**East Cottingwith Parish Council**

**Minutes of the meeting held on Thursday, 13th July 2017 in the village hall at 8pm**

**Present:** Peter Rhodes (Chair), Steve Ashton, Clare Cornmell, Dave Griffith, Julie Harrison, Neil Hobbs, Duncan Morter; Noel Joy (Clerk)

**1.** There were no apologies for absence

**2.** There were no declarations of interest

**3. Public participation procedure**

A procedure for public participation in debates was agreed as follows:

* Members of the public wishing to contribute to a debate must say so at the appropriate time towards the beginning of the agenda, and state which item or items they are interested in.
* When invited by the Chairman they may then make one contribution per item, lasting no more than 5 minutes, and may make no more contributions unless specifically asked to do so by the Chairman.
* If a group of people attend to contribute to a debate, they must select one person to speak for them.
* All contributions to the debate, whether from members of the public or Councillors, must be made through the Chair.

**4**. The **minutes** of the meeting held on **11th May 2017** were signed as a correct record

**5. Matters arising**

 a) **Access to riverbank** (Minute 7a): proposals from Natural England dated 28th June were noted

 b) **Foxwood Lofts** (Minute 8c): this planning application (17/00704/PLF) had been refused. Dave Griffith had discussed the situation with the planning officer.

c) **Telephone box** (Minute 7b): Clare Cornmell reported that the grant application had not been successful. Nevertheless, the telephone would eventually be removed, and then the maintenance and reuse of the box could be finalised.

**6.** The **minutes** of the special meeting held on **19th June 2017** were signed as a correct record

**7**. The **Draft Lower Derwent Valley Supplementary Planning Document** was received.

**8. The ERYC Statement of Community Involvement** was received

**9. Updated Planning Guidance** was received.

In view of this guidance, a procedure for the notification of planning applications was agreed as follows:

* There needs to be awareness that changes in the handling of planning applications introduced by ERYC could accidentally prevent some people from finding out about applications which may affect them.
* Therefore, when the clerk is notified of a planning application he must put this information on the website immediately, including the date by which any comments must be submitted.
* Full details of all applications are available on line via ERYC’s public access website, which can be accessed through the Parish Council’s website.
* Interested parties are encouraged to communicate with the Council if they wish, but can also communicate directly with ERYC’s planning department by writing to County Hall, Beverley, or emailing at beverley.dc@eastriding.gov.uk
* If a special meeting is called to discuss a planning application, as much notice as possible will be given by placing details on the website and the notice board.

It was agreed that this procedure should also be printed in the Parish Newsletter.

**10. Planning application 17/02180/TCA**, for 2 The Rowans, was supported.

**11. Back Lane Gates**

An update from ERYC was noted. It was now 6 years since the application for a definitive pathway had been submitted, but work was now proceeding.

**12. Verges**

It was noted that more verges were being cut, particularly on Langrickgate Lane: it was agreed that Noel Joy should discuss this informally with Fiona Bruce of the Verges Group.

**13**. A list of **other correspondence received** during May and June 2017 was noted.

**14. Any other business**

 `a) **East Cottingwitrh Fete**, 2nd September: the Council expressed their full support for the re-institution of the village fete. The possibility of some assistance from the Council was raised, and it was agreed that Noel Joy should discuss this informally with Peter Shervington, who was assisting with the financing of the fete.

 b) Peter Rhodes was in correspondence with ERYC about the responsibility of the landowner to deal with the **overhanging hedges on Ball Hall Lane**.

**15**. Date of next meeting: **14th September 2017**