**Minutes of the Parish Council meeting held on Monday 20th February 2023 at 7.00pm in Sancton Methodist Chapel, Rispin Hill, Sancton**

**Present**

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

**Cllr C Shepherd Cllr M Wintersgill**

**Also Present (part of meeting)**

**County Councillor Rudd, County Councillor Hammond**

**Apologies**

**Councillor S Wightman**

**One member of the public present for part of the Meeting**

**200223/1 - Apologies**

Councillor S Wightman.

The Chair requested that Parish Councillors inform the Clerk whether they can attend future meetings or not, to ensure that the meeting is quorate (there must be three Parish Councillors present at the meeting) and therefore prevent unnotified meeting cancellations.

**200223/2- Declarations of Interest**

1. Declarations of interest by any member of the Parish Council: None
2. Councillors Rudd and Hammond 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.

**200223/3 - Minutes of Previous Meeting**

Councillor Shepherd clarified Minute **160123/13 - Sancton Hill Wind Farm Fund** – and confirmed that the opening dates for bids should be determined in April, but was likely to be open in August. This was noted.

It was **Resolved** that the minutes of the meeting held on the 16th January 2023 were then approved by Members and signed by the Chairman.

**200223/4 - Public Participation**

The member of the public confirmed they were present to listen to the meeting and specifically receive any updates from Parish or County Councillors relating to the planning applications that were on the agenda at the last meeting.

The Clerk confirmed that following the last Meeting of the Parish Council, emails had been sent to the relevant Planning Officers at East Riding, and the Health and Safety Executive had been informed.

The Planning Department had confirmed that any decision relating to these applications would be presented to, and made by, Committee and not be delegated decisions.

**200223/5 - Reports from Ward Councillors**

Councillor Rudd confirmed that the East Riding only element of the Council Tax would increase by 4.99% from April 2023, with 2.99% of this being a general increase and 2% specifically for Adult Social Care.

A Business Day will take place on the 9th June at Bridlington Spa.

Humberside Police – now doing an excellent job and winning awards nationally.

LED lighting into parishes - £3.3m special grant has been received for this.

Latest scam – online befriending people and getting them to buy vouchers on-line.

Councillor Hammond confirmed there had been a lot of discussion regarding the difficult budget decisions but the 4.99% increase would protect services without increasing borrowing.

There will be some additional road surface dressing undertaken during 2023 and this will include Sancton.

The Wolds Weighton grant has been renewed for a further year – community applications welcome.

The request for a street light from Jacksons Terrace would not be supported by East Riding. The Chair confirmed this couldn’t be afforded by Sancton Parish Council, especially as it would only benefit a small number of residents. The Police had suggested private occupiers put in their own security lighting. All this information has been conveyed to the residents.

Flooding near Sancton Grange – Councillor Hammond would raise this Highways and link any remedial work with the dressing work.

Councillor Liley asked about levelling up grant and Councillor Hammond confirmed that there would be no significant funding until East Riding gets a devolution deal from central government.

**200223/6 - Resignation of Councillor Shepherd**

The Chair confirmed that Councillor Shepherd had informed him that he would be resigning from the Parish Council with effect from the 31st March 2023. Councillor Shepherd joined the Parish Council in April 2009 and in the 14 years since then he had been a stalwart for the Parish. His roles have included the Windfarm, Friends of Sancton, Neighbourhood Watch and general handyman. The Chair thanked him for all his work and commitment and presented a card and token of appreciation from the Parish Council. Councillor Shepherd thanked the Chair and the Council for their kind gesture.

The Chair then referred to the impact of Councillor Shepherd’s resignation and in particular his representation on outside groups. The Council considered that Neighbourhood Watch and Friends of Sancton did not need any action at this stage, but it was important that the Parish Council was represented on the Windfarm Panel.

Councillor Shepherd outlined the duties involved and both the Chair and Councillor Liley were prepared to be the Parish Council representative for the Windfarm Panel. Conflicts of interests with the Village Hall and Parish Council were discussed.

It was confirmed that Councillor Shepherd would determine the terms of reference for the Panel and then confirm if the Parish Council could have one or two representatives and report back to the Clerk. This matter would then be considered and resolved at the next meeting of the Parish Council in March.

The Chair also used this item to remind Parish Councillors of their need to put themselves forward through East Riding Democratic Services in the elections in May, to ensure the Parish Council remains active.

It was **Resolved** that the Clerk informs ERYC Electoral Services of Councillor Shepherd’s resignation.

**200223/7 - Grounds Maintenance Contracts/Open Space Management**

1. Village field – There was an issue caused by chaffer bugs.
2. Cemeteries, closed churchyard, Catholic cemetery and proposed memorial garden – Closed cemetery badly affected by chaffer bugs. There was a lack of clarity regarding who was responsible and it was agreed that the Clerk would contact ER Democratic Services to request they check their records for confirmation.
3. Gravel Pits – Nothing to report.
4. Pond area including the water pump – The pond was seeping and there may be a blockage issue.
5. Car park. – Wood boundary breaking up and getting messy. Councillor Shepherd agreed to consider this and report back.
6. Village Enhancement Group (considered as part of Minute 200223/8).
7. Other open space management issues – rabbit issues but can’t get anyone to deal with them.

Councillor Wintersgill confirmed that she had completed the asset inspection and that the notice boards needed updating with revised contact information. The Clerk to make arrangements, although may be subject to the election outcomes and therefore may be better to take place following May.

Councillor Wintersgill also referred to sycamore trees hanging over the road, causing an obstruction. Councillor Hammond agreed to raise this with Highways to request clearance as causing obstruction.

1. Grounds maintenance contract – to be considered under Confidential Item later in meeting

The Chair thanked Councillors Rudd and Hammond for their attendance and they left the Meeting.

The member of the Public also left the meeting at this point.

**200223/8 - Community Involvement**

The flyer had been distributed but the interest generated was disappointing, with just two people coming forward for the village hall and nothing for anything else.

Councillor Liley agreed to draft a follow up leaflet to drip feed the message.

**200223/9 - Coronation – King Charles III – 6th May 2023**

The Clerk confirmed that he had made a funding application, but had not received any decision. Events were being planned for Saturday, Sunday and Monday. It was **Resolved** that a new Union Jack flag would be purchased.

**200223/10 – Accounts and Payments**

The following payments were approved and the cheques signed:

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| --- | --- | --- | --- |
| 20/02/23 | C Shepherd | Replacement printer cartridge | 20.50 |
| 20/02/23 | J Drury (Clerk) | Reimbursement for stamps (10.88) and mileage for attending meetings – January 23Total miles 25 x 45ppm = 11.25 | 22.13 |
| 25/02/23 | J Drury (Clerk) | Salary 01/02/23 – 28/02/23 | 250.10 |
| 20/02/23 | MD Sign Ltd | Lectern – design, manufacture and installation | 918.00 |
| 20/02/23 | Sancton Methodist Chapel | Room hire (12 x £10.50) April 22 – March 23 | 126.00 |

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

The Clerk confirmed that Barclays Bank would not speak to him as he was not a signatory. Councillor Parvin agreed to update them.

The Clerk also reported that Sancton Methodist Chapel were considering increasing the room hire charge to reflect large increases in heating costs. The Parish Council considered this reasonable and would wait to consider the planned increase when known.

**200223/11 - Grants and Donations**

No updates.

**200223/12 - Sancton Hill Wind Farm Fund**

The Chair agreed to check progress with Councillor Wightman.

**200223/13 – Planning Applications**

No new applications received.

**200223/14 - Correspondence**

 Correspondence received, noted and action resolved:

1. Conservative Group East Riding – Speed Limit Policy
2. Rural Services Network – Bulletin
3. ERNLLCA – Newsletter
4. Cllr Hammond – Wolds Weighton Devolution Tour results
5. HWRCC – Support for heating oil costs
6. Humberside Police – Newsletter
7. ERYC – East Riding Community Governance Review
8. ERYC – Careers in Social Care
9. ERYC – Emergency Planning Review – It was agreed that some updating of contact details was required, but this would be better done following the results of the elections in May.
10. ERYC – Domestic Abuse Service

All correspondence considered and discussed as appropriate.

**200223/15 - Storage of files and documents including archiving and destruction**

The Clerk reported that he was waiting for replies and therefore the item to be deferred.

The Chair referred to Councillor Shepherd resigning and that would result in a the need to store a number of items securely in the future. Councillor Liley suggested that it may be sensible to purchase a shed for this purpose. The Clerk agreed to investigate the cost of weatherproof storage sheds / containers and report back to a future meeting of the Council for further consideration.

**200223/16 -** **Boundary Review and Community Governance Review**

The Clerk referred to correspondence from ERYC that he had circulated to Councillors. He confirmed that the first public consultation would end on the 10th March, however, draft recommendations would then be made which would also be subject to public consultation, during July, August and up until the 8th September 2023. It was therefore agreed that the Parish Council would consider this item when the draft recommendations were received.

**200223/17 - Minor Items**

1. To note any matters of correspondence received following publication of the agenda - none.
2. To take any points from Councillors, receive any questions and to note items of interest - none.
3. The Clerk reminded Members of the rota duties.
4. The Clerk also updated the Meeting that progress was being made regarding the professional CILCA training and that there was a requirement to purchase an up to date version of Local Council Administration costing £165. This was approved.

**200223/18 - Agenda for next and future meetings**

The March Parish Council meeting would include the Chairman’s Allowance, updates on storage options, representation on Windfarm Panel.

**200223/19 – Exclusion of the Press and Public**

 The Chair noted the exclusion of the Press and Public.

**200223/20** - **Confidential (due to commercial interests) – Grounds Maintenance / Grass Cutting contract**

The Clerk confirmed he had received an updated quotation and it appeared reasonable. It was **Resolved:** that this be approved and the contractor be notified.

**200223/21 - Next Meeting**

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

The meeting closed at 9.15pm.