

# Tickton & Routh Parish Council

Minutes of the meeting held on **Monday 16 November 2020** at 7.30pm online via Zoom as permitted in The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 (“the 2020 Regulations”) due to the COVID19 Coronavirus crisis

**Present:** Councillor: Sinkler (in the Chair)  
Councillors: Caley; Hadley; Lenton; Mathison; Oliver; Riley; Vickers; N Walker & T Walker

**In Attendance:** Ward Councillors: Gateshill and Greenwood (Agenda items 1-3/Minute Ref. 108-110/20)

**Apologies:** None recorded.

**Absent:** Humberside Police were unable to access the zoom meeting from their location.

**Public:** One member of the public was in attendance.

108/20 **APOLOGIES** – none recorded.

109/20 **DECLARATIONS OF PECUNIARY OR NON-PECUNIARY INTEREST** – none recorded.

110/20 **THE EAST RIDING WARD COUNCILLOR’S REPORT**

**1. Common Land at Weel**

Ward Cllr Gateshill confirmed that a response has not yet been received.

**2. Hull Bridge - Barriers**

It was recorded that the removal of the barriers at the entrance to the bridge has been raised with ERYC. Ward Councillors will update once a response has been received.

**3. Hull Bridge - CCTV and Public Spaces Protection Order**

The Ward Councillor to establish whether or not ERYC would consider managing a CCTV system to support any PSPO enforcement and for the Police to monitor the recordings in line with GDPR.

**4. The Eastern Area Planning Sub Committee**

The following application is to be considered on the 23 November 2020;

[20/02225/PLF](#) – High Farm Country Park, Main Road, Routh – Erection of a building for use as sales office, reception, cafe and shop including relocation of existing bowling green.

111/20 **MINUTES**

**Resolved:** The minutes of the meeting of the 19 October 2020 were approved as a true and correct record.

112/20 **COUNCILLOR VACANCY FOR THE PARISH OF TICKTON**

One application was considered.

**Resolved:** The PC approved the co-option of Mr Steven Dickson.

113/20 **COMMUNITY SAFETY**

Cllr T Walker reported on a Police drugs raid in Tickton. It was noted that ASB was up by 114% from the previous year. Residents and businesses were reminded to keep sheds and gates locked and consider fitting alarm systems to prevent theft of belongings.

114/20 **PLANNING**

**1. Planning Applications**

[20/03443/PLF](#) - 14 Carr Lane, Tickton - Erection of garden room/home office outbuilding to rear, external alterations to the existing dwelling and construction of hard standing to front.

**Resolved:** No objection. If approved conditions to include suitable water attenuation plans to mitigate the impact of surface water run-off and that the garden room/home office outbuilding should not be used as a residential dwelling.

[20/03508/PLF](#) - 74 Green Lane, Tickton - Construction of a dormer windows to front to allow loft conversion and installation of window to side elevation (Resubmission of 20/02034/PLF)

**Resolved:** No comment.

**2. Planning Decisions**

[20/02963/TCA](#) – Church Cottage, 121 Main Street, Tickton – TICKTON CONSERVATION AREA – Fell 1 no. Contorted Willow tree (T1) due to size, close proximity to the house and concerns for future structural damage to the property – **Approved.**

[20/01920/PLF](#) – Springdale Farm Shop, 1A Tickton Meadows – Change of use of a shop (A1) to a dwelling (C3) and erection of a 2.4m high boundary fence – **Approved.**

[20/02034/PLF](#) – 74 Green Lane, Tickton – Construction of dormers to front and rear – **Refused.**

[20/02834/PLF](#) – 45 Green Lane, Tickton – Erection of a single storey extension to rear (Retrospective Application) - **Approved.**

**3. Planning Appeal** – The following appeal was dismissed by the Planning Inspectorate;

[00522/CLE](#) – The Homestead, Carr Lane, Weel – Certificate of lawfulness for an existing detached dwelling and garage without any occupancy restriction.

115/20 **PLANNING ENFORCEMENT** – None recorded.

116/20 **CONSULTATIONS**

1. Alamein Barracks Draft [Masterplan](#) (Closing Friday, 8 January 2021)

**Resolved: Deferred.**

117/20 **MOTIONS PROPOSED BY COUNCILLORS**

1. Cllr Hadley proposed that the PC considers contacting ERYC in the first instance to establish if they have plans or are able to renew/add equipment at the Orchard playground.

**Resolved: The PC approved the motion.**

2. Cllr N Walker proposes that the PC considers asking ERYC for support with Traffic Management in the vicinity of Tickton Primary School at pick-up/collection times.

**Resolved: The PC approved the motion.**

118/20 **PARISH MATTERS**

1. The Tree Report presented by Cllr Oliver was noted.

2. Cllr N Walker updated on the meeting held regarding tree ownership.

3. Coronavirus Lockdown Risk Assessment 5.11.20

**Resolved: The PC approved the Risk Assessment.**

119/20 **OTHER MATTERS**

1. ERNLLCA: Finance Training – noted.

2. ERYC: PC Representatives for the Standards Committee

**Resolved: The PC nominated Cllr Vickers to be considered for the Standards Committee PC Representative.**

3. ERYC: Code of Conduct Training to be held at 7pm, 9 December 2020 – noted.

4. ERVAS: Emergency Food Boxes

**Resolved: The PC deferred this matter to the Clerk in consultation with members.**

120/20 **CORRESPONDENCE**

1. ERNLLCA: Newsletter and AGM to be held at 7pm, 26 November 2020

2. ERYC: Estimate of Rough Sleepers 2020 – None recorded.

3. Village Hall: AGM to be held at 7pm, 18 November 2020

121/20 **CLERK'S REPORT**

The Clerk updated on the Community Led Housing and Joint Flood Alleviation Working Groups.

**1. The following resolutions were reported as completed;**

- 082/20 3. The ASB Youth Project - Hull Bridge - Project to be undertaken by ERYC/ERVAS.
- 070/20 25. Heron Lakes (4 static caravans) - ERYC Planning Consent variance to be submitted.
- 082/20 4. CCTV Hull Bridge
- 085/20 & 099/20 Planning White Papers
- 086/20 5 Recreation Ground Trust (RGT) – RGT Meeting
- 086/20 8 Multi-Use Games Area (MUGA) Annual Maintenance – completed.
- 102/20 1. Tickton Primary School - Request to Use MUGA – Tickton School informed.
- 102/20 2. Pro Skills Football Training – Agreement received.
- 102/20 3. Armistice and Remembrance Day 2020

## **2. The following updates and were received on outstanding matters;**

### **088/20 3.2 Website Accessibility Regulations**

All documents held on the PC website to be reformatted to meet the Regulations.

### **102/20 6. Outdoor Gym Equipment**

The ERYC match funding grant of £2k was awarded and acceptance documents returned. The purchase order was raised and it is anticipated the installation will commence in 6-8 weeks. The Clerk will inform the community through the website and AAT.

### **104/20 Bike Shelter – GL Cullington Field**

Tony Cook Ltd is liaising with their supplier regarding the Perspex shelter cover.

## **3. The following decisions were made under delegated authority since the Ordinary meeting on 19 October 2020;**

### **a) Hull Bridge - Signage**

Delegated decision to request that ERYC reposition the 'Cyclists Dismount' sign on posts prior to entering bridge following request from resident.

### **b) Hull Bridge – Entrance Barriers**

Delegated decision to contact ERYC regarding the removal of the entrance barriers. ERYC confirmed that they had been permanently removed to improve access for cyclists and larger wheelchairs. This matter was referred to Ward Cllrs for further consideration.

### **c) Fly Tipping – Weel Road**

Delegated decision to report ERYC.

### **d) Government Lockdown (5 November – 2 December 2020)**

Delegated decision to write Risk Assessment for all Playgrounds managed by the PC in line with Government Guidelines.

### **e) Turf Gutter Drain**

Delegated decision to request that ERYC and IDB investigate that foul water drainage may be being discharged into the drain as reported by a resident.

### **f) Meaux Road, Routh – Road Surface Works**

Delegated decision to request that ERYC consider not remarking the road with speed restrictions lines following completion of surface works.

### **g) Weel Road/Main Street – Road Surface**

Delegated decision to request that ERYC investigate surface cracks to eliminate risk to road users, especially cyclists.

## **122/20 FINANCE**

### **1. 2019-20 Annual External Audit**

The External Auditor Report and Certificate was received. It was noted that Box 4 and 7 were incorrect as a payment for £82 was included that was not deducted from the bank account until April 2020. The Boxes should be £13912 and £26480 respectively and that the figures must be corrected in the comparatives when completing next year's AGAR.

**Resolved: The PC agreed to correct comparatives figures when completing 2020-21 Annual Return and to display the 2019-20 Notice of conclusion of audit for 14 days.**

### **2. 2021-22 Development Projects**

a) A 'Woodland Project' on the Recreation Ground

**Resolved: The PC agreed to a 'Woodland Project' in principle, subject to quotations and final budget approval.**

b) CCTV (Hull Bridge)

**Resolved: The PC agreed to monitor any ASB and success of the Public Spaces Protection Order during 2021 and reconsider at a later date.**

c) War Memorial Ground Light

**Resolved: The PC agreed to the installation of a 'War Memorial Ground Light, in principle, subject to quotations and final budget approval.**

3. Finance and Budget Monitoring Report

**Resolved: The PC approved the Financial Reports presented.**

#### 4. Payments and Income

Payments	Net £	VAT £	Gross £
East Riding Group Ltd - Grass Cutting	382.28	76.46	458.74
ERNLLCA - Virtual Clerk Training	20.00	4.00	24.00
Getextra Ltd - Web Domain/Hosting/Email	260.40	52.08	312.48
SC Sports Surfaces Ltd - MUGA maintenance	850.00	170.00	1,020.00
PKF Littlejohn LLP - External Audit	200.00	40.00	240.00
Mr I Brice - reimbursement - tools surface repairs	9.55	1.92	11.47
Mrs M Middleton - reimbursement - bearings x 2	38.48	7.70	46.18
Salaries and Pension	1085.20	0	1085.20
<b>Delegated Payment</b>			
Mark Feather T/A Westwood Tree Services - Survey	256.00	0	256.00
<b>Income</b>			
Nat West – Bank Interest	0.08		
Pro Skills Football - Donation	50.00		
ERYC - Grant (Parish Appraisal Analysis/Report)	700.00		

**Resolved: The PC approved the payments and income presented.**

**PRIVATE SESSION (PART II):** In accordance with the provisions of the Public Bodies (Admission to Meetings) Act 1960 the Public and Press were excluded from the meeting for the discussion of the following exempt business.

123/20 **STAFFING MATTERS**

**Resolved: Salaries, pension and reimbursements were approved. The PC approved an additional 25 hours (April to October) undertaken by the Clerk on the Community Led Housing Project for payment in the December payroll.**

124/20 **DATE OF NEXT MEETING(s):** The Parish Council **resolved** to hold the next ordinary meeting on Monday, 14 December 2020 at 7:30pm to be held remotely via ZOOM.

The Minutes were signed as an accurate record as approved at the meeting held on the 14 December 2020.