**Minutes of the Parish Council meeting held on Monday 16th January 2023 at 7.00pm in Sancton Methodist Chapel, Rispin Hill, Sancton**

**Present**

**Cllr D Cary (Chairman) Cllr A Liley Cllr P Parvin**

**Cllr C Shepherd Cllr S Wightman Cllr M Wintersgill**

**Also Present (part of meeting)**

**County Councillor Rudd**

**Apologies**

**County Councillors Hammond and Stathers**

**Four members of the public were present for part of the Meeting**

**160123/1 - Apologies**

All Parish Councillors present. Apologies had been received from County Councillors: Hammond and Stathers.

**160123/2- Declarations of Interest**

1. Declarations of interest by any member of the Parish Council: None
2. Councillor Rudd declared an interest in any planning matters to be discussed.
3. No dispensations given to any member of the council in respect of the agenda items listed.

**160123/3 - Minutes of Previous Meeting**

The minutes of the meeting held on the 12th December 2022 were approved by Members and signed by the Chairman.

**160123/4 - Public Participation**

All members of the public present (x4), confirmed that they were present for the Planning item on the agenda. The Chairman therefore agreed to move the Planning item forward from 14 on the agenda to be discussed next.

**160123/5 – Planning Applications**

To consider and comment on the following proposals:

22/03813/PLF – Land North of Langdale Cottage, King Street, Sancton YO43 4QP

22/03701/CLE - Land West of 6 Low St, Sancton

22/04015/PLF - Land South West Of The Bungalow Houghton Lane Sancton East Riding Of Yorkshire YO43 4QX – change of use from agricultural to dog exercise area with gates, fencing and parking – Lord Manton

22/03813/PLF – Land North of Langdale Cottage, King Street, Sancton YO43 4QP

Concerns and strong objections were expressed by the members of the public present relating to this application and these included:

* Difficult to use and access planning website resulting in restricted public participation
* No relevant plans available to the Public to allow correct consultation
* Construction work commenced on site prior to any approval
* No apparent health and safety measures being taken to manage the construction work, including open access to the site
* The overpowering size and scale of the proposed development (the developer has quoted 6 metres high, although this can’t be confirmed due to a lack of available plans) and the negative impact on the general character and specific impact on overlooked adjacent cottages
* The design of windows and doors is not considered to be in keeping with the surrounding historic environment
* Lack of turning room will limit the use of the proposed car parking spaces and will lead to increased traffic congestion

Following detailed discussions it was **Resolved**: that the Clerk would forward the comments of the public to East Riding of Yorkshire Council, also write on behalf of Sancton Parish Council to highlight the issues and concerns and request that the application is considered by the Planning Committee and not as a delegated decision. Finally, the Clerk will also contact the Health and Safety Executive regarding open access to the construction site.

County Councillor Rudd was also asked to ensure that all legal issues relating to the development and the ownership of the land be brought to the attention of the Planning Officers and Committee.

22/03701/CLE - Land West of 6 Low St, Sancton

The Clerk reported that he had spoken to ERYC Planning Officers who had confirmed that this wasn’t a planning application for any form of development. Instead the landowner was aiming to get the land in question classified as a residential garden. It was therefore important that any local knowledge relating to the historic use of the land is established to help determine whether the land should be consider residential garden land or not.

Members of the Parish Council confirmed that local knowledge showed it had originally been an allotment to number 6, but had not been tended, cut, planted, played on etc for at least 30 years, and therefore it was not considered to be a garden.

It was **Resolved**: that the Clerk made ERYC aware of the local knowledge relating to the land.

Following these two planning applications the public left the Meeting.

22/04015/PLF - Land South West Of The Bungalow Houghton Lane Sancton East Riding Of Yorkshire YO43 4QX – change of use from agricultural to dog exercise area with gates, fencing and parking – Lord Manton.

It was **Resolved**: that the Parish Council had no comment relating to this application.

**160123/6 - Reports from Ward Councillor(s)**

Councillor Rudd reported that there had been a vigorous debate within ERYC regarding budgets and Council Tax for 2023/24 and it was looking likely that a 4.99% increase in Council Tax would be agreed, although further discussions are ongoing. He also confirmed that Tescos were willing to fund some local community projects, there had been a big improvement in the quality of Humberside Police, and that some funding would be available from ERYC for community events relating to the King’s Coronation.

Finally, he confirmed that there were likely to be boundary changes following the next general election and these are likely to see Sancton moving from Wolds Weighton to Pocklington and Goole.

The Chairman thanked Councillor Rudd for his attendance and he left the Meeting.

**160123/7 - Grounds Maintenance Contracts/Open Space Management**

1. Village field – It was confirmed that the pile of soil would be removed soon
2. Cemeteries, closed churchyard, Catholic cemetery and proposed memorial garden – Nothing to report. Confirmed that we were still waiting for a reply.
3. Gravel Pits – Nothing to report.
4. Pond area including the water pump – Nothing to report
5. Car park. – Nothing to report
6. Other open space management issues – Nothing to report
7. Grounds maintenance contract – to be considered under Confidential Item later in meeting

**160123/8 – Village Enhancement Group**

Councillor Liley had produced and circulated a draft ‘flyer’ for consideration. This outlined some activity that villagers could become involved with. All considered it to be good and arrangements would be made for the printing (150 copies) and distribution of the flyer within the village. The Chairman agreed to ask Market Weighton Town Council if they could print the flyer and charge the Parish Council.

**160123/9 – Festival of Christmas – Update and any outstanding issues**

The Chair invited Cllrs Liley and Parvin to update the Meeting on the Festival.

It was reported that over 200 people attended events, and based on survey results from 120 people, 115 felt the event was very well organised with the remaining 5 saying well organised. It was agreed that the money that allowed the Christmas tree to be lit and the band to attend made a big difference. Thanks was expressed to the Village Hall Committee Members for the excellent events. It is hoped that the event can be repeated this year. It was **Resolved**: that the Parish Council would support the event and would investigate buying gazebos for this and other village events.

**160123/10 - Coronation – King Charles III – 6th May 2023**

The Clerk reported that ERYC had made small funding sums available to support community events. Following discussions it was **Resolved:** that the Parish Council would want to support a Community event and that the Clerk would therefore apply for funding, using a similar approach to the Jubilee, and this item would then be carried forward to the next meeting of the Parish Council to allow further discussion and planning to take place.

**160123/11 – Accounts and Payments**

The following payments were approved and the cheques signed:

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| 16/01/23 | J Drury (Clerk) | Reimbursement for mobile sim (30.00) and printer cable (4.99) | 34.99 |
| 16/01/23 | J Drury (Clerk) | Mileage for attending meetings - December 22  Total miles 25 x 45ppm | 11.25 |
| 16/01/23 | J Drury (Clerk) | Salary 14/11/22 – 31/12/22 | 391.78 |
| 25/01/23 | J Drury (Clerk) | Salary 01/01/23 – 31/01/23 | 250.10 |
| 16/01/23 | HMRC | Tax liability Q3 22/23 | 97.80 |
| 16/01/23 | Anthony Barbor | Christmas Tree | 220.00 |
| 16/01/23 | Autela Payroll | Payroll services 2022/23 Q3 | 36.04 |
| 16/01/23 | Sancton V Hall | Defibrillator | 72.00 |

The Clerk reported that he had not received the bank statements for December, but that the financial report until the end of November 2022 had been produced and was presented to the Meeting. It was **Resolved**: that this be approved and was signed by the Chairman.

The formal request for the Precept for Sancton Parish Council for 2023/24 was considered and it was **Resolved:** that this be signed by the Chairman and the Clerk for the sum of £13,700 (unchanged from the current year), as approved during the meeting in December 2022, and returned to ERYC.

**160123/12 - Grants and Donations**

No updates.

**160123/13 - Sancton Hill Wind Farm Fund**

Councillor Shepherd reported that the fund would open for bids in April 2023 and dates and criteria will be confirmed and reported to the Parish Council as soon as possible.

**160123/14 - Correspondence**

Correspondence received, noted and action resolved:

1. Complaint re frozen water
2. ERNLLCA – Boundary Commission
3. ERYC – Dangers of playing on frozen water
4. ERYC – Invitation to Communities and Environment Event at Withernsea – 28/02/2023
5. Cllr Hammond – Christmas message
6. Conservative Group ERYC – Help for Households
7. ERNLLA – December newsletter
8. HWRCC – Support for heating oil costs
9. East Riding Community – Newsletter
10. Rural Services Network – Bulletin
11. Police – January newsletter
12. ERYC – King’s Coronation

**160123/15 - Storage of files and documents including archiving and destruction**

The Clerk reported that the Parish Council had policies on document retention and destruction, but there was no specific detail / rules to apply. In addition, there were currently a range of documents and files held at the Clerk’s home, whilst others were being held on a temporary basis by Market Weighton Town Council. The security and management of all the documents, information etc must be taken seriously. Work would be required to categorise all the current documents and determine how and where they should be stored and ensure that destruction dates and instructions were clear and were adopted.

It was accepted that this issue needed further consideration and the Clerk agreed to find further information and this matter would be considered again at the next Meeting of the Parish Council.

**160123/16 - Minor Items**

1. To note any matters of correspondence received following publication of the agenda.
2. To take any points from Councillors, receive any questions and to note items of interest.
3. The Clerk reminded Members of the rota duties: Cemetery bins this January – Sally, February – Chris. Play area – January – Marilyn, February – Sally. Land and Assets check- February - Marilyn.
4. The Clerk also updated the Meeting that progress was being made regarding the professional CILCA training and that it was estimated that is should take about 12 months to complete and take an average of around 50 hours.

**160123/17 - Agenda for next and future meetings**

The February Parish Council meeting would include the King’s Coronation and Document Storage

**160123/18 – Exclusion of the Press and Public**

The Chairman noted the exclusion of the Press and Public.

**160123/19** - **Confidential (due to commercial interests) – Grounds Maintenance / Grass Cutting contract**

**Details not published due to confidential / commercial nature**

**160123/20 - Next Meeting**

The date and time of the next monthly meeting is, subject to any change, Monday 20th February 2023 at 7.00pm.

The meeting closed at 9.00pm.