

Hutton Cranswick Parish Council

Minutes of the Meeting of the Parish Council, held on the 27th September, 2023.
The meeting was held at the WI Hall, Main Street, Cranswick and commenced at 7.00 pm.

Present: Councillors: Alderton, Bucknall, Jones, Kelly, Richardson, Sibley-Calder, Swan, Teare, Thompson (in the Chair). Ward Councillor: Dewhirst. Parishioners: Two. The Clerk recorded the minutes.

A Minute's Silence was held in memory of Norman Smith, a former long serving Parish Councillor.

23/201 Apologies: Councillors: Ingham, Poolford, Mrs Simpson.

23/202 Declaration of Pecuniary and Non-Pecuniary Interests: –

Cllr Bucknall – item 9(a) Minute 23/209(a) – Non-Pecuniary – Neighbour of Applicant.

23/203 Minutes – Resolved – That the minutes of the meeting of the Council held on the 26th July, 2023, be approved and signed as a correct record (proposed Cllr Swan/seconded Cllr Richardson).

23/204 Public Participation – The resident that made the request for the provision of a basketball post and net on The Green spoke in support of the proposal and clarified questions raised by councillors.

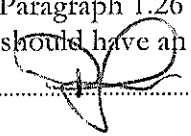
23/205 Financial Monitoring: -

- (a) 2023-24 Budget – Months 5 and 6 positions were noted.
- (b) The Bank Reconciliation at August, 2023 was £112,076.79.
- (c) The Bank Reconciliation at September, 2023 was £108,751.31, which was verified and signed by Cllr Teare, being a member other than the Chairman and cheque signatory.
- (d) The Clerk had provided financial information to use as a basis for formulating the next 3-year budget. Draft budgets would be presented to the next meeting.
- (e) A claim of £1,250.41 to recover VAT incurred for the period 01/04/2023 to 30/09/2023 was noted.
- (f) An update of the Periodical Receipts Register was noted.

23/206 Community Governance Review – East Riding of Yorkshire Council was undertaking a community governance review of all parish areas. The review considered whether parish councils should be created, dissolved or altered (this could be in relation to the boundaries of a parish, the number of councillors on a parish council or the name of the parish). The draft recommendation for Hutton Cranswick Parish Council was to reduce the parish councillors from 13 down to 10. It was **Resolved** that, as a growing village with increasing activity and the potential of significant changes in the near future, the recommendation to reduce its number of councillors to 10 was not supported and the membership of the Council should remain at 13 parish councillors (proposed Cllr Richardson/seconded Cllr Sibley-Calder).

23/207 Annual Governance and Accountability Return (AGAR) for the year ending 31st March, 2023 – The external auditor had certified the Annual Return. Based on the review of Sections 1 and 2, the opinion of the auditor was that the information was in accordance with Proper Practices and no other matters had come to the auditor's attention giving cause for concern that relevant legislation and regulatory requirements had not been met. The Notice of audited accounts had been published on the 31st July, 2023. A timetable for the 2023-24 AGAR was noted.

The external auditor had emphasised a change within the Practitioners' Guide 2023 which was mandatory for the 2023/24 period. Paragraph 1.26 related to the requirements in relation to Assertion 3 and stated 'Email management - every authority should have an email account that belongs to the council and to which the council has access – this

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ideally would be a .gov.uk or .org.uk address, or could be an address linked to the council website.' In order to answer yes to Assertion 3 in the 2023/24 Annual Governance Statement, a local authority should ensure that it had an email address that complied with this requirement and if it does not already, it should do so urgently.

23/208 Planning Matters – The following decisions were noted:

(a) 23/02014/TCA: CRANSWICK CONSERVATION AREA - Crown reduce 1 no. Horse Chestnut tree by approx. 4-5 metres to remove outside limbs to rebalance, reduce weight and increase safety at Cranswick Green Amenity Land, The Green, Hutton Cranswick, East Riding of Yorkshire, YO25 9QU- Tree Works in Conservation Area – Raised No Objections.

(b) 23/01642/PLF: Erection of a dwelling and detached double garage (replacement house type on Plot 9, following planning permission 18/00455/PLF) at Land and Buildings, Rear of 99 Main Street, Hutton Cranswick, East Riding of Yorkshire - Full Planning Permission – Approved 15 Conditions.

(c) 22/04058/VAR: Variation of Condition 6 (approved plans) of planning permission 17/03306/PLF (Retention and change of use of temporary building, used as home office to holiday accommodation, including alterations and installation of flue), to allow the use of a shallow pitched roof rather than a flat roof at 95 Main Street, Hutton Cranswick, East Riding of Yorkshire, YO25 9QY – Variation of Condition 6 – Application Withdrawn.

23/209 Planning Applications:

(a) 23/02001/PLF: Erection of a single storey extension to front and side and installation of two roof lights; construction of two dormer windows and installation of roof lights to front; three dormer windows and one roof light to rear, to allow loft conversion and erection of single storey extension to existing garage at Moat Lodge, 24 Station Road, Hutton Cranswick, East Riding of Yorkshire, YO25 9QZ – Full Planning Permission. No objection Raised.

(b) 23/02074/PLF: Erection of a building and construction of car parks and service area for use for the repair and maintenance of coaches, buses and commercial vehicles with a PSV operating centre and an authorised test facility for commercial vehicles, including installation of fuel pumps, erection of 2m high palisade fencing and gates and excavation of surface water balancing pond at Land North West of The Tower, Cranswick Industrial Estate, Beverley Road, Hutton Cranswick, East Riding of Yorkshire, YO25 9QE – Full Planning Permission – **Resolved** – Not to object to the application (proposed Cllr Teare/seconded Cllr Thompson).

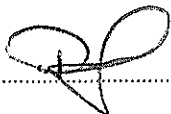
(c) 23/02250/CLP: Certificate of Lawfulness for the proposed erection of a single storey extension to rear at 31 Williamsfield Road, Hutton Cranswick, East Riding of Yorkshire, YO25 9BH – Certificate of Lawful Development (e-mailed to Cllrs 22/08/2023). No Objection Raised.

23/210 Representatives reports: -

(a) In Bloom – The outcome of the Yorkshire In Bloom Awards Ceremony was to be reported to the next meeting.

(b) SRA – The outdoor facilities continued to be well used with regular events held for archery, tennis, drones, cricket and football, as well as hosting several larger events. Indoor activities included keep fit, yoga and table tennis. The community events generated funds used towards the new building project and the running cost of the grounds and club house. The Committee had a vacancy for the British Sign Language signer.

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An update on the SRA New Build reported a fully costed business plan was to be drawn up. The SRA New Build sub-committee was meeting in October to consider its next steps.

In June, 2024, the SRA would be holding an event to mark the 80th Anniversary of the D-Day landings.

(c) Pond – The annual clearing of the pond was to be undertaken in the next few months, to include removal of weed, attention to bullrushes and to vegetation around the island. Cllr Sibley-Calder was to arrange installing the festive lighting and the Christmas Nativity on the island.

Cllr Sibley-Calder reported the refurbishment of the BT Box was progressing. The roof of the Box had been more challenging than anticipated.

(d) Village Show – A full a report on the 2023 Show was to be reported to the next meeting.

23/211 Parish Councillor Vacancy – East Riding of Yorkshire Council had confirmed the vacancy can be filled by co-option.

23/212 Basketball post and net on The Green – Resolved – To explore the implications of the initial and on-going costs, safety and security and the permissions that would be required to provide a basketball post and net in terms of (a) a temporary arrangement or (b) a more permanent arrangement by a further extension of the play area (proposed Cllr Thompson/seconded Cllr Alderton).

23/213 Payments, August, 2023 - £2,094.42

Cheque No	Name	Details	Net of Vat	VAT	Total (including VAT)
3936	PKF Littlejohn LLP	Limited assurance review of Annual Governance and Accountability Return for year ended 31/03/2023	420.00	84.00	504.00
3937	NetWise Uk	Provide GOV.UK Domain and one mailbox	134.00	26.80	160.80
3938	T. Eling Landscapes and Garden Services	Cutting Greens 03 and 17/07/2023	366.00	73.20	439.20
3939	Opus Energy	Pond - Electricity standing charge (02/07/2023 to 01/08/2023)	17.12	0.86	17.98
3940	S.J Danby Ltd	Removal of cantilever swing (23/189)	435.00	87.00	522.00
3941	S. Sanderson	Clerk salary	450.44	0.00	450.44
Total			1822.56	271.86	2094.42

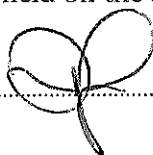
Resolved – To approve the payments as reported on the 22nd August, 2023 (proposed Cllr Teare/seconded Cllr Richardson).

23/214 SRA Woodland – The Conservation Volunteers had visited the site to carry out maintenance and reported that 98% of the young saplings had survived with good growth. It was **Resolved** – Not to replace the 2% of trees that did not survive (proposed Cllr Thompson/seconded Cllr Swan).

23/215 Solar energy project proposed by ABEI Energy Ltd – Resolved – Not to take up the opportunity to release the garden and farming allotments off Beverley Road as part of a potential solar farm project (proposed Cllr Richardson/seconded Cllr Swan).

23/216 Gatehouse Lake – Resolved – That the minutes of the Gatehouse Lake Committee held on the 8th March, 2022 be received (proposed Cllr Swan/seconded Cllr Sibley-Calder). Feedback from the Gatehouse Lake Committee Meeting held on the 30th August, 2023 was noted.

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23/217 Business Modernisation – Resolved – To set up .gov.uk email accounts for all councillors (proposed Cllr Thompson/seconded Cllr Richardson).

A proposal for new hardware and associated software was to be considered at the next meeting

23/218 Insurance Policy – Resolved – To renew the policy with Aviva Insurance, as recommended by Clear Insurance Management Ltd, at a cost of £991.03 (proposed Cllr Teare/seconded Cllr Thompson).

23/219 Council Website – Deferred to a future meeting.

23/220 Play Area – The damaged zipline pendulum seat with chain and hose had been replaced. Ideas for the replacement for the basket swing was to be discussed at the next meeting.

23/221 Trees on the Green – Resolved – To seek planning permission to crown lift the Beech tree (T17) located at the end of the hammerhead of Hobman Lane (proposed Cllr Swan/seconded Cllr Teare).

23/222 Allotments – Garden allotments: One plot remained vacant. Rent had been received from 9 of the 27 tenants. Farming allotments: Beverley Road allotments: Negotiations on the SEGL2 Project were progressing.

23/223 Measures to protect the Green – Recently there had been instances of cars parking on the Green from the Main Street towards the School and off Main Street opposite the Spar. Also, vehicles had travelled from Southgate up the no through road at the back of the Green and had either continued across the Green onto Hobman Lane, or turned around on the Green back to Southgate. It was **Resolved** (a) to arrange for a no-through road sign to be installed at the start of the road that goes at the back of the Green, (b) in the short-term erect metal poles and hazard tape from Main Street up to the School (proposed Cllr Thompson/seconded Cllr Alderton) and (c) explore the installation of bollards on the Green in the problem areas around Main Street (proposed Cllr Teare/seconded Cllr Richardson).


No 2 The Green was for sale. The property was offered with 'gravelled off street parking for two cars'. The Council had granted an easement to allow access for vehicles only and not to park on the drive. The Clerk was to clarify the position with the owner and estate agent.

23/224 Community Speed Watch Group – Cllr Richardson reported it was unlikely that a Group would be formed.

23/225 Creation of a 'Quiet Lane' on the National Cycling Network between Drifffield, Skerne and Hutton Cranswick – Resolved – Not to support the proposal.

23/226 The Public Sector Deposit Fund – The Council had noted the Key Investor Information of the Fund. It was **Resolved** to submit an application and make an initial investment of £5000.00 in the Public Sector Deposit Fund operated by Churches, Charities and Local Authorities (CCLA) Investment Management Limited on the basis that: Dividends would be automatically reinvested; The account would be operated by any two of the authorised signatories; Cllrs Richardson; Mrs Simpson; Swan and Thompson would act as Directors; the Clerk would be the main contact; and instructions would be sent by e-mail (proposed Cllr Thompson/seconded Cllr Teare).

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23/227 Payments, September, 2023 - £3,571.26

<u>Cheque No</u>	<u>Name</u>	<u>Details</u>	<u>Net of Vat</u>	<u>VAT</u>	<u>Total (including VAT)</u>
3942	Hutton Granswick WI	Hire of Hall (Defibrillator Awareness Events x 2 and PC Meeting)	60.00	0.00	60.00
3943	T. Eling Landscapes and Garden Services	Cutting Greens: 15/21/and 29/08/2023; Tidying allotments	651.00	130.20	781.20
3944	Opus Energy	Pond - Electricity standing charge (02/08/2023 to 03/09/2023)	18.93	0.95	19.88
3945	Clear Insurance Management Ltd	Insurance renewal: 01/10/2023 - 30/09/2024 (22/214)	991.03	0.00	991.03
3946	S.J. Danby Ltd	Play area - repairs to Zipline	416.00	83.20	499.20
3947	S. Sanderson	Salary and expenses	561.82	22.23	584.05
3948	HMRC	PAYE/NIC Liability - 06/07/2023 - 05/10/2023	318.40	0.00	318.40
3949	S A Agricultural & Landscaping	Flail hedge at Gatehouse Lake	200.00	40.00	240.00
3950	Business Stream	Garden allotments - water charge: 17/06/2023 -16/09/2023	77.50		77.50
Total			3294.68	276.58	3571.26

Resolved – To approve the payments, as presented (proposed Cllr Swan/seconded Cllr Alderton).

23/228 Additional payments received after the publication of the agenda: – £9.00

<u>Cheque No</u>	<u>Name</u>	<u>Details</u>	<u>Net of Vat</u>	<u>VAT</u>	<u>Total (including VAT)</u>
3951	Russell Thompson	Expenses re Land Registry fee	9.00		9.00
Total			9.00	0.00	9.00

Resolved – To approve the payments, as presented (proposed Cllr Richardson/seconded Cllr Jones).

23/229 Community Safety – Cllr Sibley-Calder reported that the two defibrillator awareness events had been successful and well attended. Flooding on Southgate: The Council noted a letter that a resident from Southgate had sent to neighbours giving background to the continuing problem with top water and sewage flooding onto properties on Southgate, the action the resident had taken to date, a request for neighbours to also raise concerns with Yorkshire Water and serious concerns that the matter would potentially become considerably worse if the new development proposed for land adjoining Southgate went ahead. The Council would contact Yorkshire Water and East Riding of Yorkshire Council to establish what course of action was planned to alleviate the problem.

23/230 Correspondence – The following correspondence was received and noted: -

- Comments from a resident on the East Riding Plan and garden allotments.
- East Riding and Northern Lincolnshire Local Councils Association (ERNLLCA) - Newsletter, July, 2023.
- Anti-social behaviour on Beech View.
- Police - Driffield and Rural Ward and East Wolds and Coastal Ward Update – August, 2023.
- Community In Motion Active Bystandership, Leadership Training.
- ERNLLCA - Newsletter, August, 2023.
- North Yorkshire Council approval of planning application for National Grid's proposed Scotland to England Green Link 2 (SEGL2)/Eastern Green Link 2 (EGL2) project.
- ERNLLCA – Investment article.
- ERNLLCA – Training Events calendar.
- Levelling-up and Regeneration Bill: consultation on implementation of plan-making reforms – National Association of Local Councils Consultation on Local Plans.
- Emergency Temporary Traffic Regulation Order on Howl Lane, Hutton to repair communication pipe.
- East Riding of Yorkshire Council's (ERYC) Holiday Activities and Food Grants Christmas & Annual Grant.
- Police – promotion of My Community Alert communication facility.

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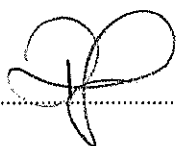
- (n) Police - Drifffield and Rural Ward and East Wolds and Coastal Ward Update – September, 2023.
- (o) D-Day 6th June, 2024 - 80th Anniversary Guide.
- (p) ERNLLCA- Annual general Meeting 15th September, 2023.
- (q) ERYC Communities and Environment Town and Parish Council Events in 2023/24.
- (r) East Riding of Yorkshire Enhanced Bus Partnership - Annual Forum Event – 13th October, 2023.
- (s) East Riding of Yorkshire and Kingston Upon Hull Joint Local Access Forum meeting 20th September, 2023.
- (t) Temporary Traffic Regulation Order along Stockbridge Lane Track, Hutton Cranswick to allow provision of a new electricity connection for solar farm work.
- (u) Beverley and North Holderness Internal Drainage Board - Annual Governance and Accountability Return year ended 31st March, 2023 - Notice of Conclusion of Audit.
- (v) Temporary Traffic Regulation Order at Howl Lane Level Crossing, Hutton (part of Howl Lane and Rotsea Lane) and 20 metres either side of the level crossing commencing 12th November 2023 - 23:00 hours until 13th November 2023 - 06:00 hours, to allow "annual level crossing teasing" work.
- (w) East Riding of Yorkshire Council - Standards Committee - vacancies for two Parish Council representatives.
- (x) The monthly inspection log of the Play Area.

23/231 Bulletin – Topics for the November Edition would be required by the 16th October, 2023 (a) Parish Council Vacancy (Cllr Jones), (b) Gatehouse Lake (Cllr Teare) and (c) Protection of the Green/car parking (Cllr Sibley-Calder).

23/232 Next Meeting – 25th October, 2023 at the WI Hall, Main Street, Cranswick.

There being no further business, the meeting closed at 8.50 pm.

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