

SOUTH CAVE PARISH COUNCIL

21st May 2018

The Meeting of South Cave Parish Council took place in the Town Hall, Market Place, South Cave commencing at 7:00pm.

Present: Cllrs L. Turner (Chair), M Turner, Tudor-Price, Bateman, Barnett, Munby, Edmond & Warren
Mrs L. Fielding (Clerk)
X1 Ward Councillors – Cllr Pat Smith
X1 Member of Public

Public Forum

Cllr Tudor-Price expressed the concerns from residents with the anti-social behaviour at the Pavillion Carpark. The Police have been informed of this.

The drainage on the road by the school entrance is blocked and needs attention. Clerk to make contact with the ERYC to request this be arranged.

Cllr Edmund advised he had been requested to check the Sub-Station housing behind the WI for maintenance. He advised it all seemed in order

Cllr M. Turner advised the Flood Plan should be available to consult with the ERYC and requested Clerk chase the relevant department for an update.

Cllr L. Turner advised the footpath from Water Lane to Bull Pasture footpath number 7, Clerk to request ERYC complete this

605460518 **Election of Chairman & Declaration of Acceptance of Office for the year 2018/19**
Cllr Barnett proposed Cllr L, Turner be Elected as Chair for 2018/19. Seconded Cllr Munby, vote 7 in favour, 1 abstention

605470518 **Election of Vice Chairman 2018/19**
Cllr Warren proposed Cllr Munby be elected as Vice-Chair for 2018/19. Seconded Cllr Edmund, all in favour

605480518 **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 – Cllrs L. Turner, M. Turner, Barnett, Edmund, Barnett, Munby, Bateman & Warren
(c) Technical Services - Cllrs L. Turner, M. Turner, Barnett, Edmund, Barnett, Munby, Bateman & Warren
(d) South Cave Social & Rec. Committee - Cllrs L. Turner & Thornham
(e) S & E Barnard Trust - Cllrs Bateman & Barnett
(f) Mrs Barnard's Allotment Charity - Cllr M. Turner
(g) Samuel Jobson's Charity: 4 year term of office – Clerk & Cllr Bateman
(h) Police Liaison Representative – None required
(i) School Liaison Representative - Cllr Barnett
(j) Emergency Committee – Full Council
(k) Planning (including Conservation, Environment & Trees)- Full Council
(l) Personnel Committee – (4 members - 3 members called when required), Cllrs Barnett, Munby, Tudor-Price & Warren *Minimum of three required for quorum
Cllr Warren proposed Cllr Munby arrange appraisal of Clerk annually, Seconded Cllr

Bateman, All in favour.

- 605490518 **Apologies for absence**
Cllr M. Turner proposed the Parish Council accept apologies from Cllr Thornham, Seconded Cllr Munby, All in favour
- 605500518 **Ward Councillors Reports (For Information Only)**
Cllr Pat Smith advised she had been elected as Vice-Chair to ERYC council
- 605510518 **Approval of Previous Meetings Minutes**
Cllr Barnett proposed that the minutes of the following meeting be approved as a true and accurate record, with two minor amendments. Seconded Cllr Bateman, 6 in favour 2 abstentions
Full Council 16th April 2018
Extra-Ordinary Meeting 23rd April 2018
- 605520518 **Declarations of Interest**
Cllr Tudor-Price declared a non-pecuniary interest in minute reference: 605570518 (viii)
Cllr L. Turner declared a non-pecuniary interest in minute reference: 605610518 (viii)
Cllr M. Turner declared a non-pecuniary interest in minute reference: 605610518 (viii)
- 605530518 **Committees**
(i)The Parish Council received and where necessary adopted the resolutions from within the minutes of the following committee meetings:
(a)Planning Committee Meeting – Monday 14th May 2018
(b)Finance & General Policy Meeting – Monday 23rd April 2018
Proposed Cllr Bateman, Seconded Cllr Barnett, All in favour
- 605540518 **General Policy**
(i)The Parish Council noted the review of Standing Orders to be arranged once clarification on Data Protection concluded
(ii)The Parish Council noted the review of Financial Regulations to be arranged once clarification on new model received from ERNLLCA
- 605550518 **Data Protection**
(i)The Parish Council noted ERNLLCA advice relating DPO non requirement
(ii)The Parish Council received Privacy Policy and associated contact forms provided by ERNLLCA Cllr L. Turner, proposed the Parish Council adopt the policy and consent forms in order to comply with the new legislation on the GDPR. Seconded Cllr Edmund, All in favour
(iii)The Parish Council noted the requirement to register as Data Protection controller - £35.00
- 605560518 **Police**
There was no police present
- 605570518 **Other Matters**
(i)The Parish Council received advice from ERNLLCA relating to Parish Council Social Media. Cllr Warren suggesting further information be obtained comparing various Parish and County Councils methods on Social Media including any potential benefits to residents

(ii)The Parish Council noted the hiring of additional warning signage to assist to slow traffic to Market Place, South Cave would be placed on a future agenda due to information not being received from the ERYC

(iii)The Parish Council received a update relating to signage installation for Wadley Plump. The ERYC had advised the naming of the Road would not be arranged with no erection of signage of Wadley Plump. Cllr Pat smith advised she would make contact with the relevant department to make further enquiries. Cllr Barnett proposed the Parish Council write to the ERYC to request on the grounds of Health & Safety that the Road be named, registered and relevant road signage be installed. Seconded Cllr L. Turner, All in favour

(iv)The Parish Council received one response from business further responses from businesses relating to the installation of a Trodd (A1034 to Rudstone Walk) to be circulated once received

(v) The Parish Council considered the 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 and did not resolve to make arrangements for attendance

(vi)The Parish Council received letter from resident letter relating to: Traffic at Market Place, Repairs to Road at Market Place, Dog fouling & King George V Field

(vii)The Parish Council received and noted 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)The Parish Council considered the location of Bin to be installed at Steep Hill, South Cave. Cllr L. Turner proposed the exact position be referred to the ERYC for them to consider the most suitable location. Seconded Cllr Munby, All in favour

(ix)The Parish Council received information from ERYC relating to – Tackling Anti Social Behaviour in the community

(x)The Parish Council noted the naming of the A63 Between Clive Sullivan Way, Hessle and M62 - Petuaria Way.

(xi)The Parish Council considered request from South Cave Preservation Society for the installation of additional seat at Bull Pasture. The Parish Council were happy to proceed with the purchase of the seat with donated funding from the Preservation Society providing a meeting be arranged to agree a suitable position. Clerk to make arrangements for this. It was noted the ERYC had confirmed no objections to a additional seat.

(xii)The Parish Council received information relating to Draft National Planning Policy Framework

(xiii)The Parish Council noted the complaint received relating to blocked drains at Market Place, South Cave and requested a meeting be arranged with ERYC, Cllrs Munby & M, Turner to discuss the issues.

(xiv)The Parish Council received NALC survey for completion - ending the complete division of responsibility between planning bodies and building control

(xv)The Parish Council received update on Pedestrian Crossing improvements at Market Place and requested the matter be placed in the next Parish Newsletter providing residents with advice of the ERYC decision and requesting replies be submitted to the Clerk for further consideration

(xvi)The Parish Council considered the request to volunteer to garden at Rawdale Close, South Cave. The Parish Council requested Clerk respond advising the cutting is

completed and the agreed contractor on a monthly basis, however, the weeding and tidying of the flower beds could be completed.

(xvii)The Parish Council noted the information relating to Traffic Calming signage was still not received and Clerk to place on future Parish Council meeting

(xviii)The Parish Council received copy correspondence from resident relating to Anti Social Behaviour and requested Clerk respond advising of the governor had made arrangements for transportation of released inmates to their intended destinations.

605580518 **Annual Parish Meeting**

(i)The Parish Council received matters arising from meeting held. The Parish Council requested Clerk makes contact with the Governor of the prison to request a update on the anti-social behaviour and the purchasing of alcohol from local shops.

The Parish Council requested Identification badges be displayed in future public meetings

605590518 **Allotments**

(i)The Parish Council received information from Land Registry relating to Market Weighton Poor Land and considered legal advice and budget. Cllr L. Turner proposed the Parish Council proceed with the initial Legal Advice at a costs of £250.00 (excl VAT) Seconded Cllr Barnett, All in favour

605600518 **Westcote Farm**

(i)The Parish Council requested a meeting be arranged with Risby Homes to discuss s106 agreement and Open Space area

605610518 **Finance**

(i)The Parish Council considered expenditure for the purchase of additional Festive Lighting at a cost of £360.00. Proposed Cllr L. Turner, Seconded Cllr Barnett, All in favour

(ii) The Parish Council noted the income received and approved items for payment for May 2018

Payee	Description	£
Came & Company	Insurance	£2,457.00
ERYC	Allotment Rent	£1,300.00
ERYC	Town Hall Rates	£2,976.00
ERYC	Burial Ground Rates	£266.89
spoilt cheque		£0.00
MW Farm Supplies	Path Cleaner	£29.70
KCOM	Telephone & Internet	£60.81
Supplies	Stationary	£68.82
South Cave Parish Council	Petty Cash	£60.00
L Fielding - Expenses	HM Land Registry	£21.00
Leeds City Council	Festive Lights	£432.00
Aptek (UK) Ltd	Repairs to Intercom	£102.00
BNP Paribas Leasing Solutions	Photocopier	£409.75
N Power	Gas	£168.00
Yorkshire Water	Water	£87.40

South Cave Parish Council

Initialled.....

Lyndon Howey	Decorating	£800.00
Information Commissioners Office	Data Controller Registration Fee	£35.00
HM Land Registry	Information	£14.00
KRL Group	Photocopier	£23.77
D Taylor	Internal Audit	£200.00
spoilt cheque		£0.00
GJ Landscapes	Grass Cutting	£939.00
D Ellerker	Footway Cleaning	£712.40

Cllr L. Turner proposed that the income and expenditure be accepted and items be paid on the grounds of sound financial management of the Council, seconded Cllr Bateman, All in favour.

(iii) The Parish Council approved 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. Seconded Cllr Warren, All in favour

Proposed Cllr Barnett, Seconded Cllr Bateman, All in favour

(iv)The Parish Council received the recommendation for the Parish Council to receive and note the Annual Governance Statement assertions. Proposed Cllr L. Turner, Seconded Cllr Munby, All in favour

(v)The Parish Council approved the ANNUAL GOVERNANCE STATEMENT 2017/18. Proposed Cllr Munby, Seconded Cllr Edmond, All in favour

(vi)The Parish Council approved the 2017/18 Annual Accounting statement. Proposed Cllr Munby, Seconded Cllr Edmond, All in favour

(vii)The Parish Council noted receipt of SCAR donation following the closure of the group. Cllr Barnett proposed the Parish Council accept the donation, Seconded Cllr Bateman, all in favour

(viii) The Parish Council considered 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

Proposed Cllr Barnett, Seconded Cllr Warren, All in favour

(ix)The Parish Council received the Caves U3A thank you letter Re: s137 donation

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Councillor Vacancy

(i)The Parish Council noted the relevant advertisements displayed for Co-option of Councillor

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Tree Application

(i)18/01529/TCA

Proposal: SOUTH CAVE CONSERVATION AREA: Conifers x3: fell as have outgrown

South Cave Parish Council

Initialed.....

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
Cllr L. Turner proposed the Parish Council raise no objection to the application having n adverse effect on neighbouring properties or the streetscene. Seconded Cllr Barnett, all in favour.

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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)The Parish Council noted & considered NALC employment briefing 2018-2019 pay award. Proposed Cllr L. Turner, Seconded Cllr Munby, All in favour
(iii)To note items for payment £ 3080.21
Cllr Tudor-Price proposed that these items be paid on the grounds of sound financial management of the Council, seconded Cllr Edmond, All in favour.

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The Parish Council noted the next Parish Council Meeting - Monday 18th June 2018

.....Chairman

.....Date