training	£55.00	£11.00	£66.00
GRPL Cleaning Services - Hull Bridge Bus Shelter	£124.00	£0.00	£124.00
Green Thumb Beverley - Lawn Treatment	£18.75	£3.75	£22.50
The Play Inspection Co. Ltd - Annual Playground Inspection	£218.85	£43.77	£262.62
Getextra Ltd - Website/Domain/Email	£296.00	£59.20	£355.20
East Riding Horticulture Ltd - Wildflower seeds, tree compost	£95.00	£19.00	£114.00
M Middleton - Taylors Bulbs - Community Orchard Project	£84.00	£16.80	£100.80
M Middleton - Taylors Bulbs - Jubilee Streetscene Project	£248.00	£49.60	£297.60
Employment costs and reimbursements	£1,844.05	£3.60	£1,847.65
Repayment	Net (£)	VAT (£)	Gross (£)
Tickton Village Hall - Jubilee Grant Refund			£60.36
Income	Net (£)	VAT (£)	Gross (£)
Nat West Bank Interest			£3.16
ERYC – Precept 50%			£17,000.00

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

3. Budget 2023/24 – To approve Finance Budget meeting date.

RESOLVED: The Parish Council agreed to hold the Finance Budget meeting on Monday, 12 December to follow the Ordinary meeting of the Council.

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.

173/22 STAFFING MATTERS

1. Employment costs - To approve costs presented in the Financial Report.

RESOLVED: Approved.

2. Workplace pensions - To note re-enrolment due by 31 March 2023 (ERVAS).
Noted.

3. 2022/23 National Salary Award

The Council noted the 'cost of living' increase of £1 per hour and backdated pay to 1st April 2022. With effect from 1 April 2023, an increase of one day to all employees' annual leave entitlement.

4. Review of Employee Salaries 2023/24 – To consider approving Personnel Committee recommendations referred to in the report.

RESOLVED: The PC approved the Personnel Committee recommendations to commence April 2023: -

Clerk – NJC Scale Point 17 plus NJC National Salary Award

Handyman – NJC Scale Point 6 plus NJC National Salary Award

174/22 DATE OF NEXT MEETING(s): The Ordinary Meeting of the Parish Council will be held on Monday, 12 December 2022 in the Village Hall.

The Minutes were signed as an accurate record at the meeting held on the 12 December 2022.