



Tickton & Routh
Parish Council
Working and Playing Together

Minutes of the Ordinary Meeting of Tickton & Routh Parish Council held on **Monday, 15 January 2024** at 7:30pm held in Tickton Village Hall, Main Street, Tickton.

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

In Attendance: Ward Councillor Paul Smith – Agenda item 1 – 3 (Minute Ref. 125/24 – 127/24)
The Clerk, Mrs Michelle Middleton

Apologies: None.

Absent: Cllr Cross

Public: No members of the public.

The Chair of Trustees, Beverley Rural Youth attended the public forum to present a business case to support the Community Fund application considered under agenda item 17.1. / Minute Ref. 141/24 1.)

125/24 **APOLOGIES** - To receive apologies for absence.

None received.

The resignation of Cllr Hadley was noted.

RESOLVED: The PC thanked Cllr Hadley and agreed to send a letter.

126/24 **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.

Cllrs Caley and Sinkler declared a non-pecuniary interest in agenda item 17.3. (Minute Ref. 141/24 3.) as members of All Saints Church.

Cllrs Hallett and Vickers declared a non-pecuniary interest in agenda item 17.1 (Minute Ref. 141/24 1.) as Trustees of the Tickton Youth Club.

Cllr Hall declared an interest in agenda item 9. 1.1. (Minute Ref. 133/24 1.1.) due to residing near to the planning application site.

127/24 **TO RECEIVE THE EAST RIDING WARD COUNCILLOR(S) REPORT**

The Ward Councillor (W/Cllr.) updated on recent changes that has resulted in an increased workload.

Matters relating to the A1035, proposed footpath from the Garden Centre bus stop and the Leven to Beverley cycle path were reported as ongoing.

The W/Cllr. updated on Devolution. W/Cllrs. had not been given any additional information other than that published on ERYC website, nor on the mechanism of the consultation to give to Parish Councils. It was noted that it would initially include public transport, adult education, and brownfield development. The devolved councils can consider applying for funding to support other services at a later stage.

The W/Cllr. agreed to advise ERYC that the soil excavated to create soakaways on roadside verges would benefit from being levelled to prevent damage to grass cutters and other vehicles.

The W/Cllr agreed to establish the findings of any evaluation resulting from the £1.2m flood alleviation works undertaken by ERYC at Wilfholme and Hempholme.

The PC reported litter on verges along Meaux Lane.

128/24 **MINUTES**

To approve the minutes of the Parish Council meeting held on 11 December 2023.

RESOLVED: The minutes of the Parish Council meeting held on 11 December 2023 were approved as a true and correct record.

129/24 **COUNCILLOR VACANCY** - No applications were received.

130/24 **PARISH COUNCIL APPOINTMENTS** – To agree one Cllr appointment:

1. Personnel Committee

RESOLVED: Cllr Hall was elected to the Personnel Committee.

2. Finance Working Group

RESOLVED: Cllr Hall was elected to the Finance Working Group.

3. Planning Working Group

RESOLVED: Cllr Hall was elected to the Planning Working Group.

131/24 **COUNCIL APPOINTMENTS TO OTHER BODIES** – To agree one Cllr appointment:

1. ERNLLCA District Committee Representative

RESOLVED: Cllr Hallett was appointed ERNLLCA District Committee Representative.

2. ERVAS Payroll/Pension Representative

RESOLVED: Cllr Hall was appointed ERVAS Payroll/Pension Representative.

3. Tickton Village Hall Management Committee Representative

RESOLVED: To be appointed May 2024.

132/24 **COMMUNITY SAFETY & NEIGHBOURHOOD WATCH**

1. To note any incidents/crimes reported - None received.

2. To receive NHW Information – noted.

133/24 **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.

Cllr Hall abstained from discussion and voting on item 1.1. in accordance with Code of Conduct.

1.1. [23/03589/PLF](#) - Beech Croft, Chestnut Mews, Tickton - Conversion of existing detached double garage to annexe ancillary to dwelling (extension of time granted for comments to 16.1.23)

RESOLVED: The Parish Council object due to the development being out of keeping with the street scene and would reduce parking facilities to Beech Croft. If the Council is minded to approve, the Parish Council request a condition so that the annexed double garage conversion would never be a dwelling in its own right.

1.2. [23/03473/CM](#) - Land South Of Catfoss Pig Farm Catfoss Lane Brandesburton - Construction of an asphalt plant and associated works including siting of a container for plant workshop, erection of an external shower unit, erection of an office block and toilet block, alterations to and change of use of existing workshop building and change of use of existing dwelling for purposes ancillary to the use of the asphalt plant (Revised scheme of 22/03433/CM)

RESOLVED: The Parish Council object due to the development being in the open countryside and outside the development limits. There is a potential adverse effect on local tourism. Noise pollution as well as danger from harmful toxic emissions, dust, and odour. This constitutes heavy industry which is not compatible with other local industries. The local road network is already over capacity and any additional HGV movements would create hazard and congestion. The A1035 is a vital arterial route in the region and any accidents occurring on it create diversions of many miles and down wholly unsuitable roads for traffic at volume. This development would be better suited to a location close to rail links and motorway networks for ease of distribution.

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

2.1. [23/02887/PLF](#) – 28 Main Street, Tickton – Increase in roof height and construction of dormer to front (Revised Scheme) – **Approved**.

2.2. [22/03366/OUT](#) - Land North Of 74 Main Street, Tickton - Outline - Erection of a dwelling following removal of disused workshop and outbuildings (All matters reserved) – **Withdrawn**.

2.3. [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 – **Refused**.

3. Planning Appeals & Hearing

3.1. [20/00001/REFUSE/22/00023/ENFORC](#) - Land north of Red Cottage, 1 Weel Road and Land west of 1 & 2 Weel Road, Tickton – To note that the hearing will commence at 10:00 hrs on 17 January 2024 and will be held at County Hall, Cross Street, Beverley. In the event the Informal Hearing cannot take place as an in-person meeting, arrangements will be in place for a virtual event. If you require the link to the

virtual meeting in such circumstances, please contact planning.appeals@eastriding.gov.uk as soon as possible prior to the event.

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

134/24 **PARISH MATTERS** – To receive updates and approve any actions: -

1. Butt Lane Ditch – To receive consultation outcomes relating to preservation of any trees and agree response to ERYC/IBD.

RESOLVED: The PC agreed to inform ERYC and the IDB that residents would prefer to retain as many trees as possible. Trees of particular importance to residents were marked yellow. The PC to request that ERYC/IDB consider removing any unmarked trees, including tree stumps, bushes, and vegetation to gain access to undertake any proposed works on the ditch.

2. Storm Henk – To consider impact and agree any actions to alleviate potential flood risk.

RESOLVED: The PC to write a letter of concern to Ward Councillors, MP, the Environment Agency, and cc IDB.

3. Highways/Traffic Management

3.1. A1035 – To receive updates and to agree to any actions.

ACTION: To include Highway Warning Signs - Pedestrians Crossing on next PC meeting agenda.

3.2. Cycle Path (Beverley to Leven) – To receive updates and to agree any actions – ongoing.

3.3. Weel Road – To note project briefing note from ERYC – noted.

3.4. Weel Village to HRC – It was noted that potholes and traffic management issues associated with closed HRC were reported to ERYC under delegated authority.

4. Weel Planter – To note removal of plants and to consider purchasing replacement perennials.

The PC thanked a donor for the generous donation to fund the cost of replacing the plants in Weel.

RESOLVED: The Clerk to purchase replacement perennials up to the value of the donation.

135/24 **CONSULTATIONS**

1. ERYC: Devolution consultation open until 27.2.24.

RESOLVED: To request that ERYC improve Devolution communication with the public, especially those who may not have access to the internet.

RESOLVED: To request that ERYC consider circulating invitations with at least 3 clear days' notice to support Parish Cllr. attendance at events and webinars

2. ERYC: Draft Sustainable Transport SPD Update Consultation open until 19.2.24.

RESOLVED: The Clerk and Parish Transport Champion to complete the consultation.

136/24 **CORRESPONDENCE** – To consider any response to: -

1. ERNLLCA: Climate Change and NALC Legal Update - noted.

2. ERYC: Climate Change Strategy Q&A: Resources and further information – noted.

3. Any other correspondence (to note only)

137/24 **MOTIONS PROPOSED BY COUNCILLORS**

1. Cllr Oliver proposes that the PC consider arranging a meeting with ERYC Planning Enforcement to discuss development on the Field west of Red/Green Cottages on completion of the Appeal Hearing.

RESOLVED: The PC approved the motion to arrange a meeting with ERYC Planning Enforcement to discuss development on the Field west of Red/Green Cottages on completion of the Appeal Hearing.

138/24 **DEVELOPMENT PROJECTS** – To receive updates and agree any actions: -

1. Replacement & Restoration of the Play Area 2023-24

1.1. To note ERYC Active Creative grant award and acceptance of £1000 payable on completion – noted.

1.2. To note grant application submitted to the Smile Foundation for £1500 and Dogger Bank for £1000 – noted.

1.3. To approve delegated powers to the Clerk to accept any grant offers.

RESOLVED: Approved.

1.4. To approve delegated powers to the Clerk to instruct contractors once funding is confirmed.

RESOLVED: The Clerk to instruct Streetscape Products & Services Ltd to replace the play equipment at a cost of £11,495 + VAT (Quote Ref. No. 2 in Minute ref. 055/23 2.).

2. Pétanque Project

2.1. To receive project update and agree any actions.

It was noted that the pétanque court is complete and the insurance company has been informed. The contractors are awaiting additional fencing to complete the section from the court to the church wall.

2.2. To note receipt of funding from Tickton WI.

The PC thanked Tickton WI for the generous donation of £309.60 towards the costs of the pétanque project.

RESOLVED: The PC agreed that the virement from the Coronation Budget of £512 agreed under Minute Ref. 070/23 3.5. be reduced by £309.60 to £202.40 to cover the current anticipated shortfall.

3. Accessible Pathway

3.1. To note grant application submitted to the RWF Community Fund for £1k – noted.

3.2. To grant the Clerk delegated powers to accept any grant offer.

RESOLVED: Approved.

4. The Orchard Stage II

4.1. To note Tree Council grant offer received and accepted for £477.66 to meet terms and conditions – noted.

4.2. To approve quotes from Henley's for hedgerow plants at a cost of £263.50 + VAT and biodegradable tree guards and canes from Farm & Garden Supplies at a cost of £214.16 + VAT.

RESOLVED: Approved.

4.3. To grant approval for Cllr Oliver to lead on planting with Tickton Primary School.

RESOLVED: Approved.

4.4. To consider inviting volunteers to assist.

RESOLVED: The Handyman and Councillor volunteers to assist with ground preparation and the Clerk to invite community volunteers to any planned activity.

5. Gas Beacon

5.1. To note RWF Community Chest grant application submitted for £495 and grant the Clerk delegated powers to accept any grant offer - noted.

RESOLVED: Approved.

5.2. To approve the quote from Bullfinch for a gas bowl beacon at a cost of £495 + VAT.

RESOLVED: Approved.

5.3. To consider any accompaniment to lighting the Beacon for D-Day 80th Anniversary 6.6.24.

RESOLVED: The PC agreed to play the Last Post.

RESOLVED: To invite the Church in Tickton to give a reading prepared by and in accordance with the official D-Day guidance.

5.4. To approve the reservation of Tickton Village Hall on the evening of 6.6.24. to enable the community to consider hosting an event. The PC to consider applying to any ERYC D-Day grant to cover associated costs if required.

RESOLVED: The PC approved the reservation of the Village Hall on the 6 June, subject to requirements for any event. The PC agreed to apply to any future ERYC D-Day grant towards any associated costs.

RESOLVED: Invite community groups to consider offering refreshments in the Village Hall.

RESOLVED: To investigate options for a fish & chip van.

6. Routh Wind Farm Jubilee Streetscene Grant – To receive update and to note end of grant documents submitted to RWF Administrators to complete this project.

It was noted that the total net project costs totalled £11,575.16; RWF Grant - £9,638.88, PC match funding - £1,936.28 that included in kind voluntary hours valued at £367.13. In addition, a further 27 volunteers' hours had been generated from this project. ERYC did not charge for the relocation of a litter bin and the supply and installation of a new litter bin. Furthermore, the Parish Council received a donation of paving slabs that were recycled and used as hard standing for some of the new planters. The PC thanked all the volunteers, donors, and the Routh Wind Farm Community Fund.

139/24 PC REPRESENTATIVE REPORTS

1. Development Working Group

1.1 Weel Common and Climbing frame (134/22 2.3.) – To receive updates and agree to any actions.

The PC confirmed that it continues to support the working groups' recommendation to apply for permission to install new play equipment on Weel Common with guidance from The Open Spaces Society

140/24 CLERK'S REPORT

1. To receive any other updates.

a) Bank Signatories - NatWest has updated records in accordance with the mandate.

b) Village Halls' Week (Monday 18 to Sunday 24 March 2024)

As part of this National Celebration, Tickton Village Hall will be holding an official unveiling of the Heritage Mosaic Mural on Sunday 24 March 2024.

2. To dispose of resolutions.

Minute	Resolution	Action
034/23 2.	Traffic Management/Highways (217/23 3.) RESOLVED: The PC agreed to request that the speed survey be conducted at lighting column 6 or 7.	Completed.
073/23 1.	PC name badges 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.	Completed.
082/23 3.	Cycle Path Beverley to Leven RESOLVED: The PC agreed to the Parish Development Working Group attending meetings arranged by Ward Councillor Smith and to report back any recommendations to full council.	Ongoing.
088/23 2.	Bank Signatories RESOLVED: The Clerk to resubmit the mandate to the bank. The bank signatories were confirmed as Cllr. Caley, Cllr. Sinkler and to add Cllr. Hallett.	Completed.
097/23 1.	Butt Lane Ditch RESOLVED: The PC agreed to consult with residents on Butt Lane in relation to the proposed removal of some trees to facilitate proposed maintenance of the school ditch and adjoining drainage system to prevent potential flooding in the future. The consultation will be in the form of a visit with an accompanying letter and a Riparian Ownership leaflet provided by ERYC. The PC appointed Cllr Hallett and Cllr Oliver to undertake the consultation and report back to the PC on public opinion and retention of any trees on the southern bank of the school ditch for consideration.	Completed.
100/23 1.	Cllr Vickers proposes that the PC consider the condition and use of the storage container on the Village Field. RESOLVED: The PC agreed to repaint the storage container and include the estimated cost of £385 in the draft budget.	Actioned.
104/23 4.	Tickton Preschool & Play Pals Annual Agreement 2024 RESOLVED: The PC approved the Tickton Preschool & Play Pals Community Garden and Storage Container Agreement 2024.	Completed.
113/23 3.1.	Field West of Red/Green Cottages RESOLVED: The PC agreed to ask ERYC to investigate the condition of the public footpath at the entrance to the site that appears to be damaged.	Actioned.
118/23 2. a)	Pétanque Project & Open Day ACTION: The Clerk to thank volunteers and community groups for their support at the Open Day.	Completed.
118/23 3.	The Orchard Stage II ACTION: The Clerk to send a letter of receipt for the donation of £50.	Completed.
119/23 2.	23/03254/STVARE RESOLVED: The PC object to the application. Refer to Minute for full details.	Completed.
120/23 2.1.	Carr Lane, Weel ACTION: The Clerk to contact Yorkshire Water with photographs and request date of attendance.	Completed.
120/23 2.4.	ERNLLCA HR Training ACTION: The Clerk to book one HR training place.	Actioned.
121/23 1.	Tickton Preschool Agreement 2024 RESOLVED: The PC accepted the documentation and signed the Agreement	Completed.
121/23 1.	Youth Club RESOLVED: The PC agreed to defer pending further information including the number and age of service users together with the town or village where the service user resides.	Completed.

141/24 **FINANCE & GOVERNANCE**

Cllrs Hallett and Vickers left the meeting room in accordance with Code of Conduct.

1. Youth Club – To receive supporting information and to consider grant funding application for 2024/25.

RESOLVED: The PC agreed to write to the Chair of Trustees in full support of the Youth Club.

RESOLVED: The PC agreed to award a community grant of £100 in 2024-25.

Cllrs Hallett and Vickers returned to the meeting room.

2. Grounds Maintenance 2024-25 – To consider extending existing contract at a cost of £5540 + VAT.

RESOLVED: The PC approved the 2024-25 Grounds Maintenance Contract to Staysmart Grounds Maintenance Ltd at a cost of £5540 + VAT.

3. Playground Annual Inspection 2024-25 – To consider extending contract at a cost of £285 + VAT.

RESOLVED: The PC approved the 2024-25 Playground Annual Inspection to The Play Inspection Company at a cost of £285 + VAT.

Cllrs Caley & Sinker abstained from discussion and voting on the Community Fund budget.

4. Budget 2024-25 - To approve.

RESOLVED: The PC agreed a budget of £37,527.

5. Precept 2024-25 – The confirmed 2024/25 council tax for Tickton and Routh Parish Council is £662.7 Band D equivalent properties was noted.

6. Precept Demand 2024-25 – To approve.

RESOLVED: The PC approved a Precept of £36,300 and to allocate £1,227 from General Reserves to balance the budget. The annual charge to Band D properties will increase by £2.10 to £54.28 (0.18p per month). The Chairman and Clerk signed the Precept Demand to submit to ERYC.

7. Financial Controls - To receive PC Audit Representative Report Q3 – noted, no concerns raised.

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

Payments	Net (£)	VAT (£)	Gross (£)
Tickton Village Hall - Room Hire November	10.00	-	10.00
Staysmart Grounds Maintenance Ltd - Grass Cutting 23/24	5,680.00	1,136.00	6,816.00
Employment costs and reimbursement.	1,228.21	3.00	1,231.21
Delegated Payments			
L&K Warcup Construction Ltd – Interim - Petanque Project	18,000.00	3,600.00	21,600.00
Income			
Nat West Bank Interest			11.30
Tickton WI – Donation Petanque project			309.60

RESOLVED: The PC approved payments presented.

142/24 **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.

143/24 **EMPLOYMENT COSTS** - To approve costs presented in the Financial Report.

RESOLVED: Approved.

144/24 **DATE OF NEXT MEETING(s):** The Ordinary Meeting of the Parish Council will be held on Monday, 19 February 2024 in the Village Hall.

The Minutes were approved and signed at the meeting held on the 19 February 2024.