



Tickton & Routh
Parish Council
Working and Playing Together

C/o Three Gables
260 Hull Bridge Road
Tickton
HU17 9RT

Mobile: 07563 155 095

Email: info@ticktonandrouth.org.uk

Website: www.ticktonandrouth.org.uk

NOTICE OF PUBLIC MEETING

MONDAY, 20 MAY 2024 - 7:00PM TO 7:30PM

Peartree Hill Solar Farm

To receive updates on the proposals and consultation from a representative of the proposed development.

Dear Councillors

You are hereby summoned to the Annual Meeting of Tickton and Routh Parish Council which will be held in the Small Room, Tickton Village Hall on **Monday, 20 May 2024 at 7:30pm**.

PUBLIC FORUM

Members of the public may make recommendations about matters to be discussed at the meeting or other items of public interest.

AGENDA

1. **ELECTION OF CHAIR FOR THE COUNCIL YEAR 2024-25**
2. **DECLARATION OF ACCEPTANCE OF OFFICE - CHAIR**
3. **ELECTION OF VICE CHAIR FOR THE COUNCIL YEAR 2024-25**
4. **APOLOGIES** - To receive apologies for absence.
5. **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.
6. **COUNCILLOR VACANCIES**
To note resignation of Cllr Warren.
To consider any applications for co-option (2 vacancies) and sign declarations of acceptance of office.
7. **SCHEME OF DELEGATION** – To review and approve.
8. **PARISH COUNCIL APPOINTMENTS** – To review and agree terms of reference and appointments:
 1. Personnel Committee (5)
 2. Finance Working Group (4)
 3. Parish Development Working Group (3)
 4. Planning Working Group (5)
 5. Bank signatories on all Council bank accounts (3)
 6. Financial Audit Representative
 7. Safeguarding Representative
9. **RECREATION GROUND TRUST**
 1. To review and approve arrangements for any works and associated costs by way of gift.
 2. To review and approve [Terms of Reference](#) and appointments.
10. **PARISH COUNCIL APPOINTMENTS TO OTHER BODIES**
 1. ERNLLCA District Committee Representatives (2)
 2. ERYC Town & Parish Council Network Meetings Representative
 3. Tickton Village Hall Management Committee Representative
 4. Tickton Defibrillator Group Representative
 5. ERVAS Payroll/Pension Representatives (2)
 6. Dogger Bank South Wind Farms Local Liaison Committee
11. **APPOINTMENT OF INTERNAL AUDITOR FOR 2024-25 ACCOUNTS**

12. **APPOINTMENT OF ROUTH WIND FARM COMMUNITY FUND REPRESENTATIVES FOR 2024-25**
13. **APPOINTMENT OF PARISH TRANSPORT CHAMPION FOR 2024-25**
14. **MEETING DATES FOR THE COUNCIL YEAR 2024-25** – To approve.
15. **GOVERNANCE 2024-25** – To review and approve:
 1. Standing Orders
 2. Financial Regulations
 3. Risk Assessments – Council and Health & Safety
 4. Policy & Procedures
16. **FINANCE 2024-25**
 1. **Insurance** – To renew Clear Council Insurance Policy
 2. **Asset Register** – To approve
 3. **Annual Rents & Charges** – To review and approve Allotments, GL Cullington Field/ Recreation Ground Charges for Use, Defibrillators.
 4. **Annual Subscriptions** – To review and approve subscriptions to ERNLLCA, SLCC, HWRA, Zoom & Open Spaces Society.
 5. **Direct Debit payments** - To review and approve DD payments to ICO & NEST.
 6. **Contracts** – To review and approve Annual Playground Inspection Rolling Agreement, Hull Bridge Bus Shelter Street Lighting SLA, Grounds Maintenance, and IT/Website Contracts.
17. **MINUTES**

To approve the minutes of the **Parish Council meeting held on 15 April 2024.**
18. **TO RECEIVE THE EAST RIDING WARD COUNCILLOR(S) REPORT**
19. **COMMUNITY SAFETY** – To receive information from Humberside Police, ERYC & Neighbourhood Watch.
20. **PLANNING**
 1. **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.
 - 1.1. Link: [24/01218/PLF](#) - 1 And 2 Manor Farm Cottages, Meaux Lane, Routh - Erection of two storey extension to rear and single storey extension to side following part demolition at rear of dwelling.
Planning Working Group Recommendation: No comment. If approved, the PC recommend 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.
 - 1.2. Link: [24/01123/PLF](#) – Evergreen, 296 Hull Bridge Road - Construction of replacement piers and motorised gates following demolition of existing (PC comments due by 29.5.24) - To consider a consultee response recommendation for full council approval.
Planning Working Group Recommendation: No comment.
 - 1.3. [24/00490/PLF](#) – Land North Of 74 Main Street – Erection of agricultural style garage following demolition/removal of existing semi-derelict barn buildings. **Withdrawn.**
 - 1.4. [24/00412/PLF](#) – Land South Of Butt Lane – Erection of a stable block with feed store. **Withdrawn.**
 2. **Planning Decisions** – to note any decisions received from ERYC.
 3. **Planning Appeals**
21. **PARISH MATTERS**
 1. **Butt Lane Ditch** – To receive update and agree any actions.
 2. **Flood Alleviation** – To receive update and agree any actions.
 3. **King Charles III Portrait** – To note receipt and to consider gifting to the Village Hall to display.
 4. **Play Equipment & Grant Offer** – To receive update and consider accepting Doggerbank Grant - £1000.
 5. **D-Day Grants** – To note RWF Grant Award – £750 and ERYC Grant Offer - £500.
 6. **D-Day 80 Anniversary Event 6 June** – To approve Risk Assessment and final event arrangements.
22. **MOTIONS PROPOSED BY COUNCILLORS**

Cllr Dickson propose that the PC considers advertising the [Community Speed Watch scheme](#) and expressions of interest from volunteers to form a local group.
23. **CONSULTATIONS** – To consider a response to:
 1. **The Local Government Boundary Commission** - ERY Ward Boundary Review (ending 15 July 2024).
 2. **ERYC** - East Riding Local Plan Update Examination Consultation (ending 25 June 2024).
24. **CORRESPONDENCE** – To agree any actions relating to:

1. **ERNLLCA:** Newsletter and Training
 2. **ERYC:** Town and Parish Councillors' bulletin – 10 May 2024
 3. **ERYC:** Town and Parish Council Liaison Meetings - Thursday 13 June @ 10am / Tuesday 18 June @ 5pm
 4. **ERYC:** Notice of Carriageway Patching Works 2024/25 - Weel
 5. **Resident:** Parking
 6. Any other correspondence (to note only).
25. **CLERK'S REPORT** – To receive any updates and dispose of resolutions.
26. **FINANCE 2023-24**
1. To receive and review the **Internal Auditor's Letter** Year Ending 31.3.24.
 2. **External Audit** – to consider the 2023-24 AGAR for submission to the External Auditor
 - 2.1. **Section 1: Annual Governance Statement** – to consider the questions and respond accordingly.
 - 2.2. **Section 2: Accounting Statements** – to consider and agree the account statement figures.
 - 2.3. **Electors' Rights** – to approve the dates for the Notice of Public Rights
27. **FINANCIAL REPORT** – to receive report and approve payments due

Payments	Net (£)	VAT (£)	Gross (£)
Clear Council Insurance	1364.44	0.00	1364.44
Beverley Rural Youth – Community Grant	100.00	0.00	100.00
Tickton Village Hall – Room Hire	20.00	0.00	20.00
S Rogerson T/A Bubble Publishing – Community Magazine	100.00	0.00	100.00
Mr T Wright – Internal Audit Fee	50.00	0.00	50.00
Employment costs & reimbursement	1313.57	7.66	1321.23
Income	Net (£)	VAT (£)	Gross (£)
Nat West Bank Interest			12.92
Northern Electric – Wayleaves			60.27
ERYC Precept 50%			18150.00

28. **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.
29. To discuss the footpath.
30. To approve employment costs presented in the Financial Report.
31. **DATE OF NEXT MEETING(s):** The Ordinary Meeting of the Parish Council will be held on Monday, 17 June 2024 in the Village Hall.

Michelle Middleton

Michelle Middleton (Clerk to the Council)

14th May 2024