**EAST COTTINGWITH PARISH COUNCIL**

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

**8.00pm on Thursday 14th November 2019**

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

C. Cornmell, P. Shervington, C. Stevens

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

**Members of the Public**: 3

1. **APOLOGIES FOR ABSENCE**

There were no apologies for absence.

1. **DECLARATIONS OF INTEREST**

There were no declarations of interest.

1. **PUBLIC PARTICIPATION**

**Hagg Bridge**

A parishioner wished to draw attention to an urgent matter, not listed as an Agenda item, but of concern to her; fellow parishioners and the wider community: that was the proposed road closure at Hagg Bridge. The Chairman agreed to the request. She suggested the parish council contact the county council and impress on those responsible the serious disruption and inconvenience that would be caused by a road closure lasting from January to August next year, in order to repair the bridge. Was a Bailey Bridge to be provided? If not, the diversionary route would entail travelling a considerable distance to the A1079 at Pocklington. Following debate, the following was agreed:

* Councillor Shervington to assume responsibility to co-ordinate and undertake a survey of road users.
* Neighbouring councils to be contacted and requested to join in the action.
* Ward Councillors and the Chairman of Highways to be alerted of the situation and their co-operation sought to address the issues of concern.
* A request to be made to those responsible for the scheme to address a public meeting in the village with all interested parties.

**Action: Councillor Shervington/Clerk**

The members of the public left the meeting.

1. **MINUTES OF THE LAST ORDINARY/EXTRAORDINARY MEETINGS**

Proposed by Councillor Ashton, seconded by Councillor Griffith and agreed that the minutes of the Ordinary Meeting, held on 12th September 2019, and the minutes of the Extraordinary Meetings, held on 3rd and 14th October 2019, be accepted as a true record.

1. **ONGOING ITEMS**
2. **Neighbourhood Watch**

Councillor Ashton reported that he continued to circulate matters of interest on facebook and the Council’s website. To date, no one had come forward to take on the role as Co-ordinator.

1. **Tenancy of Council land**

The Chairman advised that he had now received the Farm Business Tenancy Agreement from the Land Agent which had been signed by the tenant farmer.

**Resolved-** that the Chairman sign the agreement as a Deed on behalf of the Council. The tenant to be supplied with a copy and that the revised rent be requested.

**Action: Chairman/Clerk**

1. **Jubilee Wood**

Councillor Griffith updated Members on recent developments associated with the upkeep of the wood. Whilst a suitable bench had been sourced, it was the intention of Yorkshire Water to make a donation of £1,000 to be used to facilitate the purchase and siting of it in the wood.

**Action:** **Councillor Griffith/Clerk**

1. **Christmas Tree**

Following debate, it was agreed that the usual supplier be contacted and a tree purchased from them, with an emphasis that a better tree than that provided last year be supplied.

**Action: Chairman**

1. **Storwood Notice Board**

As previously reported, the Chairman indicated that there was a change of heart as to the need for a notice board in Storwood. The frame was being held by the Chairman until such time that an alternative site was decided upon.

**Action: Chairman**

1. **Overgrown Verges/Hedges**

It was noted that the hedge in Langrickgate Lane had been cut by the parish council’s contractor and not the county council. Despite an assurance that the locations concerned would be attended to, nothing appeared to have been done. It was agreed that the county council again be requested to attend to the matter. Councillor Shervington highlighted the fact that since the hedge had been cut back in Langrickgate Lane it had exposed the need for the footpath to be attended to and made safe.

**Action: Clerk**

1. **Emergency Plan**

Councillor Ashton confirmed that he had completed the plan in part but needed the authority of Members to include their personal details and contact numbers in case of an emergency. Members agreed to the request, on proviso that no information was made available on the on-line version. It was also agreed that there was no necessity to stage an exercise as was suggested.

**Action: Councillor Ashton**

1. **CODE OF CONDUCT**

Consideration was given to a revised Members’ Code of Conduct.

**Resolved** – that the Code be adopted.

**Action: All Councillors/Clerk**

1. **RISK ASSESSMENT**

Consideration was given to the quarterly review of risks faced by the Council.

**Resolved** – that the current risk assessment be accepted.

**Action**: **Chairman/Clerk**

1. **MEMORIAL: SOLDIER OF WORLD WAR II**

Councillor Ashton reported that the Church authorities had approved the siting of the memorial, comprised a stone plaque, which would be placed alongside the existing memorial inside the building. The stone mason had agreed to supply the plaque free of charge. Councillor Ashton sought approval of the Council to meet the cost of fixing it to the wall.

**Resolved –** that the Council would meet the cost in the event that a volunteer could not be found to carry out the work.

**Action: Councillor Ashton**

1. **FINANCE**
2. Bank reconciliation

Balance at 1/4/2019 £ 8,851.76

+ Receipts to date £ 5,435.79

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£14,287.55

* Payments to date £ 5,356.88

Current Account Balance at 14/11/19 £ 8,930.67

1. Payments

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

G. Fillingham- £ 576.00

Grass-cutting

ERYC - £ 313.73

Street Lighting

Zurich Insurance £ 894.20

D. J. Cornmell –

Clerk’s Expenses £ 30.52

TOTAL £1,807.13

1. Receipts

Nil

1. Financial Report

The Clerk/RFO, presented an update on the Council’s finances for the current financial year.

1. Three-year Financial Forecast

The Clerk/RFO advised Members that the recently introduced revised Financial Regulations required the Council to prepare a financial forecast for the next three financial years. Whilst it was difficult to predict with some certainty the actual financial requirements, he presented Members with an outline of what was likely to be needed. During that period, contracts for the supply of electricity to the street lights; insurance cover and grass-cutting, would all come to an end and would have an impact on the required precept. It was likely that an increase would be necessary. **Resolved –** that the forecasts be accepted in principle and that further consideration be given for the budgetary requirements of 2020/2021 at the January meeting,

**Action: Clerk/RFO**

1. **PLANNING**
2. Applications

The following applications were considered:

1. 19/03656/TCA: Lightly trim 450-600mm of Leylandi screen (T1) up to 12m high; and reduced low level extension growth over garden area of Golden Leylandi (T2) by 1-1.2m in order to contain growth: Cherry Tree Cottage, Langrickgate Lane, East Cottingwith YO42 4TH. **Resolved** – that there be no objection to the tree work.

**Action: Clerk**

1. 19/03780/PLF-Erection of livestock building (retrospective application): Woodside Lodge, Ballhall Lane, Storwood YO42 4TD. **Resolved –** that there be no objection to the proposal.

**Action: Clerk**

1. 19/03781/PLF -Siting of caravan to provide staff facilities in connection to adjacent livestock building (retrospective application): Woodside Lodge, Ballhall Lane, Storwood YO42 4TD. **Resolved** – that the parish council has concern about the status of the caravan and it being used on a permanent basis as a place of residence.

**Action: Clerk**

1. Permissions

The following permissions were noted:

1. 19/03258/TCA – Fell 1 Holly Tree and 1 Conifer Tree due to distance to property, roots are affecting paving and canopy shading is generating dampness on gable: Meadow Cottage, Main Street, East Cottingwith, YO42 4TN
2. 19/03064/TCA - Fell 3x Conifers; the 2 in the front garden have started to interfere with telephone wires and the root system will start to have an impact on the structure of the dwelling, the 1 in the rear garden is in close proximity to the property and its roots have invaded the greenhouse, felling this tree would allow additional light into the neighbour’s garden: Croft Farm, Main Street, East Cottingwith YO42 4TN

**CONFIDENTIAL ITEM IN CLOSED SESSION –** Standing Orders were suspended and the Council went into closed session to consider the following item.

1. **PERFORMANCE/SALARY REVIEW: CLERK/RESPONSIBLE FINANCIAL OFFICER**

The Council gave consideration to this item.

**Resolved –** that remuneration for the post in the financial period 2020/2021 be in keeping with the recommended rate of hourly pay.

In accordance with the requirements of Standing Orders/Financial Regulations, a hard copy of this decision was signed by the Chairman and the Clerk/RFO.

Standing Orders were reinstated and the Council returned to Open Session.

1. **CORRESPONDENCE**

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

Councillor Ashton requested further details be obtained of the What3words initiative.

**Action: Clerk**

1. **MEMBERS REPORTS**

Councillor Stevens made mention of a vehicle which was being regularly parked overnight in Langrickgate Lane in a suspicious manner. It was agreed to monitor the situation and the police be alerted if need should arise.

1. **DATE OF NEXT MEETING**

8.00pm, Thursday 9th January 2020.

There being no further business, the meeting closed at 10.00pm.