

Sancton Parish Council

Chairman - Mr Derek Cary

Parish Clerk – Mrs Louise Ward

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9th March 2020

Dear Councillor,

You are summoned to attend the meeting of Sancton Parish Council which will be held on **Monday 16th March 2020**. 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 17th February 2020.
4. Public Participation
5. Sancton History Board

To receive an update.
6. 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.

7. Highways/Footpaths

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

- Traffic calming measures.
- Installation of a streetlight to the rear of Jackson Terrace.
- Condition of footpaths.

8. Police Matters/Crime/Neighbourhood Watch

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

9. 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.
- d) Notification of application going to Planning Committee 19/02944/PLF – 17th March 2020 at 2pm at County Hall, Beverley.

10. Play Area

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

11. Grounds Maintenance Contracts/Open Space Management

- a) To discuss and resolve any action regarding the village field including the repairs on the field gate.
- 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.
- f) To discuss and resolve any action regarding the 2020 Grounds Maintenance contract including consideration of the tender documents.

12. Accounts

To approve and sign the February/March 2020 accounts for payment and bank statements (see also Financial Reports).

- a) BT Cloud Phone – March 2020 - £68.88 (by Direct Debit).
- b) Pete Bowser Tree Services – cemeteries maintenance works - £1775.00.
- c) Mr R Shucksmith – 2019 grounds maintenance works (final invoice) - £2166.00.
- d) Autela Payroll Services – Q4 payroll - £48.24.
- e) ERNLLCA – Social Media training 24th March 2020 (Cllr Liley) - £22.50.
- f) Houghton Estate – half-year rent to April 2020 - £18.00.

13. Internal Audit YE 2019/2020

To discuss and resolve the appointment of an Internal Auditor.

14. ERYC's VE Grant Application

To discuss and resolve action.

15. Village Field and Gravel Pits

To discuss and resolve any action regarding the public use of these areas.

16. Allotments

To discuss and resolve any action.

17. Village Car Park

To discuss and resolve any action.

18. Wildflower Verges

To discuss and resolve any action.

19. Correspondence

Correspondence received and to resolve any action:

- i. The Old School House Nursery – placement of temporary mobile kitchen on village field.
- ii. ERNLLCA February 2020 newsletter.
- iii. ERYC – Wildflower verges in Sancton.
- iv. ERYC - abandoned cars - back field access track.
- v. ERYC – Cabinet newsletter February 2020.
- vi. ERYC - Joint Local Access Forum Agenda - 11 March 2020.
- vii. ERNLLCA – Coronavirus advice.
- viii. ERYC - Alamein Barracks Draft Masterplan SPD consultation, Fri 6 March - Fri 24 April 2020.
- ix. ERNLLCA - Dormant Assets Policy consultation.

20. 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.

21. Agenda for next and future meetings

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

22. Next Meeting

To confirm the date and time of the next monthly meeting as, subsequent to any change, 20th April 2020 at 7pm.