**EAST COTTINGWITH PARISH COUNCIL**

**Minutes of the Parish Council Meeting held in the Village Hall, East Cottingwith at**

**8.00pm on Thursday 8th November 2018**

**Present:** Councillors P. Rhodes (Chairman), N. Hobbs (Vice-Chairman), J. Harrison, S. Ashton,

C. Cornmell

**In Attendance:** D. Cornmell (Acting Parish Clerk)

**Members of the Public:** None

1. **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors D. Griffith and D. Morter

1. **DECLARATIONS OF INTEREST**

There were no declarations of interest.

1. **PUBLIC PARTICIPATION**

No members of the public were present.

**CONFIDENTIAL ITEM IN CLOSED SESSION**

 Standing Orders were suspended and the Council went into closed session to consider a staffing issue.

1. **APPOINTMENT OF PARISH CLERK/RESPONSIBLE FINANCIAL OFFICER**

Consideration was given to the appointment of a Clerk to the Council and Responsible Financial Officer (RFO).

**Resolved** that –(a) David Cornmell be appointed Acting Clerk and RFO until the Annual Meeting in May 2019 and (b) the former Clerk be advised of his own liability for taxation matters.

 **Action: Acting Clerk**

Standing Orders were reinstated and the Council returned to open session.

1. **MINUTES OF THE LAST ORDINARY MEETING**

Proposed by the Chairman, seconded by the Vice-Chairman, and agreed that the minutes of the 13th September 2018 meeting be accepted as a true record.

1. **ONGOING ITEMS**
2. **Hedging on Ball Hall Lane**

Confirmation was received from East Riding of Yorkshire Council (ERYC) that the overhanging hedging had been attended to.

1. **Back Lane pathway and gates**

Members gave further consideration to correspondence received from a resident with regard to the positioning of gates across the public footpath and a suggested course of action. A report from ERYC’s Countryside Access Officer confirmed that the gates were not considered to be an obstruction.

**Resolved –** that the Parish Council would take no further action over this issue.

1. **Sewage pipe**

Members were updated on work being carried out on behalf of Yorkshire Water with regard to upgrading the sewage system. It was hoped that major works would get underway in the near future.

1. **Phone Box**

Councillor Cornmell reported that refurbishment work had been completed and the phone box was being made good use of for the exchange of books etc. Positive feedback had been received from a number of residents.

1. **Debris near Hagg Bridge**

Councillor Ashton advised that the debris was still believed to be there but covered by undergrowth. If left in position it could pose a danger. After discussion, the Chairman agreed to look into the matter.

The Vice-Chairman drew attention to the situation at the bridge, where ERYC’s Highways had installed traffic lights and barriers. It was agreed that the Parish Council should be notified what Highways Department intended in the long term.

**Action: Chairman/ Acting Clerk**

1. **World War 1 Centenary Celebrations**

Councillor Cornmell reported that the Council had been successful in securing a £500 grant to help with costs in staging events in the village. Part of the grant (£200) would be used for the flower festival, whilst £300 would be used to defray the cost of hiring costumes for the theatrical production. Councillor Harrison questioned where the funds raised would be distributed. In respect of the flower festival, the Commonwealth War Graves Commission; St Mary’s Church and the British Legion would be the beneficiaries. With regard to the theatrical production, the funds raised would go to the Village Hall Committee.

The Chairman indicated that the beacon would be lit on Sunday evening.

1. **Data Protection Regulations**

The Acting Clerk reported that the Information Commissioners Office had issued the necessary registration documentation.

1. **Overgrown footpaths**

It was agreed to keep this matter under review.

1. **Purchase of marquees**

**Resolved –** that the Parish Council was agreeable, in principle, to purchase a marquee(s) for use in connection with village events. The Village Hall Committee to be asked to give consideration about use and storage.

**Action:** **Vice-Chairman**

1. **N Power contract**

The Acting Clerk reported that the Council’s contract with Npower was in default due to administrative failures on the part of the company. Action was being taken to rectify the situation.

**Action: Acting Clerk**

1. **Christmas tree**

After lengthy discussion, it was agreed that it was desirable to purchase a rooted Christmas tree as well as the usual rootless tree. Councillor Ashton proposed that a tree, be it a Christmas tree or some other variety, be dedicated to the Armistice Centenary. **Resolved –** that the usual Christmas tree be sourced and enquiries made to purchase a commemorative tree.

**Action: Chairman**

1. **STANDING ORDERS AND GOVERNANCE**
2. The Acting Clerk advised that, in the light of recent developments, it was necessary for a review to be carried out of Standing Orders and other documents relating to governance of the Council.
3. The Vice-Chairman recommended that the Council take up membership of the East Riding and North Lincolnshire Local Councils Association (ERNLLCA) to assist in this matter. **Resolved** – that the Acting Clerk undertake the review and membership of ERNLLCA be applied for.

**Action: Acting Clerk**

1. **TENANCY OF COUNCIL LAND**

The Chairman highlighted the fact that a review of the tenancy agreement was long overdue. Previous efforts to address this issue had not come to fruition.

**Resolved –** that the tenant be asked to adopt a Farm Business Tenancy Agreement and be advised that a rent review was needed. Rent for the current period to remain at the agreed rate.

**Action:** **Acting Clerk**

1. **PLAY AREA: ANNUAL INSPECTION REPORT**

Councillor Cornmell reported on the findings of the recent inspection of the Play Area. Whilst the inspection found it to be safe and well maintained, two minor issues had been raised which were being addressed.

1. **FINANCE**
2. Bank reconciliation

Balance at 28th September 2018. £13,176.69

Less unpresented cheque £ 42.00

Current balance £13,134.69

1. Payments

Proposed by the Chairman, seconded by Councillor Ashton and r**esolved** that the following payments be made:

Zurich Insurance £878.96

ROSPA – Play Area Inspection £117.60

George Fillingham -Grasscutting. £750.00

Npower – Street Lighting £ 12.82

ERYC – Service Agreement -Lighting. £309.10

Jane Stewart -Clerking £100.00

+ Data Protection Registration

ERNLLCA – Subscription £122.31

David Cornmell – Clerk’s Expenses £ 46.55

**Resolved –** that a representative of the Village Hall Committee be invited to the next meeting to discuss charging arrangements for use of the Village Hall.

**Action:** **Vice-Chairman**

1. Receipts

The following receipt was noted:

ERYC – World War 1 Centenary Celebrations. £500.00

1. The Acting Clerk and Responsible Financial Officer (RFO)presented a report on the current financial position and the likely expenditure in respect of the financial period 2019/2020.
2. **PLANNING**
3. Applications

18/03205/TCA- 3 Derwent Close, Hagg Lane, East Cottingwith YO42 4TY: Fell sycamore.

**Resolved –** that the application be supported.

18/03530/PLF- Meadow Cottage, Main Street, East Cottingwith YO42 4TN: Erection of porch to front and single storey extension to rear following demolition of existing conservatory.

**Resolved –** thatthe application be supported.

18/03615/PLF – Land North East of North Ross Farm, Fog Lane, Ellerton YO42 4PU: Erection of a building to provide farm office and facilities and a single holiday unit.

**Resolved –** No objections but to be referred to Ellerton Parish Council.

**ACTION: Acting Clerk**

1. Permissions

18/02579/VAR- Old Cottage, Green Lane, East Cottingwith YO42 4TT: Variation of condition 3 on 07/05821/PLF: conditional approval.

18/03276/TCA- Brewers Barn, Church Lane, East Cottingwith YO42 4TL: Fell Scots

Pine x3; fell Larch.

**Resolved –** that the permissions be noted.

1. **CORRESPONDENCE**

A list of correspondence received since the last ordinary meeting was noted. It was agreed that a representative attend a consultation event arranged by ERYC with regard to the review of the County Council’s Local Plan.

**Action: Acting Clerk**

1. **MEMBERS REPORTS**

Councillor Harrison drew attention to the distress caused to domestic animals and wildlife as a result of the setting off of fireworks around Bonfire Night. A number of complaints had been received from residents about this issue. It was agreed that an article in next October’s Parish Newsletter, seeking the cooperation and advance notification of such displays, would be helpful.

1. **DATE OF NEXT MEETING/ ORDINARY MEETINGS 2019**

8.00pm, Thursday 10th January 2019

Ordinary meetings of the Council to be held on the second Thursday in March; May; July; September and November.

1. There being no further business, the meeting closed at 10.15pm