

Sancton Parish Council

Chairman - Mr Derek Cary

Parish Clerk – Mrs Louise Ward

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9th September 2019

Dear Councillor,

You are summoned to attend the meeting of Sancton Parish Council which will be held on **Monday 16th September 2019**. Proceedings will commence at 7pm, at the Chapel, Rispin Hill, Sancton.

Members of the public and press are welcome to attend.

Mrs Louise Ward (Clerk to the Council)

Public Participation

Members of the public may raise subjects that they wish to bring to the attention of the Parish Council. Items relating to matters on the Agenda will be taken first and the time will be restricted to 30 minutes maximum (standing order 3(f)) unless the council decides otherwise. Subject to standing order 3(g), a member of the public shall not speak for more than 5 minutes. Listeners should note that decisions cannot be made at this meeting on items not on the agenda.

Recording of Meetings

This council supports the right of anyone to record this meeting but advises that anyone so recording cannot disrupt the meeting, by means of the recording, and expresses the hope that the person (or persons) carrying out the recording have obtained the necessary legal advice, for themselves, to ensure they understand the rights of any members of the public who may be present who do not wish to be filmed or recorded. The Public Participation period is not part of the council meeting as such and legal advice should be taken as to the recorders' rights to make any recording during that period.

AGENDA

1. Receive Apologies and Approve Reasons for Absence
2. Declarations of Interest
 - a) To record declarations of interest by any member of the council in respect of the agenda items listed below. Members declaring interests should identify the agenda item and type of interest being declared.
 - b) To note dispensations given to any member of the council in respect of the agenda items listed below.
3. Minutes of Previous Meeting

To approve and sign minutes of the meeting held on the 12th August 2019.
4. Public Participation
5. Reports from Ward Councillor(s)

Ward Councillors to update the Parish Council on activities within East Riding of Yorkshire Council. Any items requiring an action must be raised under a separate agenda item.

6. Highways/Footpaths

To receive notification of any issues and to resolve action required:

- Low Street flooding.
- Traffic calming measures.
- Parking on Low Street.
- Litter bin on Houghton Lane.

7. Police Matters/Crime/Neighbourhood Watch

To discuss and resolve any action regarding the latest police report.

8. Planning

- a) To receive any applications made to East Riding of Yorkshire Council and resolve a comment.
- b) To receive decisions made by East Riding of Yorkshire Council.
- c) To note any planning applications received after the agenda has been posted. To resolve their inclusion on the next agenda and request an extension to the consultation period from East Riding of Yorkshire Council.

9. Play Area

- a) To receive Councillor weekly inspection reports.
- b) To discuss and resolve any action regarding its maintenance.

10. Recreation & Environment Working Party (Friends of Sancton)

- a) To receive an update from Cllr Shepherd.
- b) To discuss and resolve work to be carried out over the next month.
- c) To discuss and resolve its continuance.

11. Grounds Maintenance Contracts/Open Space Management

- a) To discuss and resolve any action regarding the village field.
- b) To discuss and resolve any action regarding the cemeteries and closed churchyard.
- c) To discuss and resolve any action regarding Gravel Pits.
- d) To discuss and resolve any action regarding the pond area.
- e) To discuss and resolve any action with other open space management issues.

12. Accounts

To approve and sign the August/September 2019 accounts for payment and bank statements (see also Financial Reports).

- a) Autela Payroll Services – Q2 payroll - £47.08.
- b) ERNLLCA – Being a Good Councillor Full Day Event (Cllr Cary) - £54.00.
- c) ERNLLCA – Being a Good Councillor Part 2 (Cllr Parvin) - £22.50.
- d) Vision ICT – website hosting/support/6 email a/c's Nov 19 to Oct 2020 - £309.60.
- e) MD Signs Ltd – 1no. A3 reflective 3mm alupanel sign - £30.30.
- f) Mr R Shucksmith – village grounds maintenance contract (1st payment) - £2118.00.
- g) BT – Cloud Phone September 2019 - £68.88 (via Direct Debit).

13. Allotments

To discuss and resolve any action.

14. Village Car Park

To discuss and resolve any action.

15. Sancton Hill Windfarm Fund Application 2019

- a) To discuss the creation of a memorial garden with associated costs.
- b) To discuss the creation of a village car park on the village field with associated costs.

16. Parish Council Website

To discuss and resolve any action.

17. Correspondence

Correspondence received and to resolve any action:

- i. Beverley Community Lift – Sancton Day Trips.
- ii. ERYC - East Riding Local Plan Review Allocations Document 'Fact Checking' Exercise.
- iii. ERNLLCA – August 2019 newsletter.
- iv. ERNLLCA – Newsletter error - Conference 15th November 2019.
- v. Market Weighton Town Council Civic Service 26th April 2020.
- vi. ERYC – Sancton Allotments - Rebecca Valentine, Senior Valuation & Estates Surveyor.

18. Minor Items

- a) To note any matters of correspondence received following publication of the agenda.
- b) To take any points from Councillors, receive any questions and to note items of interest.

19. Agenda for next and future meetings

To determine any items Councillors wish to agenda for the next or future meetings.

20. Next Meeting

To confirm the date and time of the next monthly meeting as, subsequent to any change, 21st October 2019.

21. To consider the exclusion of the public and press in accordance with the Public Bodies (Admission to Meetings) Act 1960 s1(2) due to the confidential nature of the items to be discussed.

To discuss and resolve the following personnel matters following the Clerk's Annual Appraisal:

- a) Hours of work.
- b) Hourly rate.
- c) Any other matters.