



Minutes of the Ordinary Meeting of Tickton & Routh Parish Council held on **Monday, 18 September 2023** at 7:30pm held in Tickton Village Hall, Main Street, Tickton.

Present: Councillors: Sinkler (in the Chair); Caley; Cox; Dickson; Hadley; Hall; Hallett; Oliver & Warren.

In Attendance: The Clerk, Mrs Michelle Middleton

Apologies: Councillors: Cross & Vickers
Ward Councillor Paul Smith
Humberside Police

Absent: None

Public: Two members of the public.

One member of the public was in attendance as an observer and a second member of the public was in attendance in relation to planning application number 23/02306/PLF.

061/23 **APOLOGIES** - To receive apologies for absence.
Cllrs. Cross and Vickers.

062/23 **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 Hadley recorded a non-pecuniary interest in agenda item 15 (Minute ref. 073/23) as Tickton Village Hall Trustee.

063/23 **TO RECEIVE THE EAST RIDING WARD COUNCILLOR(S) REPORT**
The Ward Councillor is progressing all matters raised and shall report at the next meeting.
ERYCs response relating to data or information to support any intervention from Highways England to improve traffic flow and access to and from the A1035 is recorded under Minute Ref. 067/23 2.3.

064/23 **MINUTES**
To approve the minutes of the Parish Council meeting held on 17 July 2023.
RESOLVED: The minutes of the Parish Council meeting held 17 July 2023 were approved as a true and correct record.

065/23 **COMMUNITY SAFETY**
1. To note any incidents/crimes reported – none recorded.
2. **Neighbourhood Watch** – To consider assigning a PC Crime Prevention Representative/Officer
RESOLVED: To invite the ERYC Community & Crime Reduction Resilience Officer to the next meeting.

066/23 **PLANNING**
1. Planning Applications – to note comments submitted in accordance with scheme of delegation to meet ERYCs time frame.
1.1. 23/01743/STPLF - Land East Southwest And West Of Tickton Bridge Plantations, Main Road, Routh - Erection of 1 POC Mast, control room and connection to an existing 132kV Suspension Tower and construction of 2 vehicular accesses in relation to approved application 22/00824/STPLF (PC comments by 10.8.23)
COMMENTS: No Objection.
1.2. 23/01924/CLE - Storkhill Farm, Hull Bridge Road - Change of use of land for the siting of a lodge which falls within the definition of 'caravan' for the purposes of planning (PC comments by 15.8.23)
COMMENTS: The Parish Council understands that the building in question has been used for the purpose of farming potentially for the last 10 years plus. This does not of itself detract the fact that this land is in open countryside.

Any use of this building for commercial gain would be contrary to the definition of open countryside. We therefore strongly object to any development that would constitute anything other than agricultural use and would recommend that a condition is applied to this effect i.e. not to be used for holiday let(s) due to the impact that this would have on existing residents and the additional traffic on the A1035. Please refer to planning application 21/04336/PLF for the Parish Council comments on traffic and pedestrian mitigation.

1.3. [23/02290/CLE](#) – Westmead, Weel Road, Weel - Certificate of lawfulness for erection and use of a dwellinghouse in Class C3 (PC comments due 8.9.23)

COMMENTS: No comment.

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

2.1. [23/02306/PLF](#) Land West Of Cherry Lane Garden Centre, Hull Bridge Road - Erection of coffee shop/drive-thru unit with associated access, Electric Vehicle Charging facility, landscaping and drainage works. (PC comments due by 2 October 2023).

RESOLVED: The Parish Council strongly object and call in to Committee for consideration due to the proposed development being in the open countryside and outside the development limits of Tickton.

Tickton is a parish entirely separate to the town of Beverley and does not constitute an ‘edge of centre’ to Beverley.

Whilst in exceptional cases applications for ‘sustainable development’ can be considered in the open countryside, there must first be an identified need.

There is no need for a coffee shop in this location. Drive-through coffee is available at several locations around Beverley and the wider area e.g., Leven and Bishop Burton. Starbucks already has a town centre presence 1 mile away in the centre of Beverley. In addition, there is a café at Cherry Lane Garden Centre (adjacent to the site) which offers both eat-in and take-away facilities 7 days per week.

The site lies mainly within Flood Risk Zone 3 – a zone which development should only be permitted in exceptional circumstances. The site regularly suffers from surface water flooding – often subject to puddling - and the level of impermeable surfacing required by this project would require substantial under and overground infrastructure in order to manage both surface and foul water.

The site slopes away from the A1035 and impermeable surfacing in heavy rainfall would run down to the proposed building, notwithstanding the drainage plan submitted.

The flood risk assessment suggests that ‘further assessment against the Sequential or Exception Test may be required. This should be confirmed with (LPA) prior to development of the site’. A flood risk assessment which does not address the sequential or exception test does not appear fit for purpose.

The application suggests that the use of the site is ‘less vulnerable’ i.e., commercial, yet the application also includes EV charging points. It is not advisable to locate EV charging points in Flood Risk Zone 3. Charging points are available at several premises in the local area.

The proposal to install a pedestrian refuge on the busy A1035 is entirely inappropriate and would require significant road widening to accommodate safe refuge whilst not impeding the frequent wide loads using the road. Widening the road would adversely impact the pre-existing bus stop on the eastbound carriageway. Installing a pedestrian refuge would effectively stop the residents of 222 Hull Bridge Road exiting their drive and turning right. All properties opposite the proposed vehicular entrance would be negatively impacted when entering or leaving their properties.

Visitors to the site would be largely by car. The proposal does not constitute sustainable development. There are very limited bus services to the location and those wishing to use a Starbucks coffee shop would prefer to use the one in the centre of Beverley, rather than a location 1 mile outside the town. Bus infrequency would mean that employees cannot travel sustainably. Employees wishing to travel on foot would often have to walk on unlit footpaths during the hours of darkness and cross a busy main road. Cycle access without an appropriately sized pedestrian refuge would also be dangerous.

Local knowledge suggests that the number of accidents generated at the Cherry Lane Garden Centre entrance would be replicated at this site. Those specified in the application do not include all of the frequent minor shunts which occur in this location. In addition, hazardous manoeuvres occur where drivers exit Cherry Lane to the left then perform a U-turn in Hull Bridge Road close to a children’s nursery in order to avoid turning right towards Beverley.

A commercial enterprise which would require significant lighting would generate light pollution as well as noise and litter pollution in the open countryside.

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

3.1. 23/00885/PLF – Land West Of Unit 1, Weel Road, Tickton – Erection of 2 commercial/industrial storage buildings – **Approved.**

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

4.1 23/00855/UWORK3: Land West Of Red Cottage 1, Weel Road – Building Works – noted.

4.2. 22/00513/UNUSE3 - Little Storkhill Farm - Part 4, Class A of the General Permitted Development Order allows for temporary use of land, buildings and hard standing on adjacent land.

ACTION: To request the storage containers be removed from site as development is now completed.

067/23 **PARISH MATTERS** – To receive updates and approve any actions: -

1. Butt Lane Ditch including ERYC High Pressure Jetting and CCTV Investigation Works
ERYC and IDB to meet to consider the results of the survey.

RESOLVED: The PC agreed to Cllrs Oliver and Sinkler attending the meeting.

2. Traffic Management/Highways

2.1. Weel Road

The ERYC Infrastructure team estimate work commencing towards the end of 2023-24 and is expected to be undertaken in a phased approach over several years.

2.2. Proposed Speed Survey (Main Street)

ERYC Traffic Management aim to order the next batch of surveys by the end of September.

ERYC Highways invited Tickton Primary to draw speed awareness signs, laminate, and fix to the 4No. plates under the 20mph signs outside school.

ACTION: Clerk to inform Tickton Primary School.

2.3. Road Infrastructure (A0135)

Ongoing with the support of Ward Councillor Smith.

ERYC confirmed that there are no plans to upgrade the A1035 route as although traffic can sometimes be congested the usage level is not excessive when considered against other A roads in the County. The daily traffic count is currently around 20,500. National Highways (previously called Highways England) would not be involved in any works on the A1035 as they only look after motorways and trunk roads e.g., A63.

3. Anaerobic Digestor – Leven

No update.

4. Field View Solar Farm Community Benefit Fund

No update.

5. Tree Safety Inspection Report – To receive report and consider any recommendations

The inspection report confirmed that all trees on land owned or managed by the Parish Council were in good condition and no works were recommended.

ACTION: The Clerk to request ERYC to investigate the overhanging trees on Carr Lane.

6. The Orchard Play Area Refurbishment – It was noted that ERYC contractors are scheduled to commence the refurbishment.

068/23 **CONSULTATIONS** – To consider a response to: -

1. ERYC: Community Governance Review (comments due by 30.9.23)

RESOLVED: The Parish Council strongly object to the proposal, under the Community Governance Review, to combine Tickton and Routh into one parish council, comprising two parish wards. The Parish Council request a meeting with ERYC and Ward Councillors to discuss the legal status of the Parishes as they are currently configured.

In terms of councillor numbers, the Parish Council strongly objects to any reduction in councillor numbers. The nature of our 5 settlements, the number of residents within each settlement and large geographical area covered by our parishes would make it impossible to provide a service for our residents. We are all volunteers and reducing the number of councillors to do the work would certainly lead to less volunteers coming forward, and a worsening of services to parishioners.

Unlike many parishes, Tickton & Routh has never carried a vacancy for more than a year.

2. ERNLLCA: NALC consultation on Local Plans (comments due by 22.9.23) - Noted.

3. Cornerstone: Pre-planning Consultation - Proposed upgrade to radio base station installation - Molsworth Grange, Hull Bridge Road (comments due by 25.9.23) - Noted.

069/23 **CORRESPONDENCE**

1. ERYC: Bus Partnership Event 13.10.23 – To consider/note attendance.

RESOLVED: Cllr Vickers to attend and report any recommendations to full council.

2. ERYC: Active Bystander Training 07.11.23 – To consider/note attendance.

RESOLVED: Cllr Vickers to attend and report any recommendations to full council.

3. ERYC: Joint Local Access Forum 20.9.23 – To consider attendance - Noted.

4. ERYC: Standards Committee - Vacancies for Two PC Reps – To consider applications by 8.12.23. - Noted.

5. Tickton Grange Hotel – To consider networking event invitation and proposed meeting.

RESOLVED: Cllr Vickers to attend the networking event and report any recommendations to full council.

6. Any other correspondence (to note only).

6.1. ERNLLCA: August Newsletter – noted.

6.2. IDB: – Use of noticeboard - Notice of Conclusion of Audit – noted.

6.3. Resident(s): Comments relating to planning application [23/02306/PLF](#) Land West Of Cherry Lane Garden Centre – noted.

6.4. Resident: Dog control – noted.

070/23 **DEVELOPMENT PROJECTS 2023-24**

1. RWF Jubilee Grant – To receive update and consider quotation to purchase and install a litter bin.

RESOLVED: The Clerk to raise an order for a litter bin from ERYC at a cost of £377.16 + VAT. The PC agreed to fund the remaining balance up to £15.

2. Replacement & Restoration of the Play Area – To receive updates.

The Clerk is continuing to apply for grant funding to complete this project.

3. Pétanque Project & Open Day

3.1. To receive update on project and funding.

The Clerk provided a project update.

A grant offer from the East Riding Community Action Grant of £1,100 was received and accepted in accordance with Minute Ref. 039/23 b). A further £200 from anonymous grants together with £100 from The Whymant Family.

Total funding secured to date for both the Petanque Project and Open Day is £25,678.97.

3.2. To note appointment of Contractor in accordance with Minute Ref. 039/23 c)

In accordance with Minute Ref. 039/23 c) L&K Warcup Construction Ltd was appointed to undertake the installation of the Petanque terrain, fencing, gates and benches at a cost of £21,984 + VAT. The decision was based on best value and contracting the work to a local company.

3.3. To consider final position of fencing and any other requirements.

Councillors met on site to consider the preferred location of the play area fencing.

RESOLVED: To install the play area fencing on the southern boundary of the Petanque terrain and remove the bunds. The Clerk to investigate use or removal of excess topsoil.

3.4. To approve the quotation for minor adaptations identified at meeting with interested parties (Minute Ref. 039/23 d).

The PC considered the quotation aimed at improving access, drainage, and accessibility for all users.

RESOLVED: The PC granted approval to instruct L&K Warcup Construction Ltd to include the minor adaptations at a total cost of £2,248 + VAT. The PC agreed to pay for the anticipated shortfall of £512 + VAT from the Coronation Budget if any additional external funding was not secured.

3.5. To consider a name for the Petanque Terrain.

The PC considered a range of suggested names for the terrain.

RESOLVED: The PC agreed to name the terrain 'Coronation Petanque Court – for the community'

3.6. To consider quotation for the Village Field Signage and agree to the clerk raising the order for the final designs in consultation with the PC.

RESOLVED: The PC approved ERYCs quotation to replace and install new signage at a cost of £1,204.66 + VAT. The Clerk to design the new signage in consultation with the PC.

3.7. To consider quotations and agree to the clerk raising orders for set of 3 recreational pétanque boules x 4; Rigid Hoops x 8; Scoring Boards x 4 and Storage Unit

RESOLVED: The PC approved DC Petanque quotation for set of 3 recreational pétanque boules x 4; Rigid Hoops x 8; Scoring Boards x 4 at a cost of £351.50 and 1 No storage unit from Sack Trucks at a cost of £133.29 + VAT.

3.8. To consider provisional date(s) for the open day and agree to the clerk booking the Village Hall and purchasing open day refreshments.

RESOLVED: The PC agreed to hold the Open Day on Sunday, 26 November 2023. The Clerk to book the Village Hall at a cost of £100 and purchase open day refreshment at a cost of £50.

3.9. To consider quotation and agree to the clerk raising the order for promotional material including 10 x A4 posters and 700 A5 Leaflets.

RESOLVED: The PC approved ERYCs quote to supply 10 x A4 posts and 700 x A5 leaflets at a cost of £119.81 + VAT. The Clerk to contact Bubble Publishing to establish if the leaflet could be delivered to households with the community magazine.

071/23 **PC REPRESENTATIVE REPORTS** – To receive any updates.

1. Leven Carrs Wetland Landscape Recovery Project (037/23 6.)

The update was noted. Albanwise plan to produce a quarterly newsletter for circulation.

2. Molescroft Parish Council meeting (037/23 7.)

The update was noted.

072/23 **CLERK'S REPORT**

1. Whole Council Training with Leven & Rowley PCs – To note change of date and venue.

The training will be held on Monday, 30 October 2023 at 6:30pm, Tickton Methodist Chapel.

2. New Website – To receive update and consider document transfer time.

The update was noted.

RESOLVED: The PC agreed to move the item for consideration under Part II.

3. To receive any other updates.

3.1. Zipwire - To note the Clerk's decision to appoint the manufacturer, Wicksteed Leisure Ltd, to repair the zipwire at a cost of £812.96 + VAT in accordance with Minute Ref. 054/23 2. The work has been completed.

3.2. Heritage Mural Mosaic – The group would like to include the name of all current Councillors on the perimeter 'letter' tiles.

ACTION: The Clerk to liaise directly with individual Councillors.

4. To dispose of resolutions.

Minute No.	Resolution	Action
197/23 3.	Parish Council Tree Survey The PC approved the quotation of £265 and appointed Mark Feather to undertake tree survey. The allocated budget to be transferred and held in Ear Marked Reserve 'Tree Management Fund' until 23/24.	Completed.
217/23 1.2.	ERYC King's Coronation Community Fund The PC agreed submit a grant application to the ERYC King's Coronation Community Fund for £500 towards the costs of purchasing a commemorative coin.	Project completed and end of grant report submitted.
249/23 3.	Carr Lane - Signage The PC agreed to investigate signage on the Methodist Chapel and any other private property on Carr Lane.	Carr Lane signage completed.
250/23 1.	Community Coronation Group The Parish Council appointed Cllr Oliver to lead the event and to recruit volunteers to assist with packing and distributing the children's gift bags. The clerk was granted delegated authority to purchase any additional items not exceeding the allocated Coronation budget.	Event completed.
252.23 1.2.	Accessible Swing The project to be reported on the website, AAT, community magazine and end of grant reports to be submitted to the Doggerbank and the Routh Wind Farm Community Funds.	Project completed and end of grant reports submitted.

033/23 1.1. 033/23 1.2.	Planning Applications 23/01043/STVAR 23/00265/PLF	Comments submitted to ERYC.
034/23 3.	Anaerobic Digester – Leven (019/23 3.) The PC agreed that Councillor Warren attend meetings and report back any updates and matters that may require a PC decision.	Actioned.
034/23 4.	Coronation Group (250/23 1.) The PC appointed Cllr Oliver PC representative to the Heritage Mosaic Mural Group. The PC agreed to advertise the Heritage Mosaic Mural project on the website	Actioned.
034/23 6.	Carr Lane - Signage (249/23 3.) The PC agreed to the clerk obtaining the sign from ERYC Highways and arranging installation in consultation with the Chapel.	Actioned.
035/23 2.	Highways The PC agreed that the Development W/Group approach Ward Cllrs regarding the road infrastructure issues following the meeting with ERYC Highways.	Actioned.
036/23	RWE Dogger Bank South Statutory Consultation The PC granted approval for the Planning W/Group to review the RWE Dogger Bank South Consultation and present any recommendation for approval at the next meeting.	Actioned.
037/23 6.	Albanwise: Leven Carrs Wetland Landscape Recovery Project To consider request to attend meeting - Approved.	Completed.
037/23 7.	Molescroft Parish Council The PC agreed to the Development W/Group arranging an initial informal meeting and to report back any recommendations to full council.	Completed.
039/23 1.	Pétanque Court a) the virement of £720 from the PC community fund towards the costs of the pétanque court. d) the Chairman and the Development Working Group to arrange a meeting with interested parties to update on progress, proposed terms of use and consider any final minor changes within the scope the specification and available funding.	Actioned.
044/23	Co-option The PC agreed to co-opt Paula Cox. The Declaration of Acceptance of Office was signed by Cllr Cox and witnessed by the Clerk. The Register of Interest form to be completed and returned to the Clerk within 28 days.	Completed.
049/23 4.	Carr Lane – Signage The PC approved the quotation and agreed to order 2no. signs at a cost of £80.76 + VAT from The Sign Shed.	Completed.
049/23 6.	Remembrance 2023 The PC agreed to order 4No. wreaths from the Royal British Legion and to the Clerk purchasing materials for any street decorations.	Completed.
049/23 7.	War Memorial The PC approved the quotation and appointed WP Everingham & Son Ltd to replace the number '9' and the letter 'I' on the War Memorial at a cost of £80 + VAT.	Completed.
049/23 9.	Tickton Village Hall The PC agreed to donate £10 towards the cost of the tile depicting T&RPC in the Heritage Mosaic Mural (S145).	Completed.
049/23 10.	Planter & Asset Maintenance The PC agreed to award Tickton Village Hall a grant of £50 towards the costs of the PC using the Village Hall water supply for planter and asset maintenance.	Completed.
051/23	Adopt a planter The PC approved the amended motion to request that residents and community groups consider 'adopting' planters near their homes by ensuring they are kept watered. The PC agreed to advertise this proposal in the next edition of the community magazine.	Actioned.

052/23 1.	RWE Dogger Bank South Statutory Consultation No comment.	Item closed.
052/23 2.	National Highways and Transport (NHT) Public Satisfaction The PC agreed to the Clerk completing the survey in consultation with member of the Development Working Group.	Completed.
052/23 3.	2024 East Riding Stages Rally Consultation No comment.	Completed.
053/23 2.	Operational Play Equipment Training The PC agreed not to undertake the Operation Play Equipment Training at this time.	Item closed.
053/23 6.	Name Bank Top Up Request The PC agreed not to submit any additional names.	Item closed.
054/23 2.	Zip Wire The PC agreed to the Clerk appointing the contractor to repair the zip-wire on receipt of satisfactory quotation.	Actioned.
054/23 3.	Village Play Area Wetpour Surface The PC agreed to the Handyman utilising the wetpour repair kits to fill in any surface gaps and review together with any proposed development in 2024-25.	Temporary repair completed.
054/23 5.	Website & Anti Malware Service The PC granted approval for Getextra Ltd to supply the website anti-malware service at a cost of £50 + VAT.	Actioned.
057/23 1.	Financial Controls The PC approved the Audit Checklist.	Actioned.
058/23	Co-option The PC agreed to co-opt Stephen Hall. The Declaration of Acceptance of Office was signed by Cllr Hall and witnessed by the Clerk. The Register of Interest form to be completed and returned to the Clerk within 28 days.	Completed.

073/23 FINANCE & GOVERNANCE

1. PC name badges – To consider ordering from ERYC at a cost of £4.30 + VAT per badge.

RESOLVED: The PC agreed to purchase name badges from ERYC at a cost of £4.30 + VAT. The Clerk to establish if passport photographs are required.

2. External Audit Report 2022-23 – To receive report and approve Notice of Conclusion of Audit dates. The External Audit Report was received; no matters raised.

RESOLVED: The PC approved the Notice of Conclusion of Audit dates to include 12.8.23 to 30.9.23.

3. Financial Report and Payments – to receive, consider and approve

Delegated Payments - August	Net (£)	VAT (£)	Gross (£)
The Sign Shed Ltd - Signage	80.79	16.16	96.95
JRB Enterprise Ltd - Dispenser Dog bags	290.40	58.08	348.48
ERNLLCA - Planning Training Cllr Warren	20.00	4.00	24.00
PKF Littlejohn LLP - External Audit Fee	315.00	63.00	378.00
S Rogerson T/A Bubble Publishing - Community Magazine	100.00	-	100.00
WP Everingham & Son Ltd - Tickton War Memorial Lettering	80.00	16.00	96.00
Employment costs + reimbursement (Wreaths/Mobile phone)	1,223.53	13.33	1,236.86
Payments			
Tickton Village Hall – Room Hire (May, June & July)	50.00	-	50.00
East Riding Group Ltd – In Liquidation – Grounds Maintenance (Invoice No. 18661 dated 24.8.22 cheque number 2081 not presented to the bank)			698.00
Phoenix Accountancy & Business Consultancy Ltd – Payroll/Pension Processing	36.00	7.20	43.20
Employments costs (Q2)	1,467.24	-	1,467.24
2022-2023 Payments – To record late presentation to bank			
Cheque No. 2058 dated 16.05.22 authorised under Minute reference 092/22.	150.00	-	150.00

Income - July			Gross (£)
Nat West Bank Interest - July			10.97
DIFEY Grant 50% - Petanque Project			2,479.49
Dogger Bank Wind Farm Grant 100% - Petanque Project			1,000.00
R Warren - Petanque Project Grant			250.00
Anonymous - Petanque Project Grant			200.00
FITTA Group - Petanque Project Grant			200.00
Income - August			
ERYC Grant 50% - Petanque Project			10,000.00
ERYC Grant 100% - Replacement & Restoration of the Play Area			8,500.00
Anonymous - Petanque Project Grant			100.00
The Whyment Family - Petanque Project Grant			100.00
Nat West Bank Interest – August			11.62

RESOLVED: The PC approved the payments presented.

RESOLVED: The PC approved the Financial Report and the Report recommendations: -

- a) the virement of £561.67 held in the Grounds Maintenance EMR to Grounds Maintenance Budget towards the payment requested by the Administrators in relation to unpresented cheque No. 2081 issued in 22-23.
- b) the virement of £150 from Coronation Year EMR to cover late presentation of cheque No. 2058 issued in 22-23.

074/23 **PRIVATE SESSION (PART II)** - To consider resolving to exclude the public and press under the Public Bodies (Admissions to Meetings) Act 1960 1 (2) for the next item(s) on the agenda as it relates to confidential or staffing matters.

RESOLVED: Approved.

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

RESOLVED: Approved.

2. Website – To consider document transfer time.

RESOLVED: The PC approved an additional 5 hours to the Clerk, to be reviewed.

075/23 **DATE OF NEXT MEETING(s):** The Ordinary Meeting of the Parish Council will be held on Monday, 16 October 2023 in the Village Hall.

The Minutes were approved and signed at the meeting held on the 16 October 2023.