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

**Present**

**Cllr D Cary (Chair), Cllr A Liley, Cllr P Parvin, Cllr S Wightman (arrived 8.10pm) and Cllr M Wintersgill**

**Also Present (part of meeting)**

**ERYC Councillor Rudd**

**Apologies**

**Councillor C Shepherd, ERYC Councillor Hammond**

**Two members of the public present for part of the Meeting**

**200323/1 - Apologies**

Councillor C Shepherd, S Wightman (for late arrival), and ERYC, Councillor Hammond.

**200323/2- 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.

**200323/3 - Minutes of Previous Meeting**

It was **Resolved** that the minutes of the meeting held on the 20th February 2023 were approved by Members and signed by the Chair.

**200323/4 - Public Participation**

The Member of the Public acknowledged receipt of the planning decisions regarding Low Street, but expressed concern that the dimensions of the actual wall were larger than those approved. Cllr Rudd confirmed that these should be checked by the Planning / Enforcement Officer at East Riding.

It was **RESOLVED:** that the Clerk notifies ERYC Planning Department of the apparent issue highlighted with the wall. The Public could and should also raise concerns of this type independently of the Parish Council.

A further issue was raised relating to car parking in this area and concerns that this was already a big problem and was likely to get worse due to new properties.

**200323/5 - 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 higher increases from the Police and Fire and Rescue. The Clerk confirmed that Sancton Parish Council had not increased the Parish precept at all for 2023/24. Councillor Rudd confirmed that the ERYC increase should protect important services and increase some priority areas including pot hole repairs, recycling, increasing charging points for electric cars and introducing defibrillators at waste sites. Councillor Liley welcomed the increased defibrillators, but expressed concern that siting them within the waste sites would mean they would only be available when the site was open, and not available at all times.

Councillor Rudd also confirmed that road surface dressing would take place in King Street and Market Weighton Road sometime between April and September 2023.

It was also confirmed that ERYC Councillor Hammond was the lead member for community speedwatch and therefore the Chair stated that ideas and issues should be raised directly with him at the next meeting.

**200323/6 - Resignation of Councillor Shepherd**

The Clerk confirmed that he had notified ERYC that Councillor Shepherd would be resigning from the 31st March 2023.

The only item that remained outstanding was the Parish Council’s representative on the Sancton Windfarm Panel. It was **RESOLVED:** that this item be deferred to later in the meeting, when Councillor Wightman was present.

**200323/7 - Grounds Maintenance Contracts/Open Space Management**

1. Village field – No update.
2. Cemeteries, closed churchyard, Catholic cemetery and proposed memorial garden – It was agreed to remove the Catholic cemetery from the agenda as it was private land.
3. Gravel Pits – Nothing to report.
4. Pond area including the water pump – The pond was still seeping. Councillor Liley to discuss with some residents regarding moving the directional overflow and report back.
5. Car park. – Wood boundary breaking up and getting messy. This would be considered further in the confidential part of the meeting.
6. Village Enhancement Group - nothing to report and agreed to drop from future agendas.
7. Other open space management issues – ongoing issues caused by rabbits. Councillor Liley reported that McDonalds were arranging a voluntary litter pick in Sancton. It was also **RESOLVED:** that a bench be purchased, as payment had already been confirmed.
8. Grounds maintenance contract – nothing to report.

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

**200323/8 - Community Involvement**

Nothing further to report and agreed to remove from future agendas.

**200323/9 - Coronation – King Charles III – 6th May 2023**

The Clerk confirmed that the bid for £500 in funding from ERYC had been successful. Events were planned for Saturday, Sunday and Monday and a draft flyer had been produced by Cllr Liley. This includes requests for support and volunteers for specific elements of activity. It was **RESOLVED** that a new Union Jack flag would be purchased up to a maximum cost of £200.

**200323/10 – Accounts and Payments**

The following payments were approved and the cheques signed:

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| --- | --- | --- | --- |
| 20/03/23 | J Drury (Clerk) | Reimbursement for mileage for attending meetings – February 23  Total miles 25 x 45ppm = 11.25 | 11.25 |
| 20/03/23 | J Drury (Clerk) | Cost of printer cartridges x 2 | 35.23 |
| 25/02/23 | J Drury (Clerk) | Salary 01/03/23 – 31/03/23 | 250.10 |
| 20/03/23 | East Riding Council | Installation of new feeder pillar | 2297.00 |
| 20/03/23 | ERNLLA | Annual Membership | 303.58 |
| 20/03/23 | Autela | Payroll Q4 22/23 | 69.31 |
| 20/03/23 | Derek Cary | Chairs Allowance | 169.00 |

The Clerk reported that he had not received the bank statements for February 2023, but that the financial report until the end of January 2023 had been produced and was presented to the Meeting.

It was **RESOLVED:** that the financial reports for January 2023 were agreed and approved.

The Clerk thanked Councillor Parvin for talking to Barclays Bank. The relevant forms had been printed and were presented to the meeting. Some details could not be completed during the meeting and therefore would be processed later. However it was **RESOLVED:** that Councillor Shepherd and the previous Clerk, be removed for the list of signatories and Councillor Wintersgill and the current Clerk be added to the list.

The Chair stated that he was now overspent by £69 for his allowance. It was **RESOLVED:** that a sum of £169 be paid to the Chair to clear the money owed, and to replenish the Chair’s allowance to £100.

The Clerk also confirmed that Sancton Methodist Chapel were increasing the room hire charge, due to the large increases in heating costs, to £12.00 per meeting. It was **RESOLVED:** that this increase and charge was acceptable and would be paid.

**200323/11 - Grants and Donations**

No updates.

**200323/12 - Sancton Hill Wind Farm Fund**

No updates.

**200323/13 – Planning Applications**

No new applications received.

Confirmation of decisions:

Drax to Fraisthorpe – pipelines and infrastructure - approved

Land west of 6 Low Street - Certificate of Lawfulness for the erection of a boundary wall (AMENDED DESCRIPTION) Location: Land West Of 6 Low Street Sancton East Riding Of Yorkshire YO43 4QZ Applicant: Mr Phil Bramley. ERYTC - has resolved to grant planning permission.

Proposal: Certificate of Lawfulness for use of land as domestic garden (AMENDED DESCRIPTION) Location: Land West Of 6 Low Street Sancton East Riding Of Yorkshire YO43 4QZ: After taking all the relevant issues into consideration the Council has resolved to refuse planning permission.

**200323/14 - Correspondence**

Correspondence received, noted and action resolved:

1. Rural Services Network – Bulletins x 2
2. HWRCC – Support for heating costs
3. Humberside Police – Newsletter
4. Cllr Hammond – Western Parishes Liaison Meeting - Request for Agenda items
5. ERYC – Village Walkabouts - discuss nearer the time (August)
6. ERYC – Surface dressing of roads 2023 – A1034 King Street, A1034 Market Weighton Road
7. ERYC – Elections

All correspondence considered and discussed as appropriate.

**200323/15 - Storage of files and documents including archiving and destruction**

Following discussion and some concern regarding the security of a shed it was **RESOLVED:** that no shed would be purchased, and lights and other items would be stored by the Parish Councillors.

Regarding the documentation, it was **RESOLVED:** that the Clerk considers the legal and best practice requirements and then the options and reports back at a future meeting of the Parish Council.

**200323/16 -** **Proposed Calendar of Meetings 2023/24**

The Clerk had produced and circulated a proposed list of meeting dates for 2023/24. It was **RESOLVED**: that the dates were accepted and approved.

**200323/17 - 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 confirmed that following a discussion with CILCA, it had been agreed to defer the course until September 2023. This was noted.

**200323/18 - Agenda for next and future meetings**

It was agreed that Christmas lights should be on the October agenda.

**200323/19 – Exclusion of the Press and Public**

The Chair noted the exclusion of the Press and Public and the Public left.

**200323/20** - **Confidential (due to commercial interests) – Concrete edging – Parish Council Car Park**

The Clerk confirmed he had received prices from Sewells which were :

A sum of £3,231.83 (exclusive of VAT), and with wooden sleepers £2607.

It was **RESOLVED:** that subject to any further professional advice, the use of concrete edging rather than wooden sleepers was preferred. It was further **RESOLVED:** that the Clerk should obtain three quotations for this work to be undertaken and the contractors would be asked for timescales and start dates as part of the process.

**200323/21 – Confidential item – Parish Council representative on Sancton Windfarm Fund Panel**

Due to the nature of the matter and the vote involving the Chair, the Chair handed over to the Clerk for this item. The Clerk reminded the Council the Council that there was a vacancy for one representative (replacing Councillor Shepherd), and both Councillors Cary and Liley had put themselves forward, and therefore a vote was required to select the representative.

Councillor Liley confirmed she understood the requirements of the role and had relevant experience. She also wanted to increase transparency of the Panel and funding.

Councillor Cary stated that it was essential that the representative should aim to Chair the Panel to promote Sancton. He was concerned at the lack of take up and underspend.

The Council voted for who they wanted to represent Sancton Parish Council.

It was **RESOLVED:** that Councillor Liley won the support of the Council and therefore the Clerk would inform the Windfarm Panel.

**200323/22 - Next Meeting** – Would take place,subject to any change, on Monday 17th April 2023 at 7.00pm.

The meeting closed at 9.10pm.