**EAST COTTINGWITH PARISH COUNCIL**

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

**8.00pm on Thursday 10th January 2019**

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

C. Cornmell, D. Morter, D. Griffith

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

**Members of the Public:** Chairman of the Village Hall Committee

1. **APOLOGIES FOR ABSENCE**

Councillor J. Harrison

1. **DECLARATIONS OF INTEREST**

The Chairman declared a pecuniary interest in a matter under item 9,

 relating to the proposed prohibition of HGV’s travelling through Melbourne.

1. **PUBLIC PARTICIPATION**

The Chairman of the Village Hall Committee was present, at the invitation of the Council, to address various issues affecting the hall. It was agreed to bring forward item **5. (a) Hire of village hall for Council meetings and item 5. (b) Purchase of marquees.** The Chairman of the Village Hall Committee gave an outline of ambitious plans to extend and renovate the hall. He extended thanks for the Council’s financial support of the hall.

1. **Hire of village hall for Council meetings**

Members agreed that this year’s annual charge and donation should remain the same as the previous year.

**ACTION:** Acting Clerk/RFO

1. **Purchase of marquees**

In the light of identified storage difficulties at the village hall, it was agreed to revisit the purchase of marquees, nearer to the time of the Annual Fete.

**ACTION:** Acting Clerk

1. **MINUTES OF THE LAST ORDINARY/EXTRAORDINARYMEETINGS**

Proposed by the Vice-Chairman, seconded by Councillor Ashton, and agreed that the minutes of the Ordinary Meeting held on 9th November 2018 and the Extraordinary Meeting held on 27th November 2018, be accepted as a true record.

1. **ONGOING ITEMS**
2. **Hire of village hall for Council meetings**

Dealt with as an earlier item.

1. **Purchase of marquees**

Dealt with as an earlier item.

1. **Sewage pipe**

Highways Department had indicated that Landrickgate Lane would be resurfaced after Yorkshire Water had completed its work. Consideration was being given to the request to provide additional passing places.

1. **Debris near Hagg Bridge**

Confirmation had been received that the temporary barriers and traffic lights would remain in place for some time. Classified as an ancient monument, logistical and financial considerations would have to be overcome before a permanent solution could be found.

1. **Overgrown footpaths**

It was agreed that no further action was needed at the present time.

1. **Npower contract**

Members heard that Npower had finally regularised the situation with regard to the street lighting contracts. Of the three accounts, one was in contract whilst the other two were not. A goodwill payment of £50 had been credited to the Council’s account, due to the company’s maladministration in dealing with this matter. It was agreed to accept the terms of the new contracts, which would be in place until 31st December 2020. **Resolved –** that the terms of the contracts be accepted, together with a request that the current in contract account be extended to conclude on the same date as the other accounts.

**ACTION:** Acting Clerk

1. **Christmas tree**

Following debate, it was agreed to rescind the previous decision to purchase a rooted tree, in favour of growing suitable trees in Jubilee Wood, thus saving on cost in future years.

1. **Tenancy of Council land**

The present tenant had indicated a willingness to enter into a Farm Business Tenancy Agreement. A rent review and agreement had been commissioned and would be considered at a later date.

**ACTION:** Chairman

1. **Standing Orders and Governance**

The Clerk reported on the outcome of his review of Governance of the parish council and presented a number of policy papers for consideration.

**Resolved –** that the following be formally adopted:

1. Standing Orders
2. Financial Regulations
3. Code of Conduct
4. Data Privacy
5. Recording/Filming of Meetings
6. Transparency/Freedom of Information
7. Records Management
8. Risk Management
9. Financial Risk
10. Grievance Procedure
11. Disciplinary Procedure
12. Complaints Procedure
13. Equal Opportunity Procedure

Councillor Ashton drew attention of the need to address various matters raised in the policy papers which required action.

The Clerk confirmed that to be the case: of immediate importance was the requirement for members to re-examine their personal interests and, if necessary, update their declaration forms. In addition, there was a need for the appointment of a Councillor to oversee reconciliation of the Council’s current account. The grass-cutting contract also needed to be revisited. **Resolved –** that Councillor Morter undertake the reconciliation duty; all Councillors to address their personal interests; tenders be invited for the grass-cutting contract (on a three-yearly basis) and an action plan drawn up to address outstanding issues.

**ACTION**: All Councillors/Acting Clerk

1. **ERYC: Review of Local Development Plan**

Members were updated on ERYC’s review of the plan. Current housing targets were not being met and a need for smaller properties had been identified. Work was ongoing in identifying suitable locations for wind generation. As a Conservation Village, East Cottingwith was unlikely to be affected by any of the proposals.

1. **Cherry Tree Farm**

The Vice-Chairman observed that mail was being delivered to the field, identified as Cherry Tree Farm, although there was an absence of any building at this location. It was confirmed that this was one of the grounds for objection in the recent planning application.

1. **NEIGHBOURHOOD WATCH**

Consideration was given to a proposal to form a Neighbourhood Watch scheme in the parish. It was agreed to circulate details in order to receive feedback from parishioners on the need for such a scheme. A volunteer would be needed to act as Coordinator.

**ACTION:** Councillor Ashton

1. **FINANCE**
2. Bank reconciliation

Balance at 1/4/2018 £10,084.13

+ Receipts to date £ 6,988.93

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 £17,073.06

-Payments to date £ 6,454.58

Current Account Balance at 10/1/2019. £ 10,618.48

1. Payments

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

Village Hall – Hire/Donation. £1,000.00

Npower – Street Lighting £ 87.78

David Cornmell – Clerk’s Travelling/ £ 43.94

Stationery

Total: £1,131.72

1. Receipts

Nil

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. Parish Precept

Proposed by the Chairman, seconded by Councillor Morter, and **resolved** that the annual parish precept demand remain at £5,000.

**ACTION:** Acting Clerk

1. **PLANNING**
2. Permissions

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

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.

1. Refusal
2. 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.
3. **CORRESPONDENCE**

A list of correspondence received since the last Ordinary Meeting was noted.

The following were considered:

1. **Leeds East Airport – Proposed instrument landings**

Consideration was given to proposed instrument landings of aircraft at Church Fenton airport, the approach requiring to be made over parish airspace. Members had no observations to make on the proposals.

**ACTION:** Acting Clerk

1. **ERYC: Proposed prohibition of HGV’s travelling through Melbourne**

The Chairman declared a pecuniary interest, in as much that the proposals would have a detrimental effect on his business. He vacated the Chair in favour of the Vice-Chairman, took no further part in the debate and left the meeting.

Members had no objection to the proposal but expressed concern that part of the suggested diversionary route, which touched upon the junction of General Lane (B1228) and Ash Lane (Boundary Farm junction), had been the site of two fatalities in recent years. Previous requests for improvement work at this junction, at least by replacing the present ‘Give Way’ signs for ‘Stop’ signs, had been ignored.

**ACTION:** Acting Clerk

1. **MEMBERS REPORTS**

Councillor Griffith gave an outline of work to be carried out at Jubilee Wood in the forthcoming weeks. He tabled an item for the next Ordinary Meeting:

‘Jubilee Wood: its status within the parish council’.

**ACTION**: Acting Clerk

1. **DATE OF NEXT MEETING**

8.00pm, Thursday 14th March 2019

1. There being no further business, the meeting closed at 9.55pm.