

Hutton Cranswick Parish Council

Minutes of the Meeting of the Parish Council held in the Methodist Chapel Hall, Main Street, Cranswick, on Wednesday, 26th April, 2017 at 7.00 pm.

Present: Councillors Mrs Johnson, Mrs Mills, Poolford, Richardson (in the Chair), Mrs Simpson, Swan, Mrs Taylor, Thompson, Mrs Thurlow, Wilson.

Parishioners present: Seven

The clerk recorded the minutes.

17/088 Apologies: Councillors, Lock, Sibley-Calder,
Ward Councillors Mrs Evison, Lisseter, Owen.

17/089 Declaration of Pecuniary and Non-Pecuniary interests

Cllr Mrs Johnson	Item No's 16, 17, 27, 29	Non-pecuniary - Committee Member
Cllr Mrs Mills	Item No 15	Non-pecuniary - HCSRA Committee Member
Cllr Mrs Simpson	Item No 15	Non-pecuniary - HCSRA Trustee
Cllr Swan	Item No 27	Non-pecuniary - Spouse of Treasurer
Cllr Thompson	Item No 29	Non-pecuniary - Spouse of Treasurer
Cllr Mrs Thurlow	Item No 17	Non-pecuniary - GLAC/Committee Member

17/090 Minutes - Resolved - That the minutes of the meeting of the Council held on 22nd March, 2017 be approved and signed as a correct record (proposed Cllr Swan/seconded Cllr Mrs Mills).

17/091 Co-option of Councillors – there was a full compliment of Councillors.

17/092 Police Report - Noted the East Wolds and Coastal and the Driffield and Rural updates' for March, 2017.

17/093 Public Participation:

- (a) Tim Gowthorpe, representing the Village Show Committee, referred to the further information provided to the Council supporting the Committee's request for an annual financial commitment from the Council for the next 3 years (minute 17/115 refers). Tim clarified matters raised by Councillors. The commitment from the Council would provide the Committee with a high degree of certainty in terms of financial planning and the confidence to continue organising the event.
- (b) Representations were made by Ruth Pickles, Matthew Pickles and Sally Johnson in respect of the request for financial assistance from St Peter's Church (minute 17/113 refers). The Church faced significant financial pressures exacerbated with an ever reducing level of support and attendance at Church Services. The Fundraising Committee works tirelessly in raising funds to help maintain and keep the Church open for all to enjoy. The re-ordering of the Church's layout was to make St Peter's a more accessible building and a venue for community events.
- (c) Melvyn Teare spoke with regards to his request for the renewal of the flag pole (minute 17/119 refers). Melvyn had made preliminary enquiries regarding costs and was prepared to take responsibility for the safe keeping of flags and ensuring their proper use. Melvyn asked the Council for its preferred dates for a flag to be flown.

Signed.....Date.....

- (d) Paul Lisseter spoke about the letter and illustrative site plan on the latest proposal at the Williamsfield Road development (minute 17/120 refers). The letter invited views on the plans from the Parish Council. Plans were being prepared for an outline planning application for a further 67 dwellings on land at Williamsfield. Paul clarified matters raised by Councillors. Prior to making the planning submission, Paul was to seek views from residents, through a public consultation. A public exhibition and a leaflet drop were to be arranged in the near future.

17/094 Planning Matters - The following decisions were noted.

- (a) **16/04287/PLF**: Erection of 5 dwellings following demolition of redundant agricultural building, Land North of Mulberry House, Hutton Road, Cranswick, East Riding of Yorkshire - Full Planning Permission – **Approved – 10 Conditions**.

17/095 Planning Applications:

- (a) **17/00937/PLF** - Erection of single storey extension to rear, construction of dormer windows to front and roof lights, conversion of garage to create additional living accommodation and erection of detached double garage at rear, 1 Main Street, Hutton Cranswick, East Riding of Yorkshire, YO25 9QR – Full Planning Permission - **Resolved** – to object to the application due to the excessive scale and size of the new detached garage (proposed Cllr Swan/seconded Cllr Richardson)
- (b) **17/00957/PLF** - Erection of a dwelling following demolition of existing garage, construction of access and erection of a garage in connection with 47A, Land South of 47A, Southgate, Hutton Cranswick, East Riding of Yorkshire , YO25 9QX - Full Planning Permission - **Resolved** - No objections (proposed Cllr Richardson/seconded Cllr Mrs Mills)

17/096 Representatives' reports –

- (a) **ERNLLCA District Committee 11th April** – Cllr Richardson attended the meeting which included information and guidance on governance arrangements for Committees of Parish Councils. The Council's arrangements for the Gatehouse Lake Committee and Community Wood Committee complied with the guidance.
- (b) **In Bloom** – Cllr Mrs Simpson reported on activity since the last meeting. The theme for Britain in Bloom was carnival colours. The RHS had indicated that a full programme of judging was likely to take place on the 7th August. The In Bloom Awards Ceremonies are planned for September (Yorkshire IB) and October (Britain IB). The Driffield Fair raised £118.00. There will be a fundraising stall at the Village Show.

It was planned to have the post boxes re-painted together with the Hutton phone box and some street furniture.

17/097 Play Area – Resolved – (a) to accept the quotation for the Zip wire from Contractor 1 (subject to confirmation of the installation costs) and (b) the clerk to seek a quotation for the supply and installation of the 'Springer J834' equipment (proposed Cllr Mrs Johnson/seconded Cllr Thompson)

17/098 Community Safety Strategy – No issues reported.

17/099 Clerk's report

Signed.....Date.....

- (a) **Village Show – Beer and Musical Festival – 28th July, 2017 – Resolved** – to grant permission for the festival to be held on the Green, subject to appropriate insurance cover being in place (proposed Cllr Mrs Taylor/seconded Cllr Thompson).
- (b) **Parish Path Partnership 2017/18 – Noted** the grant received from the East Riding of Yorkshire Council.
- (c) **Minute 17/067 – condition of horse chestnut tree on Cranswick Green – reply from the East Riding of Yorkshire Council’s Tree Officer – Noted** the tree had been assessed and at the present time there was no remedial work required.

17/100 Garden Allotments – Cllr Thompson had a number of 1000 litre IBC storage containers available, free of charge, this may be of use to allotment users and /or the In Bloom team.

17/101 HCSRA Report - Cllr Swan reported; grounds maintenance work has commenced; discussions continued to be held with the FA on improvements; the hard courts had been cleaned; a dedicated group had been set up to look at the redevelopment of the SRA; the club for youngsters was to end due to lack of numbers.

17/102 Centenary Wood – the Council had received a petition from residents objecting to a proposal by the Centenary Wood Management Committee to create a third path on the northern-most side of the wood. Cllr Poolford confirmed the Committee had no such plans and would respond to the petition accordingly.

17/103 Gatehouse Lake – the minutes of the 6th February, 2017 were received (proposed Cllr Swan/seconded Cllr Mrs Thurlow). Cllr Mrs Johnson referred to the draft minutes of the meeting held on the 25th April, 2017, the following recommendations relating to minute 17/GHL 022 were approved:

- (a) The Licence and Licence Plan (proposed Cllr Poolford/seconded Cllr Thompson).
- (b) A decision on the dipping pond to be deferred until the autumn (proposed Cllr Swan/seconded Cllr Richardson).
- (c) Log piles to remain undisturbed to encourage wildlife (proposed Cllr Mrs Simpson/seconded Cllr Mrs Mills).
- (d) The road surface for the access road to be made good with road planings and a passing place for vehicles to be made at a suitable point along the access road (proposed Cllr Mrs Mills/seconded Cllr Mrs Simpson).
- (e) “Be a responsible dog owner” reminder to be posted on the notice board (proposed Cllr Mrs Mills/seconded Cllr Swan).
- (f) Cllr Poolford to put in place a contract for the management of trees and hedges at the Lake and along the access road (proposed Cllr Richardson/seconded Cllr Thompson).
- (g) The line of the otter fence to be positioned on the boundary perimeter of Gatehouse Lake with the line of the car park being the western boundary (proposed Cllr Richardson/seconded Cllr Swan).
- (h) A cost for the supply and installation of the otter fence is obtained with the angling club given the opportunity to provide the labour for installing the fence with the Council funding the materials (proposed Cllr Poolford/seconded Cllr Richardson).
- (i) Acceptance of a quotation for £750.00 for relocating the bird hide to the north east corner of the Lake and providing a peg for wheelchair users in the space created (proposed Cllr Swan/seconded Cllr Mrs Taylor).
- (j) Advice to be sought from the Environment Agency on the type of species to be introduced into the Lake and the timeframe for a re-planting programme (proposed Cllr Mrs Mills/seconded Cllr Mrs Taylor).

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17/104 War Memorial - No matters to report.

17/105 To determine a financial plan for the Business Reserve Account – Resolved to allocate funds on a provisional basis as follows:-

- (a) £4,400.00 – Support for the 2017/18 budget.
- (b) £7,760.00 – Play area equipment and safety surfacing.
- (c) £8,970.00 – Gatehouse Lake – maintenance contract; re-location of bird hide; otter fencing.
- (d) £4,000.00 – Improvements to Cranswick bus shelter.
- (e) £13,434.00 – Unallocated- redevelopment of SRA/contribution to re-order work at St Peter’s Church.
- (f) £14,000.00 – General reserve.

17/106 To consider pedestrian crossing work, Main Street, Cranswick – the clerk to request details of the proposals and a timescale for completing the work from the East Riding of Yorkshire Council.

17/107 To consider the internal audit report for the year ended 31st March, 2017 – Noted the auditor considered the accounts had been well maintained and no matters arose that needed to be drawn to the attention of the Council. It was **Resolved** to offer AJACS the role of auditor for 2017/18 (proposed Cllr Swan/seconded Cllr Wilson).

17/108 Annual Return for the year ended 31st March, 2017 – following a review of the effectiveness of the system of internal control it was **Resolved** – to approve Section 1 - Annual Governance Statement 2016/17 (proposed Cllr Thompson/seconded Cllr Wilson).

17/109 Annual Return for the year ended 31st March, 2017 – Resolved – to approve

- (a) Section 2 – Accounting statements 2016/17,
- (b) The bank reconciliation for the year ended 31st March, 2017 and
- (c) The explanation of variances.

To Note -

- (d) The dates planned for the provision for the exercise of public rights and the Notice to be published and
- (e) The documentation to be submitted with the Annual Return.

(proposed Cllr Poolford/seconded Cllr Wilson)

17/110 To consider a request for financial assistance from the Hutton Cranswick Childminding Group – Resolved – to fund the request in full (Cllr Richardson/seconded Cllr Mrs Mills)

17/111 To consider the Council’s strategy towards Communication – the Council was to consider setting up a Twitter account. The clerk was to contact the East Riding of Yorkshire Council to establish the protocol that has to be followed for a parish council.

17/112 To consider concerns raised by residents regarding No 4 the Green – the Council noted the concerns.

17/113 Request for financial assistance from St Peter’s Church, Hutton – taking into account the information provided and the representations made earlier in the meeting (minute 17/093(b) refers), it was **Resolved** – not to approve the financial commitment as requested. The Parish Council would consider requests from the Church for financial assistance on a case by case basis, but was unable to commit funds at the level requested (proposed Cllr Richardson/seconded Cllr Mrs Mills).

17/114 To consider correspondence from ERNLLCA re restricting precept increases - Resolved – to support ERNLLCA and complete the call for evidence form (proposed Cllr Thompson/seconded Cllr Poolford).

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17/115 To consider a request from the Village Show Committee – taking into account the information provided by the Committee and the representation made in the meeting (minute 17/093(a)refers), it was **Resolved** – to commit £500 to support the Village Show for the next 3 years (proposed Cllr Mrs Mills/seconded Cllr Mrs Simpson).

17/116 To consider a request to hold a fitness class on the Green – **Resolved** – to permit the request subject to there being appropriate insurance in place and strict compliance with the byelaw relating to the Green (proposed Cllr Mrs Mills/seconded Cllr Thompson).

17/117 To consider a request for financial assistance from Hutton Cranswick Scout Group – **Resolved** – to grant the £500 requested for the purchase of new tents and camping equipment (proposed Cllr Richardson/seconded Cllr Thompson).

17/118 To consider the date to commence the process for re-letting Beverley Road/Southburn farming allotment – **Resolved** – to commence the process in compliance with the previously agreed Policy. Cllrs Poolford, Richardson, Thompson and the clerk to manage the process (proposed Cllr Thompson/seconded Cllr Swan).

17/119 To consider a request to renew the flag pole which stands on the Green next to the school – taking into account the representation earlier in the meeting (minute 17/093(c) refers), it was **Resolved** to approve the request (proposed Cllr Mrs Simpson/seconded Cllr Mrs Mills).

17/120 To consider a letter and enclosures received from Walker Morris LLP in respect of Williamsfield residential development – the correspondence and the representation made earlier in the meeting (minute 17/093(d) refers) was **Noted**.

17/121 Proposals for improvements to the Cranswick brick bus shelter – Cllr Mrs Simpson expressed her opposition to supporting the prospect of the Parish Council having to fund improvements to the shelter. Cllr Thompson considered the Council should not dismiss the request, but seriously consider the request and explore how to alleviate the concerns of the bus users. A quotation for the demolition of the brick shelter and replacement by a wooden shelter was to be sought.

17/122 Payment of accounts and to consider the monthly budget report

Cheque No	Name	Details	VAT	Total inc VAT
Auto	Dee Atkinson and Harrison	FBT - Management fee	81.70	490.20
3084	Hutton Cranswick Methodist Chapel	Hire of Hall - PC meeting 26th April		14.00
3085	ERNLCCA	ERNLCCA and NALC Membership fee - 2017-18		652.03
3086	T. Eling Landscapes and Garden Services	Repairs to footpath behind White Horse	40.00	240.00
3087	T. Eling Landscapes and Garden Services	Works at GHL, Centenary Wood, repairs to bridges, cutting Greens	252.40	1514.40
3088	East Riding of Yorkshire	Supply and install litter bin at Gatehouse Lake	75.43	452.59
3089	Yorkshire Water	Garden allotments - water consumption		60.85

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3090	Beverley and North Holderness Internal Drainage Board	Agricultural Drainage Rates		86.45
3091	HCSRA	Donation as precept		5000.00
3092	HC In Bloom	Donation as precept		1200.00
3093	HC Bulletin	Donation as precept		2500.00
3094	Hutton Cranswick Parochial Church Council	Donation as precept		400.00
3095	AJACS	Annual audit and report		305.00
3096	Administration	Salary and expenses	19.43	494.90
3097	WI Hall	Hire of Hall - GHIL meeting 25th April		6.00
3098	Getmapping Plc	Parish Online annual subscription	8.40	50.40
Total			477.36	13466.82

Resolved - To approve payment of accounts as presented and **Note** the monthly budget report (proposed Cllr Thompson/seconded Cllr Mrs Thurlow). Cllr Thompson was to oversee the monitoring of the 2017/18 budget.

17/123 Correspondence - The following correspondence was received and **noted** and it was **Resolved** to accept the £300.00 quotation for repairs to the Green, at the junction of Main Street and Hobman Lane, referred to in the letter at (m) below (proposed Cllr Thompson/seconded Cllr Poolford).

- (a) ERNLLCA (North East) District Committee, 11th April, 2017.
- (b) Update re Lissett Wind Farm Fund up to the end of February, 2017.
- (c) ERNLLCA March, 2017, Newsletter.
- (d) GRANT finder - Hull and East Riding of Yorkshire - Comic Relief Community Cash.
- (e) GRANT finder - Armed Forces Day Grant.
- (f) GRANT finder - Energy Impact Awards Scheme.
- (g) GRANT finder - Neighbourhood Planning Grants and Support Programme 2015/2018.
- (h) Planning Parish / Town Council Liaison Meetings 2017.
- (i) GRANT finder - Places of Worship: Security Funding Scheme.
- (j) Letter from a resident re minutes of the meeting held on 22nd February, 2017 re Williamsfield.
- (k) Fields in Trust letter dated 24th March, 2017.
- (l) Came & Company - Council Matters Spring, 2017 Newsletter.
- (m) Concerns from a resident about the Green
- (n) GRANT finder - Community Business Bright Ideas Fund.

17/124 Next Meeting - It was agreed the following meetings would be held on the 24th May, 2017 at the Methodist Chapel Hall, Main Street, Cranswick:

- (a) Annual Parish Meeting – 6.45 pm.
- (b) Annual Meeting of the Parish Council – 7.00 pm.
- (c) Ordinary Meeting of the Parish Council – May, 2017 – 7.15 pm.

There being no further business, the meeting closed at 9.20 pm.

Signed.....Date.....