

Tickton & Routh Parish Council

Minutes of the meeting held on **Monday 15 March 2021** 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; Dickson; Hadley; Lenton; Oliver; Riley; Vickers; N Walker & T Walker

In Attendance: Ward Councillors Gateshill (Agenda items 1-4/Minute 036-039/21)

Apologies: Ward Councillor Greenwood & PCSO LeGrove

Absent: None.

Public: No members of the public were in attendance.

036/21 APOLOGIES – None recorded.

037/21 DECLARATIONS OF PECUNIARY OR NON-PECUNIARY INTEREST – None recorded.

038/21 COUNCILLOR VACANCY FOR THE PARISH OF TICKTON

039/21 THE EAST RIDING WARD COUNCILLOR’S REPORT

Ward Cllr Gateshill reported on the following outstanding matters; Meaux Lane – Kerbs and white Line, the Hull Bridge barriers and signage, Turf Gutter Drain and ownership of Common Land at Weel.

Boats - River Hull near to Crown & Anchor

A resident reported concerns to Ward Cllr Gateshill relating to increasing numbers of boats moored at the River Bank. The PC confirmed that the EA have been contacted to establish land ownership and permissions to moor as recorded in Minute Ref. 031/21 8.

040/21 MINUTES

The draft Minutes of the Personnel Committee held on 8 March 2021 were noted as received.

Resolved: The minutes of the Parish Council meeting held on the 15 February 2021 were approved as a true and correct record.

041/21 COMMUNITY SAFETY

The Office of the Police & Crime Commissioner E-Bulletin February 2021 was noted.

Neighbourhood Watch

Cllr T Walker attended a recent PCC meeting and provided the following update;

1. There is a start to increase CID numbers in Beverley and Goole.
2. A complex algorithm is used to assess the use of resources and the Chief Constable makes the decision where officers are deployed. As a result, the Parishes of Tickton/Routh do not always get a visit from PCs.
3. The easing of the covid lockdown is difficult to enforce due to lack of clarity of the guidance and officer numbers.
4. Key project tackling violence, e.g., domestic violence using a long-term public health approach and to prevent perpetrators.
5. Operation Galaxy is a permanent team tackling criminal gangs.
6. There is increased community involvement through Community Courts.
7. £1m investment in new, robotics technology and digital engagement to be taken forward post covid.
8. There is an aim is to replace 21000 officers back to numbers seen a decade ago.

Various scams are currently in circulation including from a telephone number 0843 and an international number, Royal Mail, HMRC the Coronavirus vaccine scam – details are available on the PC website.

To report crime please contact Humberside Police on 101 (non-emergency) and 999 (emergencies only).

To pass on information that may be of interest, but not to report crime, residents can email:

ticktonandweelnwg@gmail.com

PLANNING

042/21 1. Planning Applications

21/00457/PLF - 280 Hull Bridge Road - Erection of a dwelling with detached garage

Resolved: Object due to scale and strongly suggest that the plans are checked to ensure that there is sufficient access to the garage without infringing on neighbouring properties. If approved, conditions to include suitable water attenuation plans to mitigate the impact of surface water run-off, soakaways and suitable water treatment plant.

[21/00422/VAR](#) - Land South East Of High Farm, Routh - Variation of Condition 10 (restriction of number of overnight stays in a 6 month period and continuous register of stays) of planning permission 14/03061/PLF (Change of use of land to permit the siting of touring caravans and tents for holiday use together with the erection of a shower/toilet amenity block) to remove reference to the 28-overnight stay in any 6-month period restriction

Resolved: The Parish Council strongly object to variation of condition 10 and call in for consideration by Committee. Allowing caravans to be left on site for 52 weeks would negate the intention of this designation as a touring site. The Parish Council refer to our comments on the original planning application for this site. Allowing 52-week siting of caravans would reduce the level of genuine touring pitches available in the north of the site, forcing touring pitches to the area most at risk of flooding. The siting of caravans and pods in this location will have a detrimental effect on the rural landscape and on the residential amenity of the occupiers of 1 High Farm Cottages in terms of noise and disturbance.

If the Council are minded to permit this change, a suggested condition would be to carry out a full land contamination assessment as advised in the original application prior to any additional pitches being brought into use.

2. Planning Decisions

[20/03699/PLF](#) – 61 Green Lane – Erection of bay window to front, entrance canopy to side and single storey extension to rear – **approved**.

[20/04029/PLF](#)- Court Yard Barn, Hull Bridge Road - Erection of two domestic outbuildings – **approved**.

[20/03891/PLF](#) – 29 Green Lane – Erection of a single storey extension to side and rear – **approved**.

[21/00303/TCA](#) – Tickton & Routh Parish Council – Main Street Playing Field, Main Street – TICKTON CONSERVATION AREA – Fell 1 no. Leyland Cypress tree (T6) due to excessive shading, overhang and low amenity value – **approved**.

3. Planning Enforcement

3.1. Firth Farm Advertisement Signage

Resolved: To establish if permissions are required to place signage on the verge.

3.2. Red & Green Cottages

Resolved: To request that ERYC investigate and confirm that permission has been granted for additional development to create the levelled hardstanding at the back of the plot where vehicles are stored which is outside of the planning application that is under appeal. To request ERYC to ensure that the drain is not blocked by soil in order to prevent flooding issues throughout Tickton.

043/21 **CONSULTATIONS** – None received.

044/21 **MOTIONS PROPOSED BY COUNCILLORS**

Cllr Oliver proposed that the PC seek clarification from ERYC Planning Department in relation to flood risk and particularly in relation to surface water run-off, on the following 2 issues:

a) A recent decision by ERYC where the PC sought to have a condition applied to mitigate water run-off from buildings stated that no mitigation was necessary for small outbuildings. What constitutes a small outbuilding? (these were 6m by 3m + 6m x 4m)

b) What exactly is ERYC planning policy on Consultees for planning applications? We live in a high-risk area, with high levels of ground water and pockets of areas susceptible to surface water flooding. Should the ERYC Land Drainage Team and IDB be statutory consultees in all applications where the application site is low level or adjoining a water course?

Resolved: The PC approved the motion.

045/21 **FLOOD ALLEVIATION**

The EA & Graham Stuart MP confirmed receipt of the PC's letter dated 8 March relating to Minute Ref. 027/21 2. and 031/21 10.

046/21 **COMMUNITY LED HOUSING WORKING GROUP**

The final letter has been distributed to residents held on database and the PC awaiting invoice from Tickton & Routh CLH.

047/21 PARISH MATTERS

1. Outdoor Gym Post Installation and Annual Playground Inspection Reports recorded low risk findings.
Resolved: Low risk findings to be addressed prior to next Inspection where appropriate
2. Annual Play Inspections 2021-22
Resolved: The PC approved the cost of £208.50 and agreed to reschedule the inspection to September.
3. ERYC Village Taskforce Walkabout representative Thurs. 15 April 2021 @ 9.30am
Resolved: Cllr Oliver to attend. Cllrs to collate a list of repairs and send to the Clerk.
4. The damaged road signs near Tickton Grange reported to ERYC was noted.
5. The damaged water access cover on Carr Lane reported to Yorkshire Water was noted.
6. The broken salt bin at Hull Bridge footbridge (west) reported to ERYC was noted.
7. The new Hull Bridge Memorial Stone is deteriorating was reported to ERYC – noted.
8. GL Cullington Field bike shelter cladding vandalised (Police investigation ref. 16/23695/21)
9. Dog walkers on GL Cullington were reported to ERYC. The Dog Warden reported that the PSPO is limited to the play equipment area.
Resolved: The PC to consider requesting ERYC to extend the PSPO to the entire grounds at next review.
10. 6ft waste bags in Carr Lane ditch and Turf Gutter Drain reported to ERYC was noted.
11. Fly tipping and litter Meaux Lane reported to ERYC was noted.

048/21 CORRESPONDENCE RECEIVED

1. ERNLLCA - Chief Executive's bulletin & Model Design Code Consultation
2. ERYC - Devolution, COVID-19 Members Briefing & Joint Local Access Forum 17.3.21
3. Greensleeves - request to add advertisement signage at Tickton War Memorial
Resolved: The PC approved the request.
4. Resident - Letter of concern relating to the removal hedgerow and hardcore on adjacent field and to note that this matter was referred to ERYC under delegated authority. ERYC to write to the owner of the field to establish future plans.
5. Resident - Letter of concern relating to dog fouling on St Pauls Green.
Resolved: The PC agreed to share Dog Fouling information, to include Carr Lane, on the website and AAT and to consider requesting that St Pauls green is included in the PSPO review.
6. Resident(s) - Email suggesting A) a plaque explaining the symbols on the cairn and B) Streetlights to Crown and Anchor, for safety purposes.
Resolved: The PC agreed to consider the suggestions with the results of the Parish Appraisal.
7. Resident(s) – Email of concern relating to Carr Lane; stables/yard, litter, ditch, overgrown trees and vegetation was referred to ERYC under delegated authority together with report of power cut due to outbuildings at stable yard.

049/21 CLERK'S REPORT

1. The following resolutions were reported as completed;
141/19 4. ERNLLCA: Newsletter and AGM - NALC Model Financial Regulations 2019 The Model Financial Regs. were presented at the meeting held in March 2021 due to meetings not being held May 2020.
024/21 Planning Applications - [20/04277/PLF 21/00022/VAR 21/00134/PLF 21/00300/TCA 21/00303/TCA](#) - comments submitted to ERYC.
026/21 Consultations: Draft Flood Risk Supplementary Planning Document - no comments received.
030/21 7. Parish Appraisal Report – HWRCC informed that approval granted.
031/21 1. ERNLLCA – Land Registry Survey by 26 February 2021 – survey completed.
031/21 5. ERYC New Model Code of Conduct - comments submitted to ERYC.
031/21 6. Annual Parish Meeting – Monday 26 April Annual Meeting – Tuesday 4 May
031/21 7. SSE – Dogger Bank Wind Farm update - uploaded to website/AAT.
102/20 6. Outdoor Gym RWF End of Grant Report – submitted to ERYC.
2. The following updates were received on outstanding matters;
06/21 2. ERYC Public Spaces Protection Order (PSPO) Variation
UPDATE: The amendment for 2020/21 have been approved and sealed. Final document received and link to documentation in due course.
008/21 2. Red & Green Cottages, Weel Road
UPDATE: ERYC confirmed that a referral of the drainage situation at the rear of Red/Green Cottages has now been made to Environment Agency.
014/21 3. B) Meaux Lane

UPDATE: ERYC confirmed that they will be continuing to install the kerbing in the areas of over run when funding permits. This may be either using traditional or extruded kerbing depending on the width of the existing road. The PC awaits update on white lines.

027/21 1. Outdoor Gym Opening Sessions

UPDATE: ERYC, Healthy Lifestyles Development Officer may be in a position to facilitate sessions. The PC agreed to Cllr Vickers and the Clerk progressing this with ERYC.

031/21 10. Correspondence: Resident - the letter of concern relating to water leakage along Weel Rd from the River.

UPDATE: ERYC confirmed that Weel Road gritting route would be considered by the Asset Strategy Team when the Winter Plan is updated later in the year.

070/20 21. 31 Main Street

UPDATE: ERYC is awaiting confirmation of a site visit with the developer.

008/21 1. Court Yard Barn, Hull Bridge Road

UPDATE: ERYC confirmed that the caravan would be classed as ancillary living accommodation.

050/21 GRANT APPLICATIONS

The PC considered the 2021-22 development projects.

1. Woodland/Community Orchard

It was noted that the PC is in receipt of quotations and required planning permissions due to this project being in the Conversation Area. This development will be undertaken on land adjoining the Village Field that was purchased by the PC from Beverley Borough Council for £1 (Conveyance dated 8.11.1982).

Resolved: The PC approved the submission of a grant application to the RWF Community Fund

2. Bus Shelter Solar Lighting

ERYC advised that due to a lack of sun solar lighting would not work and submitted a quote of £1731.85 to install a lighting column c/w lantern and NPG supply at Hull Bridge (PC owned). The light would remain the property of the PC and would need to enter into a maintenance agreement.

The cost to add a lighting column at the Routh bus shelter (ERYC owned) is £15k due to the location of the nearest electricity supply, traffic management and partial road closure.

Resolved: The PC agreed not to progress this project at this point in time and reconsider in the future.

3. War Memorial Lighting

The PC consulted with 6 neighbouring residents; 3 responses were returned (1 in favour/2 objections). The residents' views were considered together with ERYC quote of £2605.00 to supply and install 3no Canon 6 uplighters on a timer into the main supply.

Resolved: The PC agreed not to progress this project based on the results of the consultation and project costs and to reconsider in the future.

051/21 FINANCE & GOVERNANCE

1. Annual Parish Meeting 26.4.21 and Annual Meeting 4.5.21

Resolved: The PC approved the Zoom registration on a monthly basis.

2. Standing Orders, Financial Regs, Risk Assessment & Asset Register

The documents were reviewed together with the updated Model Financial Regulations (2019).

Resolved: The Standing Orders, Financial Regulations and the updated Risk Assessment and Asset Register were approved for the financial year 2020-21. The updated Model Financial Regulations (2019) and amended Standing Orders were adopted from 1 April 2021.

3. Finance and Budget Monitoring Report

Resolved: The PC approved the Financial Reports presented.

2. Payments and Income

Payments	Net £	VAT £	Gross £
The Play Inspection Co. Ltd - Post Inspection O/Gym (Delegated)	150.00	30.00	180.00
ERVAS – Payroll/Pension Processing	47.00	0	47.00
Salaries, HMRC PAYE, Pension	1148.93	0	1148.93
East Riding Group – reissue lost cheque	266.66	53.34	320.00
Income			
Nat West – Bank Interest	0.07	0	0.07

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.

052/21 STAFFING MATTERS

1. Salaries

Resolved: Salaries and pension were approved.

2. Personnel Committee recommendations recorded in draft Minutes dated 8.3.21 were considered;

Resolved: The PC approved;

1. Clerk's terms and conditions to be amended to include the NJC change in regulations from April 2020; the NJC minimum leave is 22 days (25 days after 5 years) plus 8 public holidays plus 2 extra statutory days.

2. Clerk's terms and conditions be amended to include Model NALC Contract 2011 Clause 15.5 'Annual leave must be taken at times agreed with the Council. You may carry forward up to 5 days' leave into the following leave year, subject to the approval of the Council.'

3. 5 days' leave to be taken by the Clerk before 31 March 2021.

4. 5 days' leave to be carried forward by the Clerk to 2021-22 and due to exceptional circumstances to financially reimburse the balance of 8 day's leave (24 hours) remaining in 2020-21.

053/21 DATE OF NEXT MEETING(s): The Parish Council **resolved** to hold the next ordinary meeting on Monday, 19 April 2021 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 19 April 2021