

Tickton & Routh Parish Council

www.ticktonandrouth.org.uk

Parish Clerk
Michelle Middleton

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Dear Councillors

25 April 2021

You are summoned to attend Annual Meeting of the Council, which will be held remotely via Zoom in line with the temporary powers enabled by Section 78 of the Coronavirus 2020 Act, on **Tuesday 4 May 2021** to follow Public Participation Session at 7:30pm.

Michelle Middleton

Michelle Middleton (Clerk to the Council)

Members of the Public who wish to attend the meeting must email the Clerk to the Council by 4pm Friday 30 April 2021 to request the link.

PUBLIC PARTICIPATION SESSION

Members of the public may make recommendations about matters to be discussed at this meeting or other items of public interest.

AGENDA

- 1. ELECTION OF CHAIR FOR THE COUNCIL YEAR 2021-22**
To receive nominations and appoint Chair.
- 2. DECLARATION OF ACCEPTANCE OF OFFICE**
The Chair to sign the Declaration of Acceptance of Office.
- 3. ELECTION OF VICE CHAIR FOR THE COUNCIL YEAR 21-22**
To receive nominations and appoint Vice Chair.
- 4. CO-OPTION TO TICKTON PARISH VACANCY**
 - a) To consider written application(s) for the office of Councillor.
 - b) To receive a Declaration of Acceptance of Office, if appropriate.
- 5. ELECTION OF COMMITTEES AND WORKING GROUPS FOR THE COUNCIL YEAR 2021-22**
 - a) To review all Committee and Working Group Terms of Reference
 - b) Personnel Committee (5 Members or Full Council)
 - c) Planning Committee (5 Members or Full Council)
 - d) Finance & Grant Committee (5 Members or Full Council)
 - e) Community Led Housing Working Group (3 Members)
 - f) To consider and adopt a Parish Appraisal Development Plan Working Group and agree Terms of Ref.
- 6. APPOINTMENT OF INTERNAL AUDITOR FOR 2021-22 ACCOUNTS – Philip Wright**
- 7. APPOINTMENT OF REPRESENTATIVES OF THE COUNCIL TO OTHER BODIES FOR THE COUNCIL YEAR.**
 - a) ERNLLCA District Committee (2 Representatives)
 - b) ERYC Flood Liaison Committee (1 Representative)
 - c) Tickton Village Hall Management Committee (1 Representative)
 - d) Tickton Defibrillator Group (1 Representative)
- 8. APPOINTMENT OF ROUTH WIND FARM COMMUNITY FUND REPRESENTATIVES 2021-22.**
- 9. APPOINTMENT OF PARISH TRANSPORT CHAMPION 2021-22**
- 10. TO APPOINT COUNCIL SIGNATORIES FOR THE FORTHCOMING YEAR ON ALL COUNCIL BANK ACCOUNTS.**
- 11. FUTURE MEETINGS**
To confirm arrangements for future meetings in 2021-22 and to approve dates and times.
- 12. DELEGATION OF DECISION MAKING**
To consider delegating decision making to the clerk if the Council cannot reasonably meet, in consultation with all Members when practicable, and in consultation with the Chair and Vice Chairman if necessary.
- 13. APOLOGIES FOR ABSENCE - To receive and accept apologies for absence.**

14. **DECLARATION OF INTEREST** – The Parish Councils (Model Code of Conduct)
To record any declarations of interest by any Member in respect of items for discussion on this agenda. Members declaring interests should identify the agenda item and type of interest being declared.
15. **TO RECEIVE THE EAST RIDING WARD COUNCILLOR(S) REPORT**
16. **MINUTES**
To approve the minutes of the meeting held 19 April 2021.
17. **COMMUNITY SAFETY**
To note any incidents/crimes reported.
18. **PLANNING**
- 18.1 **Planning/Tree Applications – to be considered in the absence of a Planning Committee meeting;**
- 18.1.1 **20/04277/PLF** - Land East Of 1 River View, Weel Road, Weel - Change of use of garden for the siting of a shepherds hut for use as holiday accommodation (retrospective) (AMENDED PLANS NEW RED LINE) (PC comments to be received by 5 May)
- 18.2 **Planning Decisions – to note any decisions received from ERYC.**
- 18.3 **Planning Enforcement – To consider any enforcement matters.**
19. **CONSULTATIONS** – None received.
20. **MOTIONS PROPOSED BY COUNCILLORS**
Cllr Oliver proposes that the PC considers asking the Police to look at traffic management of Weel Road following A1035 or Swinemoor Lane traffic issues.
21. **FLOOD ALLEVIATION**
To consider correspondence received from the EA and agree any actions.
22. **COMMUNITY LED HOUSING** – To receive any updates.
23. **PARISH MATTERS**
- 23.1 To note receipt of ERYC Village Task Force Schedules.
- 23.2 To consider ERYC offer of a plaque for Outdoor Gym.
24. **CORRESPONDENCE** - To receive and consider any actions required;
- 24.1 **ERNLLCA:** Valuation Office Agency: Collecting Car Park data; Remote Meetings.
- 24.2 **ERYC:** Recovery and Support Workshops
- 24.2 **Resident:** Letter to Routh Wind Farm Community Fund Annual relating to Reporting Delays.
- 24.2 **Routh Wind Farm Community Fund:** Closing date extended until 27th of April.
25. **CLERKS REPORT**
To dispose of resolutions completed and to update on resolutions outstanding.
26. **FINANCE 2020-21**
- 26.1 To receive Internal Auditor’s Report Year Ending 31.3.21
- 26.2 **To suspend Financial Regs.** in order to approve Governance Report and Accounting Statements and be signed by Chair & Clerk for submission to PKF Littlejohn.
- 26.3 To approve dates of the period for the exercise of public rights. **To reinstate Financial Regs.**
27. **FINANCE & GOVERNANCE 2021-22 (to follow)**
- 27.1 To review and approve Annual Rents - Allotment and Defibrillators.
- 27.2 To review and approve Community Grants to local groups.
- 27.3 To approve any works and associated costs by way of gift to the Recreation Ground Trust.
- 27.4 To receive and approve T&RPC/Recreation Ground Trust Insurance quotations (to follow)
- 27.5 To review Council’s subscriptions to other bodies (ERNLLCA, SLCC, HWRA)
- 27.5 To approve governance documents including Standing Orders, Financial Regulations, Risk Assessments, Asset Register (last reviewed March 2021) and Policies.
- 27.6 To receive the Finance & Budget Monitoring Report and to approve payments and income.

Payments	Net	VAT	Gross
Humber & Wolds Rural Action – Parish Appraisal	810.00	0	810.00
East Riding Group Ltd – Grounds Maintenance	382.28	76.46	458.74
Mrs M Middleton – One month’s Zoom Registration	11.99	2.40	14.39
Income			
Northern Powergrid – Wayleave Payment			62.26

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.

28. STAFFING MATTERS

To approve salaries and pension as presented in the Financial Report.

29. DATE OF NEXT MEETING(s): The next Ordinary Meeting of the Parish Council will be held on Monday, 21 June 2021 at 7.30pm venue or virtual to be confirmed.