

Hutton Cranswick Parish Council

Minutes of the meeting of the Parish Council, held on the 23rd September, 2020.

The meeting was held remotely via Skype and open to the public. The session commenced at 7.00 pm.

Present: Councillors: Alderton, Holtby, Kelly, Poolford, Richardson (in the chair) Sibley-Calder, Mrs Simpson, Swan, Teare, Thompson, Wilkinson, Wilson. **Parishioners:** One
The Clerk recorded the minutes.

20/220 Apologies: Councillor: Lock. **Ward Councillors:** Evison and Owen.

20/221 Minutes – Resolved – That the minutes of the meeting of the Council held on the 22nd July, 2020 be approved and signed as a correct record (proposed Cllr Swan/seconded Cllr Wilson).

20/222 Police – Reports from East Wolds and Coastal and Driffield/Rural for July and August, 2020 were noted. The Neighbourhood Policing Team Surgery was held outside the School on 17th August, 2020. Residents had reported concerns about the wilful damage being caused to bird feeder/water stations at Centenary Wood.

20/223 Budget – The latest budget position and assumptions for the predicted year-end outturn which, together with the bank reconciliation and VAT Claim ending 30th September, 2020, were noted.

20/224 East Riding of Yorkshire Council's Licensing Act 2003 Formal Policy Review – The Council noted the draft Statement of Licensing Policy, 2021-2026, and had no comments at present.

20/225 Planning Matters – The following decisions were noted:

- (a) **20/01370/PLF:** Construction of an equestrian all-weather surface arena and associated works, for private use, at Land North and North West of Four Acres, 27 Orchard Lane, Hutton, East Riding of Yorkshire, YO25 9PZ – Full Planning Permission – Approved – 4 Conditions (e-mailed to Cllrs 27/07/2020).
- (b) **20/01947/TCA:** HUTTON CONSERVATION AREA - Remove 1 no. Hawthorn tree and 1 no. Blackthorn tree at 14 Orchard Lane, Hutton, East Riding of Yorkshire, YO25 9PZ - Tree Works in Conservation Area - No Objections (e-mailed to Cllrs 05/08/2020).
- (c) **20/02109/TPO:** TPO - HUTTON VILLAGE - 1973 (REF 330) A1. HUTTON CONSERVATION AREA - Fell 1 no. Sycamore tree (T1) due to minor stem failing and damaging grave stones with dominant stem leaning towards the church, which would hit the church, should it fail, at St Peters Church, Church Lane, Hutton, East Riding of Yorkshire, YO25 9PS – Works to Protected Trees - Consent Granted (e-mailed to Cllrs 29/08/2020).
- (d) **19/02768/REM:** Erection of 14 dwellings, following outline permission 14/02093/OUT (Appearance, Scale and Landscaping to be considered) at South Holme, 4 The Green, Hutton Cranswick, East Riding of Yorkshire, YO25 9QN – Approval of Reserved Matters – Application withdrawn (e-mailed to Cllrs 12/09/2020).

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20/226 Planning Applications:

- (a) **20/02270/VAR:** Removal of Condition 2 (private equestrian purposes) of planning permission 18/03902/PLF - Change of use of agricultural building to stable block and part of agricultural land to equestrian use, and construction of a manège for private use at Land South of 7 Sheepman Lane, Hutton Cranswick, East Riding of Yorkshire, YO25 9RA (e-mailed to Cllrs 31/07/2020). The Council had objected to the removal of the condition to allow the commercial use of the site. The nature of Sheepman Lane made it unsuitable for an increase in horsebox traffic, that the commercial use of the site would generate. The proposal had no provision for parking. Residents would suffer an increase in noise and disturbance.
- (b) **20/02627:** CRANSWICK CONSERVATION AREA – Cranswick Green, YO25 9QU - remove 1 no. Pink Chestnut tree (T25) due to previous failure of main bough, hollow going down the main trunk, poor condition and possibly dangerous – Tree Works in Conservation Area (e-mailed to Cllrs 12/08/2020). The Council had not objected to the application.
- (c) **20/02465/PLF:** Conversion, alterations and extension to existing garden room to create elderly persons living accommodation, with access ramp and re-siting of hot tub at Building East of 43 Southgate, Hutton Cranswick, East Riding of Yorkshire, YO25 9QX – Full Planning Permission (e-mailed to Cllrs 18/08/2020). The Council had not objected to the application.
- (d) **20/02843/TCA:** CRANSWICK CONSERVATION AREA - Fell 1 no. Sweet Cherry (*Prunus Avium*) tree (T1) and 1 no. Willow tree (T2); Crown reduce 1 no. Beech hedge by 3 metres in height due to hedge being overgrown at Somerdene, 32 Main Street, Hutton Cranswick, East Riding of Yorkshire, YO25 9QY (e-mailed to Cllrs 01/09/2020). The Council had not objected to the application.

20/227 The provision of a new picnic bench on the Green – Resolved – To approve the proposal presented by Cllr Sibley-Calder (proposed Cllr Teare/seconded Cllr Alderton).

20/228 NatWest Business Banking Switch – The Clerk and Cllr Thompson would explore the benefits available to the Council from the NatWest Bank switching scheme.

20/229 Parish Council Governance Training – A request from East Riding of Yorkshire Council’s Head of Legal and Democratic Services for aspects of the Code of Conduct, or, any matters relating to Parish Council governance, the Council would like to see covered in any training provided, was noted. Cllr Richardson suggested that the Pecuniary and Non-Pecuniary Interest elements of the Code of Conduct to be covered in more depth.

20/230 Annual Governance and Accountability Return (AGAR) for the year ending 31st March, 2020 – It was noted, the external auditor had certified the Annual Return had been completed in accordance with Proper Practices and relevant legislative and regulatory requirements had been met. A “Notice of conclusion of audit”, together with copies of Sections 1, 2 and 3 had been published in line with statutory requirements.

20/231 White Paper: Planning for the Future – Information from NALC on the consultation of proposals for a radical reform of the planning system in England, covering plan-making, development management, development contributions, and other related policy proposals, was noted. It was intended to make the process more efficient, effective and developers more accountable to their obligations. Councillors had reservations of the radical theme of the proposals. A preferred change would be for the views of the parish council to have a greater influence on the decision made on a planning application.

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20/232 Donation – The Council thanked a resident for the generous donation to be used for the planting of new trees around the village. A proposal for two new trees on the Green would be considered at the next meeting (proposed Cllr Poolford/seconded Cllr Thompson). Cllr Poolford agreed to prepare a report.

20/233 Rainwater Drainage System on Beverley Road and Hutton Road – A copy of a letter from a resident sent to East Riding of Yorkshire Council, expressing concerns over the on-going problems with the rainwater drainage system on Beverley Road and Hutton Road, was noted.

20/234 Community Resource Hub – An update was noted.

20/235 COVID-19 Pandemic – A survey to identify challenges faced within communities, in relation to the Covid-19 Pandemic, from East Riding of Yorkshire Council, was noted.

20/236 Remembrance Service – Resolved – To grant a request from ‘Churches Together’ to hold a Service on Remembrance Sunday on the Green, subject to compliance with COVID-19 regulations in force at that time (proposed Cllr Richardson/seconded Cllr Teare). It was noted, the Remembrance Day Service in Bridlington had been cancelled.

20/237 Financial Regulations – Resolved – To amend regulation 6.20, to allow the Clerk to use a personal credit card or debit card, for payment of goods and services, if necessary. Recovery of costs must be submitted as expenses to the next Council meeting for approval (proposed Cllr Richardson/seconded Cllr Thompson).

20/238 Insurance Policy Renewal – The policy renewal was based on the Council’s response to a pre-renewal invitation which included assessment of current risks and review of the Sums Insured. It was **Resolved** to accept the renewal quotation, as presented (proposed Cllr Teare/seconded Cllr Poolford). It was noted, that the renewal was the final year of a three-year agreement.

20/239 Northern Railway Train Times – The action that had been taken to reverse the proposed reduction in train times for Hutton Cranswick, proposed by Northern Railway, for the period 14th September, 2020 to the 12th December, 2020, was noted.

20/240 Payment of Clerk – Resolved – To implement the National Joint Council for Local Government Services (NJC) new pay scales for 2020-21 (proposed Cllr Thompson/seconded Cllr Wilson).

20/241 Pond Maintenance – Reports from Cllr Alderton and Cllr Sibley-Calder, that set out issues and proposals for the upkeep of the pond were noted. Cllr Poolford outlined the reasons for the exceptional growth of plants/trees in the pond that has occurred this year. It was noted, that permission from the Council was required to introduce new plants into the pond and any pruning of the trees. The thinning out of plants and the pruning of the trees, including the tree on the island, was planned to be completed by November.

Cllr Sibley-Calder was to prepare, for the next meeting, a proposal for introducing a number of small resin animals onto the centre of the island, slightly hidden amongst the plants and objects, with an idea of encouraging children to try and spot them.

20/242 Station Road, Traffic Survey – It was noted, a traffic speed survey on Station Road, Hutton Cranswick was to be undertaken week commencing 28th September, 2020.

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20/244 New footpath on The Green – Cllr Teare reported an application for consent under section 38 of the Commons Act 2006, to undertake the works, had been submitted to the Planning Inspectorate. A proposal to use some of the spoil/turf from the excavation work was to be used for filling in low areas of The Green, was agreed (proposed Cllr Teare/seconded Cllr Thompson). The cost of the work would be contained in the budget approved at minute 20/207.

20/245 Garden Allotments – Cllr Poolford reported that the Tenancy Agreements for the period 1st October, 2020 to the 30th September, 2021 had been issued. There were 5 vacant plots, at present, and the possibility of a further 3 plots in the near future. Cllr Teare was to explore the letting of allotments to groups. Cllr Poolford was to prepare, for the next meeting, a proposal for maintaining unoccupied plots.

20/246 Play Area – Cllr Thompson had provided quotes, received from three play park providers, for the amendments and updates to the play park. Councillors considered the proposals in detail and a number of suggestions were noted. It was agreed that Cllr Thompson was to have further discussion with the provider of option one. Cllr Thompson had secured some sponsorship towards the cost of the project and had made an application for commuted sums to East Riding of Yorkshire Council. A final report was to be submitted to the next meeting.

20/247 In-Bloom Team – An update from Cllr Mrs Simpson, previously circulated, was noted.

20/248 Trees on Hutton Green – It was noted that work to remove some branches from the two trees on Hutton Green, that were overhanging on to private property, had been completed.

20/249 Request for an established tree to be re-planted on The Green as a memorial to a local resident – As the tree was a Horse Chestnut tree, with the rapid spread of bleeding canker disease, it was decided inappropriate for the tree to be planted on The Green (proposed Cllr Poolford/seconded Cllr Richardson).

20/250 Community Safety – To note concerns from a resident of the dangers of inconsiderate parking on Main Street, Cranswick. A complaint that between hours as early as 5am up until 11pm, owners of a property on Main Street, had been leaving their dog outside with little regard for its health or their neighbours, as it has caused constant and uninterrupted nuisance. The matter was to be reported to East Riding of Yorkshire Council's Public Protection Services. Concerns of overhanging branches on trees in Howl Lane had been reported to East Riding of Yorkshire Council's Streetscene Services.

20/251 Centenary Wood – A concern about wilful damage to bird feeders/water stations at Centenary Wood had been reported to the Police. The residents that raised the concerns had also reported the damage to a police officer at the Neighbourhood Policing Team Surgery held on 17th August, 2020.

20/252 Village Information Leaflet – An updated village leaflet proposed by Cllr Mrs Simpson was approved (proposed Cllr Richardson/seconded Cllr Poolford).

20/253 Councillors Who's Who – A suggestion from a resident that small photos of Parish Councillors should either feature on the new noticeboards, or in the Bulletin was considered. It was proposed by Cllr Alderton and seconded by Cllr Kelly, that photographs be provided to the Bulletin e-mail address and posted on noticeboards, the website and in the Bulletin. A vote was taken and the motion was carried by majority.

20/254 The Green – The Council had received a request from a resident to leave part of the Green uncut, to encourage an area of wildflower. It was noted that the soil of the Green was too fertile and not suitable for growth of wildflower. It was **Resolved** not to take up the suggestion (proposed Cllr Richardson/seconded Cllr Teare).

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20/255 Section 85 of the Local Government Act 1972 - Six Month Rule – East Riding of Yorkshire Council’s Head of Legal and Democratic Services had reminded parish councils that, ‘if a Councillor failed to attend a meeting for a period of six months, the Councillor ceased to be a member of the authority, unless that failure was due to a reason approved by the authority’. Minute 20/158 had made provision for the six-month rule.

20/256 Limitation of Gatherings – East Riding of Yorkshire Council’s Head of Legal and Democratic Services had reminded parish councils of the announcement by the Government, that legislation was to be passed prohibiting social gatherings of more than six people. This was to bring the legislation (which currently prohibited gatherings of 30 or more) into line with the guidance. The current legislation contained an exemption to the 30 limit for public bodies, provided that they had carried out a risk assessment and were following that risk assessment. It was noted the new provisions may contain a similar exemption for public bodies that would mean it was still legal for parishes to hold face to face meetings.

The advice from East Riding of Yorkshire Council remained that parishes should only be holding remote meetings.

20/257 Christmas Tree – Resolved – To accept the proposal to purchase a Christmas Tree, as presented by Cllr Teare (proposed Cllr Richardson/seconded Cllr Teare).

20/258 Public Survey on Roads – It was noted the Association of Police and Crime Commissioners Road Safety and Roads Policing Portfolio had launched a national public engagement survey, designed to understand public perception of road safety and enforcement.

20/259 Annual Estimates and Forward Planning for 2021-22 to 2023-24 – It was agreed that proposals for spend, as part of the 2021-22 to 2023-24 budgets, would be submitted to the Clerk by the 16th October, 2020. Draft budgets would be presented to the next meeting.

20/260 Clothing/textile Bank – An offer to place a further clothing/textile bank in the village was not accepted as the village currently had sufficient facilities (proposed Cllr Teare/seconded Cllr Richardson).

20/261 SRA – An update from Cllr Mrs Simpson, previously circulated, was noted.

20/262 Dog Fouling – A complaint received from a resident living in Reynard Close about dog fouling on the Close was to be referred to the East Riding of Yorkshire Council dog warden.

20/263 Payments – August, 2020: -

<u>Cheque No</u>	<u>Name</u>	<u>Details</u>	<u>Net of Vat</u>	<u>VAT</u>	<u>Total (including VAT)</u>
3493	PKF Littlejohn LLP	Limited assurance review of Annual Governance and Accountability Return for year ended 31st March 2020	400.00	80.00	480.00
3494	T. Eling Landscapes and Garden Services	Cutting Greens 1st, 13th and 28th July, 2020	459.00	91.80	550.80
3495	Opus Energy	Pond - Electricity standing charge 7th July, 2020 to 6th August, 2020	12.31	0.62	12.93
3496	S. Sanderson	Salary and expenses	390.08		390.08
3497	Hutton Cranswick Bowls Club	Contribution to purchase of new lawn mower (min 20/020)	2000.00		2000.00
3498	P.A. Watson	Installation of notice board on the Green	120.00		120.00
Total			3381.39	172.42	3553.81

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Resolved – To approve payment of accounts as presented (proposed Cllr Swan/seconded Cllr Poolford).

20/264 Payments – September, 2020: -

<u>Cheque No</u>	<u>Name</u>	<u>Details</u>	<u>Net of Vat</u>	<u>VAT</u>	<u>Total (including VAT)</u>
3499	T. Eling Landscapes and Garden Services	Cutting Greens 11th August, 2020	153.00	30.60	183.60
3500	HNS Publishing Limited	Notice re footpath on the Green published in Drifffield & Wolds Weekly (8th September, 2020) (20/207)	396.00	79.20	475.20
3501	Opus Energy	Pond: Electricity standing charge 7th August to 6th September, 2020	12.37	0.62	12.99
3502	Came and Company	Insurance Premium - 1st October, 2020 to 30th September, 2021 (18/189)	1256.17		1256.17
3503	S. Sanderson	Salary and expenses	518.07	25.61	543.68
3504	HMRC	PAYE/NIC Liability - 6th July, 2020 to 5th October, 2020.	279.00		279.00
Total			2614.61	136.03	2750.64

Resolved – To approve payment of accounts as presented (proposed Cllr Swan/seconded Cllr Poolford).

20/265 Other payments – Resolved – To approve a payment of £329.66 to Business Stream, for water charges at the pond and a payment of £500.59 to East Riding of Yorkshire Council, for the installation of a replacement litter bin on Beverley Road, Cranswick. Total payments £830.25 (proposed Cllr Teare/seconded Cllr Thompson).

20/266 Correspondence – The following correspondence was received and noted: -

- (a) National Association of Local Councils (NALC) – Chief Executive’s Bulletin July, 2020.
- (b) Invitation to join East Riding of Yorkshire Council’s Chairman’s Award Presentation Ceremony on Tuesday 28th July, 2020 on Facebook or YouTube.
- (c) Planning and Development Management Town and Parish Council Update July, 2020.
- (d) Open Spaces Society - All the news from our 2020 AGM.
- (e) Concerns from a resident that some overhanging trees on Howl Lane are dangerous.
- (f) East Riding of Yorkshire Council - Planning Enforcement Officer Areas.
- (g) NALC - COVID-19: Guidance for the safe use of multi-purpose community facilities - update dated 31st July, 2020.
- (h) Hornsea Four webinar presentation.
- (i) Anti-Social Behaviour six-month statistics 1st October, 2019 – 31st March, 2020 - East Wolds and Coastal Ward.
- (j) Regional Driving Assessment Centre and Transport Hubs Project.
- (k) The East Riding and Northern Lincolnshire Local Councils Association (ERNLLCA) - HR support and advice - new protocol.
- (l) Insights from Came & Company Local Council Insurance; The Government has updated its guidance for managing play areas and outdoor gyms; Exiting lockdown: risk management; Tree management; and Safer banking.
- (m) ERNLLCA - Newsletter 7.
- (n) NALC – Chief Executives Bulletin August, 2020.
- (o) NALC – Rebuilding Communities - Health and Wellbeing Week in October, 2020.
- (p) Complaint about the standard of grass cutting in Laburnum Avenue, Cranswick.

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- (q) North Holderness Community Transport (HART) – minutes of the AGM held on 3rd August, 2020 and the Chairman’s Report, 2020.
- (r) NEW small grants fund from Lissett Wind Farm Community Fund to support COVID related projects (up to £500 per project).
- (s) NALC – Chief Executives Bulletin September, 2020.
- (t) Joint Local Access Forum and Annual General Meeting 16th September, 2020.
- (u) NHS East Riding of Yorkshire Annual General Meeting Tuesday 15th September, 2020.
- (v) ERNLLCA - Newsletter 8.
- (w) NALC – Coronavirus update - Health Protection (Coronavirus, Restrictions) (No. 2) (England) (Amendment) (No. 4) Regulations 2020 and MHCLG reissued its guidance.

20/267 Next meeting – was to be held on the 28th October, 2020 commencing at 7.00 pm.

There being no further business, the meeting closed at 8.30 pm.

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