

Tickton & Routh Parish Council

Minutes of the **Annual Meeting** held on **Tuesday 4 May 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; Oliver; Riley; Vickers; N Walker & T Walker

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

Apologies: Councillor Lenton and PCSO McClarron

Absent: None.

Public: One member of the public was in attendance.

Two members of the public attended the Public Participation Session held prior to the meeting regarding the Councillor vacancy.

071/21 ELECTION OF CHAIR FOR THE COUNCIL YEAR 2021-22

Cllr Sinkler was nominated by Cllr Oliver and seconded by Cllr Caley. Thanks, were expressed regarding the work that the Chairman had put in over the past year and commitment to continuing.

RESOLVED: Cllr Sinkler is elected Chairman and declared Acceptance of Office.

072/21 DECLARATION OF ACCEPTANCE OF OFFICE

The Chairman signed a Declaration of Acceptance of Office that was witnessed by the Clerk.

073/21 ELECTION OF VICE-CHAIRMAN FOR THE COUNCIL YEAR 2021-22

Cllr Caley was nominated by Cllr Sinkler and seconded by Cllr T Walker. Thanks, were expressed regarding the work that the Vice-Chairman had put in over the past year and commitment to continuing.

RESOLVED: Cllr Caley is elected Vice-Chairman.

074/21 CO-OPTION TO TICKTON PARISH VACANCY

One applicant was considered.

RESOLVED: The PC approved the co-option of Lucy Pugh and the Declaration of Acceptance of Office was signed.

075/21 ELECTION OF COMMITTEES AND WORKING GROUPS FOR THE COUNCIL YEAR 2021-22

a) Committee and Working Group Terms of Reference

The Personnel, Planning, Finance/Grant and Community Led Housing Working Group Terms of Reference were approved.

b) Personnel Committee

RESOLVED: Cllrs Hadley, Lenton, Oliver, Vickers and N Walker are elected to the Personnel Committee.

c) Planning Committee

RESOLVED: Cllrs Dickson, Lenton, Oliver, N Walker and T Walker are elected to the Planning Committee.

d) Finance & Grant Committee

RESOLVED: Cllrs Hadley, Oliver, N Walker and Sinkler/Caley (as a shared role) are elected to the Finance and Grant Committee with one vacant position.

e) Community Led Housing Working Group

RESOLVED: Cllrs Oliver, N Walker and T Walker are elected to the CLH Working Group.

f) Parish Appraisal Development Plan Working Group

RESOLVED: Cllrs Oliver, Pugh and Vickers are elected to the Parish Appraisal Development Plan Working Group. The Clerk to draft Terms of Reference.

076/21 APPOINTMENT OF INTERNAL AUDITOR FOR 2021-22 ACCOUNTS

RESOLVED: Philip Wright is appointed internal auditor.

077/21 APPOINTMENT OF REPRESENTATIVES OF THE COUNCIL TO OTHER BODIES FOR THE COUNCIL YEAR

a) ERNLLCA District Committee (2 Representatives)

RESOLVED: Cllrs Oliver and N Walker were elected representatives at ERNLLCA District Committee.

b) ERYC Flood Liaison Committee (1 Representative)

RESOLVED: Cllr N Walker is elected ERYC Flood Liaison Committee representative.

c) Tickton Village Hall Management Committee (1 Representative)

RESOLVED: Cllr Hadley is elected Tickton Village Hall Management Committee representative.

d) Tickton Defibrillator Group (1 Representative)

RESOLVED: Cllr T Walker is elected Tickton Defibrillator Group representative.

It was recorded that Cllr N Walker is CAD representative and Cllr T Walker is representative on the Neighbourhood Watch Group and Police & Partners.

078/21 APPOINTMENT OF ROUTH WIND FARM COMMUNITY FUND REPRESENTATIVES 2021-22

• Tickton Rep: Graham Jones (2nd term, year 3)

• Tickton Rep: Phillip Milnes (2nd term, year 1)

• Routh Rep: Simon Lloyd (1st term, year 3)

RESOLVED: It is agreed that Graham Jones, Phillip Milnes and Simon Lloyd continue to stand as representatives. It was noted that there will be a vacancy for a Tickton Representative in May 2022; the PC agreed to advertise later in the year and contact previous applicants.

079/21 APPOINTMENT OF PARISH TRANSPORT CHAMPION 2021-22

RESOLVED: Cllr Vickers is elected Parish Transport Champion.

080/21 TO APPOINT COUNCIL SIGNATORIES FOR THE FORTHCOMING YEAR ON ALL COUNCIL BANK ACCOUNTS

RESOLVED: The PC appointed Cllrs Pugh, Riley, Sinkler and N Walker. The Clerk to arrange completion of a bank mandate to add Cllr Pugh as a new signatory.

081/21 DELEGATION OF DECISION MAKING

RESOLVED: The PC approved delegating decision making to the Clerk, in consultation with all Members when practicable, and in consultation with the Chair and Vice Chairman if necessary. To be reviewed on a monthly basis, taking into consideration the Government's Coronavirus Roadmap and easing of social distancing measures.

082/21 FUTURE MEETINGS

RESOLVED: The PC approved the meeting dates (subject to change due to the Coronavirus).

083/21 APOLOGIES received were accepted and recorded above.

084/21 DECLARATIONS OF PECUNIARY OR NON-PECUNIARY INTEREST

Cllrs Caley and Sinkler declared a Pecuniary Interest relating to Agenda Item 27.2 (Minute Ref. 097/21 2.).

085/21 THE EAST RIDING WARD COUNCILLOR'S REPORT

Ward Cllr Gateshill reported that no works are currently being undertaken on site at Meaux Lane. The Safety Appraisal relating to the installation of kerbs is expected to be undertaken on completion of the works. It was reported that one edging kerb has come loose.

RESOLVED: The PC to report the edging kerb to ERYC Highways.

086/21 MINUTES

Resolved: The minutes of the Parish Council meeting held on the 19 April 2021 were approved as a true and correct record.

087/21 COMMUNITY SAFETY

The Public Spaces Protection Order (PSPO) is in force at Hull Bridge. It is now an offence to jump from the road and footbridge. The Police will continue to monitor activity in this location and response to incidents of anti-social behaviour reported via 101.

It was reported that there had been a couple of burglaries in Leven (1 distraction and 1 breaking a door handle).

The Police and Neighbourhood Watch Panel meeting will be held in June.

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

088/21 PLANNING

1. Planning Applications

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)

RESOLVED: Previous comments apply.

2. Planning Decisions – none received.

3. Planning Enforcement

3.1. 31 Main Street

RESOLVED: To request that ERYC investigate the pile of rubble and to ensure that the site and all materials are securely fenced for public safety.

3.2 Land East of the Nags Head Pub, Routh

RESOLVED: To request that ERYC investigate vehicles on land and the removal of fencing that has created vehicle access and a walkway.

089/21 CONSULTATIONS – none received.

090/21 MOTIONS PROPOSED BY COUNCILLORS

Cllr Oliver proposed that the PC considers asking the Police to look at traffic management of Weel Road following A1035 or Swinemoor Lane traffic issues.

RESOLVED: The PC approved the motion and agreed to request that ERYC Traffic Management/Highways and the Police investigate and consider implementing the following;

1. To introduce a one-way system to reduce traffic issues due to the road being a single-track.
2. To manage and enforce use of passing places and speeding to reduce dangerous driving and to improve safety for horses and riders, cyclists and pedestrians.
3. To reduce the speed limit (currently 40 mph).
4. To restrict vans and larger vehicles using Weel Road in order to reduce traffic build up on Main Street and to improve the flow of traffic when A1035 road closures occur.
5. To request an update on any future plans that Highways England may have for the A1035.

091/21 FLOOD ALLEVIATION

No updates were received.

092/21 COMMUNITY LED HOUSING WORKING GROUP

The presentation was well received at the Annual Parish Meeting. The group is in the process of opening a bank account.

093/21 PARISH MATTERS

1. ERYC Village Task Force Schedules were noted as received.

2. ERYC Outdoor Gym plaque

RESOLVED: The PC accepted the offer and to request that the wording is changed to 'part funded'.

094/21 CORRESPONDENCE RECEIVED

1. **ERNLLCA:** Valuation Office Agency: Collecting Car Park data; Remote Meetings – noted.

2. **ERYC:** Recovery and Support Workshops - noted.

3. **Resident:** Letter to Routh Wind Farm Community Fund Annual relating to Reporting Delays.

RESOLVED: The PC agreed to ask the RWF Chairman to report on available funds held in the RWF Community Fund.

4. **Routh Wind Farm Community Fund:** Closing date extended until 27th of April.

RESOLVED: The PC ratified the delegated decision to submit an application for £1385 (80%) project costs towards Hull Bridge Bus Shelter Lighting and to match fund (£346) 20%.

095/21 CLERK'S REPORT

096/21 FINANCE 2020-21

1. Internal Audit Report

The Internal Audit Report Year Ending 31.3.21 received from Mr P Wright was noted.

2. Governance Report

The Governance report forms part of the Annual Return. Cllrs were asked to examine the return and

approve the Governance Statement based on the knowledge of the workings of the Council; the review of effectiveness and specific evidential report produced by the Clerk.

RESOLVED: The Governance Report was approved by the PC, to be signed by the Chairman and Clerk.

3. Accounting Statements

The contents of the Accounting Statement were examined and the clerk outlined all assurances available to the Parish Council to validate the figures.

RESOLVED: The Accounting Statement was approved by the PC, to be signed by the Chairman and Clerk.

4. Exercise of Public Rights

RESOLVED: The dates of the period for the exercise of public rights were approved to commence on Monday 14 June and ending on Friday 23 July 2021 as suggested by the External Auditor.

097/21 FINANCE & GOVERNANCE 2021-22

1. Annual Rents Review – Allotment Rent and Defibrillator Agreement (Electricity)

RESOLVED: The PC approved 0% increase.

2. Community Grants

RESOLVED: The PC approved the following Community Grants to local groups;

a) All Saints Church - Routh Community Emergency Shelter - £750

b) St Pauls Church - Wednesday Club and Youth Kaf - £750

c) Tickton Village Hall - CCTV Maintenance - £1250 (as approved in the Budget)

Local groups can apply to the PC for a Community Grant. The criteria and application form to be uploaded to the website and shared on AAT.

3. Recreation Ground Trust (RGT)

RESOLVED: The PC approved the cost of grounds maintenance on the land contained held in Trust (two-thirds of the Village Field) at a cost of £1100 by way of gift.

4. Parish Council and RGT Insurance

RESOLVED: Deferred pending receipt of quotations and documents from Insurers.

5. Council's subscriptions to other bodies

RESOLVED: The PC approved annual subscription to ERNLLCA, SLCC and HWRA.

6. Standing Orders, Financial Regulations, Risk Assessments, Asset Register and Policies.

RESOLVED: The PC approved the Standing Orders, Financial Regulations, Risk Assessment, Asset Register. Policies to be reviewed in the year or on change of legislation.

7. Finance & Budget Monitoring Report, 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
Mr Wright – Internal Audit (Delegated payment)	40.00	0	40.00
Income			
Northern Powergrid – Wayleave Payment			62.26

Resolved: The PC approved Finance & Budget Monitoring Report, 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.

098/21 STAFFING MATTERS – none discussed.

099/21 DATE OF NEXT MEETING(s): TBC

The Minutes were signed as an accurate record at the meeting held on the 20 September 2021