**EAST COTTINGWITH PARISH COUNCIL**

**Minutes of the Parish Council Meeting held remotely by Zoom videoconferencing at**

**8.00pm on Thursday 12th November 2020**

**Note: Due to the Coronavirus pandemic emergency, and Government advice on holding public meetings, members of the public and the press were given direct access to the meeting and the opportunity to take part.**

**Present:** Councillors P. Rhodes (Chairman), N.Hobbs (Vice-Chairman),D. Griffith, S. Ashton,

P. Shervington, C. Stevens

**In Attendance:** D. Cornmell (Parish Clerk),

**Members of the Public**: None

1. **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor C. Cornmell

1. **DECLARATIONS OF INTEREST**

The Vice-Chairman declared an interest in respect of item 6. Finance.

1. **PUBLIC PARTICIPATION**

There were no members of the public present.

1. **MINUTES OF THE LAST ORDINARY MEETING**

Proposed by the Vice-Chairman, seconded by Councillor Ashton, and agreed that the minutes of the last Ordinary Meeting, held, remotely, on 24th September 2020, be accepted as a true record.

1. **ONGOING ITEMS**
2. **Coronavirus: Annual Parish Meeting and Annual Meeting**

Further consideration was given to the latest Government advice. It was agreed to postpone the Annual Parish Meeting and the Annual Meeting of the parish council to a date to be fixed.

**Action:** **Clerk**

1. **Hagg Bridge**

The Chairman gave an update, following news that there was to be a further delay in re-opening the road. On visiting the site, it had been established, from one of the county council’s Highways Engineers, that the concrete used in repairs to the bridge was not up to specification, in not meeting a lifespan of 120 years. The Chairman observed that the work was virtually complete and he had taken issue at the intention of keeping the road closed, whilst tests and discussions were taking place between the county council and the contractor. The local MP and Ward Councillor had been contacted about the matter. It was hoped that within the next 10 days the test results would be known. In addition, following conversations with representatives of other parish council’s in the surrounding area, a letter of complaint had been forwarded to the Leader of East Riding of Yorkshire Council (ERYC). A response was awaited.

**Resolved-** that Ward Councillor, Leo Hammond, be contacted and asked to notify the parish council of the test results, as soon as they were known, when a further meeting of the parish council would be called.

**Action: Clerk**

1. **Jubilee Wood/Christmas Tree**

Councillor Griffith advised that not much progress had been made in replacing/ planting further trees due to the Coronavirus pandemic. He acknowledged the actions of a local parishioner who had carried out work on the site recently. Repairs were needed to the owl box and it was confirmed that monies allocated within the budget would meet all the costs. The parish council was also in receipt of a donation from Yorkshire Water to provide a bench seat on-site but, again, due to the pandemic, it had not been possible to progress matters.

Councillor Shervington reported that he had yet to make contact with a representative of ERYC with regard to the blocked drains.

Following discussions on sourcing a Christmas Tree for the village, it was agreed to purchase a tree from the usual supplier.

**Action: Chairman, Councillors Griffith and Shervington**

1. **Storwood Notice Board**

Councillor Shervington confirmed he had made contact with a parishioner who would help to fix the notice board to the bus shelter.

**Resolved-** that the necessary work be carried out and the cost met by the parish council, up to a sum of £100.

**Action:** **Councillor Shervington**

1. **Memorial: Soldier of World War II**

Councillor Ashton requested that this no longer be an ongoing item due to various issues associated with the church building.

**Action: Clerk**

1. **Overgrown Hedge: Langrickgate Lane**

The meeting heard that work had now been carried out on the hedge.

1. **Overgrown Pathway: Back Lane**

The Clerk confirmed that a representative from the county council had visited Back Lane, following complaints about the state of the lane, but was satisfied that remedial work was not needed.

1. **Signage: Access to the Ings**

Natural England had been contacted, following a complaint from a parishioner, regarding the nature of the wording on the sign. Natural England confirmed that access across the Ings, by way of Ings Lane and the path leading to the flood bank, was not in dispute and the sign would not be altered. It was agreed that it was for the parishioner himself to take up the matter with Natural England if dissatisfied with the result.

**Action: Clerk**

1. **Play Area**

In the absence of Councillor Cornmell, the Clerk updated Members on action taken since the last meeting. An estimate for the work had been obtained and a deposit paid, in order to allow repairs to be carried out on some of the defective play equipment. As previously agreed, monies held on behalf of the now disbanded East Cottingwith Outdoor Play Area, would cover the cost and a donation to this effect would be made to the parish council. Provision would need to be made in the parish council’s budget, to meet future maintenance costs. Some concern was expressed at the likelihood of future expenditure having to be met by the parish council. Following debate, it was agreed that as the parish council was the lease holder of the play area and the equipment was listed as an asset, the Council would have to meet those costs, should they occur.

**Action: Councillor Cornmell/Clerk**

1. **Electricity Contracts**

The Clerk confirmed that notification of the termination of the two un-metered contracts with Npower had been made, effective from 31 December.

A new Service Level 1 Agreement, which included the cost of electricity, had been received from ERYC, coming into effect on 1st January 2021. A considerable saving would be made as a result.

**Resolved-** that the Clerk sign the agreement on behalf of the parish council.

With regard to the contract for the metered account, also held with Npower: this was due to expire on 31st December. At present, a disproportionate charge was being made for administration costs as opposed to the electricity being used. Better terms had been negotiated with Eon, that company not imposing administration costs favouring, instead, a fixed standing charge. Again, savings could be made by entering into a one-year fixed contract with Eon.

**Resolved-** that a one-year fixed contract be made with Eon in respect of the metered electricity account.

**Action:** **Clerk**

1. **Footpath Signs**

The meeting heard that ERYC had been asked to replace the missing footpath signs but, to date, the signs had not been replaced. The Clerk confirmed he would pursue the matter.

**Action: Clerk**

1. **FINANCE**
2. Bank reconciliation

Balance at 1/4/2020 £ 4,478.28

+ Receipts to date £ 8,056.00

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£ 12,534.28

Current Account Balance at 12/11/2020 £ 5,299.91

1. Payments

Payments made since last meeting.

30/9/20 D.J.Cornmell – Clerk’s Salary £ 286.24

30/9/20 D.J.Cornmell – Clerk’s Expenses £ 26.75

30/9/20 HMRC -P.A.Y.E £ 71.60

1/10/20 Play Safety Ltd – Inspection £ 120.00

14/10/20 Npower- Street Lighting £ 58.11

14/10/20 G. Fillingham- Grass-cutting £1152.00

14/10/20 D.J.Cornmell- Clerk’s Expenses £ 14.39

27/10/20 ERYC -Street Lighting £ 424.18

27/10/20 Image Playgrounds – Repairs £ 918.00

2/11/20 J Harrison- Defibrillator £ 231.54

6/11/20 Zurich Insurance £ 909.89

**TOTAL £ 4212.70**

1. Receipts

NIL

1. Financial Report

**The Vice-Chairman declared an interest, in as much as his wife was a member of the Village Hall Committee and one of the items relating to finance concerned the village hall. He wished to address the meeting after which time he would leave.**

The Clerk/RFO, presented an update on the Council’s finances for the current financial period, with a projected spend at the end of that period.

The Vice-Chairman indicated that he had been approached by the Village Hall Committee and asked to request the parish council consider making a contribution towards the cost of refurbishing the hall. A funding application was being made to an outside body but, beforehand, it would be useful to know if the parish council was able to assist. In the event that the application was successful, the Village Hall Committee would have to meet 10% of the total amount of the sum awarded.

**The Vice-Chairman then left the meeting.**

Following a lengthy debate and having given due consideration to a number of options, including seeking an increase in the parish precept, the latter being ruled out, it was **Resolved –** that in January, a donation of £1,300 be made to the Village Hall Committee and on 1st April 2021, the sum of £200 be paid for the cost of hiring the village hall for meetings of the Council for the next 12 months.

**Action: Clerk/RFO**

1. Three-year Financial Forecast

The Clerk/RFO, presented a forecast of expenditure for the next three financial years. It was agreed to give further consideration to this item at the next meeting when a decision would be made on the parish precept for 2021/2022.

**Action: Clerk**

1. **PLANNING**
2. Permissions

The following permissions were noted:

(i)20/02648/PLF Erection of porch extension to side. Location: The Bungalow Canal Lane East Cottingwith YO42 4TJ

(ii)DC/20/02733/TCA- EAST COTTINGWITH CONSERVATION AREA - Fell 1 no. Spruce tree due to tree exhibiting signs of stress in the canopy, poor leaf growth and shedding of secondary branches, exposed roots the lifting of the adjacent path, drainage inspection plate and paving slabs and close proximity to the garage, drainage and an oil central heating tank Location: Paddock House Church Lane East Cottingwith YO42 4TL

1. **CONFIDENTIAL ITEM IN CLOSED SESSION**

Standing Orders were suspended and the Council went into closed session to consider the following item.

**PERFORMANCE/SALARY REVIEW: CLERK/RESPONSIBLE FINANCIAL OFFICER**

Consideration was given to a pay review agreed by the National Joint Council for Local Government Services (NJC)

**Resolved –** that the increase in pay scale for the post of Clerk/RFO, as recommended by the NJC, be adopted, with effect from 1 April 2021. A declaration to that effect to be signed by the Chairman and Clerk/RFO

**Action: Chairman/ Clerk/RFO**

Standing Orders were reinstated.

1. **CORRESPONDENCE**

A list of correspondence, received since the last Ordinary Meeting, was noted.

A late item of correspondence from East Riding Food Poverty Alliance, with a request that the parish council consider storing emergency food boxes, failed to receive support.

**Action: Clerk**

1. **MEMBERS REPORTS**

Councillor Shervington requested that an item be included at the next meeting relating to signage; in particular signs recently erected by the Canal and River Trust.

Councillor Ashton sought the views of the Council about the erection of Neighbourhood Watch signs in the parish. Members were not in favour of such signs being erected.

1. **DATE OF NEXT MEETING**

8.00pm,Thursday 14th January 2021

There being no further business, the meeting closed at 9. 50pm.