

Sancton Parish Council

**Minutes of the Parish Council meeting held on Monday 16th March 2020 at 7.00pm
in Sancton Methodist Chapel, Rispin Hill, Sancton**

Present

Cllr Derek Cary (Chairman)

Cllr Anita Liley

Cllr Chris Shepherd

Cllr Pat Parvin

Cllr Sally Wightman

Cllr Marilyn Wintersgill

160320/1 Apologies

Ward Cllr Mike Stathers

160320/2 Declarations of Interest

a) Declarations of interest by any member of the council in respect of the agenda items:

Cllr Liley Agenda Item 11a Non-pecuniary Village Hall Trustee

b) No dispensations given to any member of the council in respect of the agenda items.

160320/3 Minutes of Previous Meeting

The minutes of the meeting held on the 17th February 2020 were approved by members and signed by the Chairman.

Proposed: Cllr Wightman, seconded: Cllr Parvin.

160320/4 Public Participation

None present.

160320/5 Sancton History Board

Cllr Liley advised that Mr Thomson has finished the WW1 content. The text and illustrations will now be sent to the designers, Jenko Ltd. In regard to the unveiling, it was considered prudent in light of the current pandemic, to coincide it with VJ day on the 15th August 2020.

160320/6 Reports from Ward Councillor(s)

None present.

160320/7 Highways/Footpaths

Notification of any issues and action resolved:

- Traffic calming measures – Cllr Wintersgill presented the design of the speed reduction gate which will be box cut and powder-coated (no maintenance). Four will be required at a cost of £250.00 including VAT. It was agreed to proceed pending approval from ERYC Highways. Clerk to consult ERYC.
- Installation of a streetlight to the rear of Jackson Terrace - land is managed by ERYC Housing Services. Officers have spoken to Dick Ikin, Housing Services, has confirmed that he has no such agreements on other housing owned sites to pay the maintenance on these lamps, which have been installed at the request of the Parish Council. Therefore, the Parish Council would have to enter into a Service Level Agreement (SLA) with the street lighting team. An SLA would include costs for maintenance, call outs and regularly testing. Members agreed to decline this course of action.

Proposed: Cllr Cary, seconded: Cllr Shepherd.

Signature _____ Date _____

Sancton Parish Council

- Condition of footpaths – encroaching grass needs cutting. Clerk to notify ERYC.
- Goldie Bank subsidence – Cllr Cary will speak with Ward Cllr Stathers regarding this as it doesn't seem to have been resolved by ERYC. It is thought that it is due to a leaking pipe. The subsidence has also caused the streetlight to lean.
- ERYC Streetscene will be in the village on the 22nd May 2020 at 9.45am.

160320/8Police Matters/Crime/Neighbourhood Watch

- The latest police report was noted.
- The Police and Crime Commissioner elections have been deferred until 2021.
- The PCSO has been notified of a homeless man who has been visiting the village. Social Services are aware of the individual.
- Coronavirus isolation plans for vulnerable residents – As Neighbourhood Watch co-ordinator, Cllr Shepherd commented that some people in Sancton may have problems with access to shopping etc. especially if they become unwell or need to self-isolate. It would be useful to have volunteers in various parts of the village, who would be aware of the needs of neighbours, especially the elderly, vulnerable and those living alone.

The areas are:

Wold Rise including Beverley Lane

North and South of The Star on King Street

High Street

Houghton Lane

Low Street East and West including Rispin Hill

It was agreed to have two volunteers from each of the above areas. Cards would be provided for each of the volunteers to put through letter boxes in their own area so residents would know who to contact.

160320/9Planning

- a) No applications made to East Riding of Yorkshire Council.
- b) No decisions made by East Riding of Yorkshire Council.
- c) No planning applications received after the agenda had been posted.
- d) Notification of application going to Planning Committee 19/02944/PLF – 17th March 2020 at 2pm at County Hall, Beverley.

160320/10Play Area

- a) The Councillor weekly inspection reports were noted.
- b) No action regarding its maintenance.

160320/11Grounds Maintenance Contracts/Open Space Management

- a) Action regarding the village field including the repairs on the field gate:
 - It was agreed that Abbots Memorials will repair the gate that they damaged last month.
Proposed: Cllr Shepherd, seconded: Cllr Parvin.
 - Removal of shrubbery behind the Old School House Nursery – it was agreed to put on hold until the end of the summer.
Proposed: Cllr Cary, seconded: Cllr Wintersgill.
 - Request for parking permission by Old School House Nursery – the field is in poor condition due to the recent cemetery tree maintenance work vehicles churning up the grass and as parking is available at the Methodist Chapel, members agreed to refuse this request.

Signature _____ Date _____

Sancton Parish Council

Members raised concerns regarding the use of a fire pit by the nursery. Clerk to write to nursery regarding the shrubbery, firepit, parking request and a reminder about the village field maintenance responsibilities of the PC.

- b) Action regarding the cemeteries and closed churchyard - none.
- c) Action regarding Gravel Pits – owl box has been installed.
- d) Action regarding the pond area - none.
- e) Action with other open space management issues – Goldie Bank. See 160320/7.
- f) Action regarding the 2020 Grounds Maintenance contract including consideration of the tender documents – tender received from Mr R Shucksmith and no others. It was agreed that Mr Shucksmith be engaged.
Proposed: Cllr Parvin, seconded: Cllr Wightman.

160320/12 Accounts

The February/March 2020 accounts for payment and bank statements (see also Financial Reports) were approved by members and signed by the Chairman.

- 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.
Proposed: Cllr Parvin, seconded: Cllr Liley.

160320/13 Internal Audit YE 2019/2020

It was agreed to appoint Mr R Dixon of Public Sector Audit as the Internal Auditor.

Proposed: Cllr Liley, seconded: Cllr Parvin.

160320/14 ERYC's VE Grant Application

It was agreed to proceed with an application for:

- 7ft Union Jack flag.
- Bunting.
- Graphic design costs for a history board.

Clerk to action.

160320/15 Village Field and Gravel Pits

Action regarding the public use of these areas – it was agreed to purchase signage:

- No Barbecues.
- No open fires.
- No dropping litter.
- No dog-fouling.

160320/16 Allotments

Ward Cllr Hammond is liaising with ERYC Valuations and Estates department and has not provided an update.

Signature _____ Date _____

Sancton Parish Council

160320/17 Village Car Park

Cllr Shepherd has received plans from Turton Associates which he will forward to members for their consideration. Once agreed, a Planning Statement and formal application for Full Planning Permission can be made.

160320/18 Wildflower Verges

Awaiting contact from ERYC Highways to confirm their agreement.

160320/19 Correspondence

Correspondence received and noted:

- 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.

160320/20 Minor Items

a) Matters of correspondence received following publication of the agenda:

- ERYC Village Taskforce (Streetscene) notification of site meeting in May 2020.
- ERYC – Review of Allowances.
- ERYC – Covid19 guidance.

b) Points from Councillors, questions or items of interest to note:

Coronavirus - It was agreed to delegate the powers and duties of the council to the Clerk in consultation with the Chair to ensure that business can continue to be transacted if meetings of the Council cannot take place. Members over 70 may not be able to attend meetings if they are advised to self-isolate. If the PC is not quorate and therefore cannot hold its annual meeting in May, the Council will publicise the fact and will hold it when they have a quorum of members who can attend.

Proposed: Cllr Cary, Seconded: Cllr Parvin.

160320/21 Agenda for next and future meetings

None.

160320/22 Next Meeting

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

The meeting closed at 9.00pm.

Signature _____ Date _____