

Councillors,

You are hereby summoned to attend the meeting of South Cave Parish Council to be held in the Town Hall, 42 Market Place, South Cave on **Monday 21st May 2018** at **7.00pm**, to transact the following business:

L Fielding
Clerk to the Parish Council

14th May 2018

Due to safety regulations up to 16 members of the public are welcome to attend.

AGENDA

- Public Forum** - (15 minutes) - an opportunity for members of the public to speak on any Parish Issue.
- 7.15 **1 Election of Chairman & Declaration of Acceptance of Office for the year 2018/19**
- 7:25 **3 Election of Vice Chairman 2018/19**
- 7.30 **4 Apologies for absence**
- 7:35 **5 Organisation of Committees**
Appointment of members or representatives to serve on the under mentioned committees (categories may be subject to change)
- (a) Finance & General Policy** - Full Council
 - (b) Open Spaces**
 - (c) Technical Services**
 - (d) South Cave Social & Rec. Committee**
 - (e) S & E Barnard Trust**
 - (f) Mrs Barnard's Allotment Charity**
 - (g) Samuel Jobson's Charity:** 4 year term of office
 - (h) Police Liaison Representative**
 - (i) School Liaison Representative**
 - (j) Emergency Committee**
 - (k) Planning (including Conservation, Environment & Trees)**- Full Council
 - (l) Personnel Committee** – (3 members called when required)
- 7:40 **6 Ward Councillors Report To Meeting for information only**
- 7.45 **7 Approval of Previous Meetings Minutes**
16th April 2018
Extra-Ordinary Meeting 23rd April 2018
- 7:50 **8 Declarations of Interest**
- (i) The East Riding of Yorkshire Council Code of Conduct as adopted by South Cave Parish Council 2012. To record any declarations of pecuniary and non-pecuniary interest by any Member in respect of items on this agenda. Members declaring interests should identify the agenda item and type of interest being declared.
 - (ii) To note any dispensations given to any member of the council in respect of the agenda items listed

- 7:55 **9** **Committees**
 (i) To receive and where necessary adopt the resolutions from within the minutes of the following committee meetings:
 Planning Committee Meeting – Monday 14th May 2018
 Finance & General Policy Meeting – Monday 23rd April 2018
- 8:00 **10** **General Policy**
 (i) To note the review of Standing Orders to be arranged once clarification on Data Protection concluded
 (ii) To note the review of Financial Regulations to be arranged once clarification on new model received from ERNLLCA
- 8:05 **11** **Data Protection**
 (i) To note ERNLLCA advice relating DPO non requirement
 (ii) To receive & adopt Privacy Policy and associated contact forms provided by ERNLLCA
 (iii) To Note requirement to register as Data Protection controller - £35.00
- 8:15 **12** **Police**
 (i) To receive Crime Figures
- 8:20 **13** **Other Matters**
 (i) To receive advice noted from ERNLLCA relating to Parish Council Social Media
 (ii) To consider the hiring of additional warning signage to assist to slow traffic to Market Place, South Cave
 (iii) To receive update relating to signage installation for Wadley Plump
 (iv) To receive response from businesses relating to the installation of a Trodd (A1034 to Rudstone Walk)
 (v) To consider attendance to - The Level 6 students pioneering the Community Governance Degree are proud to host an informative and educational conference for forward thinking clerks Date: Thursday, 5th July 2018
 Time: 9.30am – 4.00pm
 Location: The Space Centre, Leicester
 (vi) To receive resident letter relating to: Traffic at Market Place, Repairs to Road at Market Place, Dog fouling & King George V Field
 (vii) To note EYMS briefing note highlighting a number of changes to Commercial Services operated by East Yorkshire Motor Services, operator changes for Home to School Transport Services and changes to Contracted Local Bus Services. The changes will come into effect from Sunday 6th May 2018.
 (viii) To discuss location of Bin to be installed at Steep Hill, South Cave
 (ix) To receive ERYC information relating to – Tackling Anti Social Behaviour in the community
 (x) To note the naming of Proposal to Name A63 Between Clive Sullivan Way, Hessle and M62 - Petuaria Way.
 (xi) To consider request from South Cave Preservation Society for the installation of additional seat at Bull Pasture.
 (xii) To receive information relating to Draft National Planning Policy Framework
 (xiii) To note complaint received relating to blocked drains at Market Place, South Cave
 (xiv) To receive NALC survey for completion - ending the complete division of responsibility between planning bodies and building control
 (xv) To receive update on Pedestrian Crossing – Market Place
 (xvi) To consider volunteer work at Rawdale Close, South Cave
 (xvii) To receive information relating to Traffic Calming signage
 (xviii) To received copy correspondence from resident relating to Anti Social Behaviour
- 8:30 **14** **Annual Parish Meeting**
 (i) To note matters arising from meeting
- 8:35 **15** **Allotments**
 (i) To receive information from Land Registry relating to Market Weighton Poor Land and consider legal advice and budget
- 8:45 **16** **Westcote Farm**
 (i) To discuss s106 agreement and consider meeting with Risby Homes – Open Space area

8:50 17

Finance

- (i) To note expenditure for the purchase of additional Festive Lighting
- (ii) To approve items for payment for May 2018
- (iii) To approve 2017/18 year end accounts detailed in minute reference:

FGP 149 - Year End Accounts 2017/18

(i) The Parish Council received detailed year end accounts 2017/18, which included a comparison with the budget for the financial year and highlighted any overspends. The Parish Council received copy of the completed Audit Commissions External Audit, including Governance & Accountability form to be approved at Full Council Monday 21st May 2018.

Cllr Bateman proposed the Parish Council accept the Year End Accounting records as a true and accurate statement, The Parish Council thanked the Clerk for the excellent housekeeping and maintaining proper practice. Secoded Cllr Warren, All in favour

- (iv) To receive recommendation for the Parish Council to receive and note the Annual Governance Statement assertions
- (v) To Approve ANNUAL GOVERNANCE STATEMENT 2017/18
- (vi) To receive and approve 2017/18 Annual Accounting statement
- (vii) To note receipt of SCAR donation following the closure of the group
- (viii) To consider that the Council in accordance with its power under S137 & 139 of the Local Government Act 1972 should incur the following expenditure which, in the opinion of the Council, is in the interests of the area, or its inhabitants and will benefit them in a manner commensurate with the expenditure:
Friends of South Cave Primary School
- (ix) To receive Caves U3A thank you letter Re: s137 donation

8:55 18

Councillor Vacancy

- (i) To note relevant advertisements displayed

9:00 19

Tree Application

- (i) 18/01529/TCA

Proposal: SOUTH CAVE CONSERVATION AREA: Conifers x3: fell as have outgrown location and restrict access to front of property.

Location: Vine Cottage 6 Bacchus Lane South Cave East Riding Of Yorkshire HU15 2ER

Applicant: Mr Adam Waller

Application type: Tree Works in Conservation Areas

9:05 20

Confidential Matters

- (i) To resolve that in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded and they are instructed to withdraw
- (ii) To note & consider NALC employment briefing 2018-2019 pay award
- (iii) To note items for payment

9:10 21

To note the date of next Parish Council Meeting – Monday 19th June 2017