**EAST COTTINGWITH PARISH COUNCIL**

**Minutes of a Parish Council Meeting held in the Village Hall, East Cottingwith**

**at 8.00 pm on Thursday 9th November 2023**

**Present:** Councillors N. Hobbs(Chairman), C. Stevens(Vice-Chairman), D. Griffith, C. Cornmell

P. Shervington,D. Parapen, S. Jones.

**In Attendance:** D. Cornmell (Clerk to the Council), Y. Eggleston, Ward Councillor L. Hammond; Ward Councillor Paul West; Ward Councillor Derek Carey

**Members of the Public**: Two(2) – Joined after the start of the meeting

1. **APOLOGIES FOR ABSENCE**

There were no apologies for absence.

1. **DECLARATIONS OF INTEREST**

There were no declarations of interest.

1. **PUBLIC PARTICIPATION**

The Chairman welcomed the three County Councillors and, as there were no members of the public present at the time, he asked them to address the meeting on **item: 6 Hagg Bridge: Road Closure.**  The meeting heard that the County Council (ERYC) regretted the road closure but that it was necessary to address a problem associated with the tarmacadam surface on the bridge, which was found to be defective. It had been established that the original surface dressing had been laid at the wrong temperature and as a result a recurring problem with potholes was apparent. The work would be carried out at no cost to ERYC and unfortunately the bridge would be closed for up to 19 days. Signage was in place and a member of Highways would be on-site throughout to ensure that the work was carried out to a satisfactory standard. Local services had been notified and the necessary arrangements made with the school bus service. On being questioned by Councillors about standing water present on the bridge at the present time, an assurance was given that the work would go ahead as planned on 13 November. Two members of the public joined the meeting and the Chairman asked if either of them wished tocomment but neither did. In summing up, the Chairman expressed the displeasure of the parish council in not being consulted or notified about the closure; the fact that no one from Highways had bothered to respond to an email seeking answers to questions about the work; a lack of communication; the inconvenience and additional expenditure imposed on parishioners having to follow a lengthy diversionary route and that ERYC had advertised that this meeting was a public meeting. Councillor Hammond apologised on behalf of ERYC about the points raised. Before leaving, he provided an update on Devolution and hoped that a satisfactory outcome would be announced in the new year.

The Chairman asked the two parishioners present if they wished to address the Council on any other item on the agenda: neither wished to do so.

1. **MINUTES OF THE LAST MEETINGS**

Proposed by the Vice-Chairman seconded by Councillor Griffith and agreed that the minutes of the last Ordinary Meeting, held on 14th September 2023 and the Extraordinary Meeting held on 5th October 2023, be accepted as a true record.

1. **ONGOING ITEMS**
2. Jubilee Wood

Councillor Griffith expressed his thanks to those parishioners who had helped to lay a hardcore base at the entrance to the wood. It was hoped that further supplies of hardcore could be sourced.

**Action: Councillor Griffith**

1. Notice Board

Councillor Shervington confirmed that refurbishment work had still not taken place but that he had spoken to the parishioner and hoped it would be completed in the near future. The Chairman reported that he had also spoken to the parishioner who had agreed to carry out the work and an assurance had been given that it would be completed by the end of November.

**Action: Councillor Shervington**

1. Langrickgate: maintenance of verges

The meeting heard that the hedge bordering the footpath leading out of the village had been cut. The path itself was still covered in weeds and in need of attention.

The Clerk confirmed that ERYC acknowledged that work on cutting back the overgrown shrubbery near to the farm shop was on the work schedule.

**Action: Clerk**

1. Repairs to Play Area

Councillor Cornmell had nothing to report following her last update.

**Action: Councillor Cornmell**

1. East Riding Council: Community Governance Review

The Clerk indicated that there had been no further communication from ERYC. The proposals for East Cottingwith and Storwood had been accepted but were not likely to be implemented until 2025. It was agreed to delete this as an agenda item.

**Action: Clerk**

1. Engagement with the Local Community: Newsletter/Emails

Councillor Parapen provided an update on his proposal that parishioners be notified by email on important matters appertaining to the parish council. He had been in contact with ERYC about the implications for Data Protection and been provided with some material. Any further advice/consultation with ERYC would come at a cost. He had circulated a proposed outline to Councillors prior to the meeting. Following debate, it was decided to seek further information from other Council’s making use of this type of initiative before proceeding further. The Chairman agreed to meet with Councillor Parapen, prior to the next meeting, to take the matter forward.

**Action: Chairman/Councillor Parapen**

Councillor Jones reported that work had commenced on an outline for the proposed newsletter. He hoped to make further progress shortly, with a view to providing a draft for members to consider by the end of the month.

**Action: Councillor Jones**

1. 80th Commemoration of D-Day

The Chairman confirmed that he had spoken with the previous Chairman who had agreed to help with lighting the beacon for the Commemoration ceremony.

**Action: Chairman**

1. Road Sign: Redcap Lane

It was noted that the work had still not taken place.

**Action: Clerk**

1. Litter Bin: Bus Shelter

It was noted that the work had still not taken place.

**Action: Clerk**

1. **HAGG BRIDGE: ROAD CLOSURE**

Dealt with under public participation.

1. **CHRISTMAS TREE**

It was reported that the previous Chairman was happy to source a tree and deliver it as in previous years. It was agreed that week commencing 4th December was the best time for delivery. The Chairman would make the necessary arrangements. A discussion took place about lighting of the tree, refreshments and the usual collection which was taken on behalf of the Martin House Charity. It was felt that it was not the responsibility of the parish council to make these arrangements. The Vice-Chairman agreed to circulate details via social media, in the hope that someone would come forward to take the matter forward. A suggested date for the lighting event was Friday 15th December, although she would not be available on that date.

**Action: Chairman/Vice-Chairman**

1. **ELECTRICITY CONTRACT-BUS STOP**

The Clerk drew attention to the fact that the present 2-year Fixed Business Plan with EonNext was due to terminate on 31st December. He had been in discussion with Eon and provided details of the rate of charge for a 1, 2 or 3 year fix. It was agreed to take out a contract for the 2-year plan.

**Action: Clerk**

1. **FINANCE**
2. Bank Reconciliation

Balance as at 1/4/2023 £ 6,728.66

+ Receipts to date £10,064.57

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 £16,793.23

-Payments to date £ 4,450.96

Current Account Balance at 9/11/2023 £12,342.27

1. Payments

Proposed by the Vice-Chairman, seconded by Councillor Cornmell and **resolved** that the following payments be made:

EonNext- Electricity (paid by Direct Debit 19/10/23) £ 54.75

G. Fillingham – Grass-cutting £211.20

D.J.Cornmell – Clerk’s Salary £243.85

D.J.Cornmell- Clerk’s Expenses(travelling/stamps) £ 26.88

HMRC-PAYE £162.40

N. Hobbs (Currys PLC) – Clerk’s Laptop £399.00

 **TOTAL £1,098.08**

1. Receipts

ERYC – Parish Precept (2nd payment) £4,400.00

1. Financial Report

The Clerk/RFO presented an update of the financial position for the current financial period, a projected spend for year end and a three-year financial forecast. It was agreed to give further consideration to this item at the next Ordinary Meeting when a decision would be made on the parish precept for 2024/2025.

**Action: Clerk/RFO**

1. **PLANNING**
2. Applications

Consideration was given to the following applications:-

(i)23/02666/PLF-Erection of 2 dwellings with associated garages following demolition of outbuildings: Land West of Rose Garth, Main Street, East Cottingwith YO42 4TN.

Councillors gave consideration to the application and a number of serious concerns were raised concerning the number; positioning and height of the properties; the loss of a mature tree and the proposed access arrangements via the existing driveway.

**Resolved – that objection be made to the present application on the following grounds:-**

1. **the proposal to erect two dwellings on this site is not in accordance with Policy S4 B. 1 of the Local Plan, i.e. new housing usually comprising a single dwelling.**
2. **Plot 2 stands outside the present development limit for East Cottingwith;**
3. **the height of the proposed dwellings is excessive in comparison with other dwellings on the Middleton Farm development**;
4. **a mature tree would be lost to facilitate the development;**
5. **the access drive, which is narrow, is not considered appropriate for the number of potential vehicles using the site;**
6. **there is a lack of amenities within the parish; no regular public transport and other areas within the Local Plan have been identified for sustainable development; and**
7. **in view of the fact that this site is within the East Cottingwith Conservation Area; is one of the last remaining green spaces, it is recommended that the application be considered by the Western Area Planning Sub-Committee.**

**Action: Clerk**

(ii)23/03270/TCA-East Cottingwith Conservation Area- Crown reduce 3 no. Silver Birch Trees (T1, T2, T3) by 4-5 metres to provide better shape: Wayside, Ings Lane, East Cottingwith YO42 4TW

**Resolved –** that no objection be made to the proposed tree work.

**Action: Clerk**

(iii) 23/03292/TCA- East Cottingwith Conservation Area- Crown reduce 1 no. Sycamore Tree and crown thin by 50% to allow light into neighbour’s property: Derwent House, Main Street, East CottingwithYO42 4TN

**Resolved –** that no objection be made to the proposed tree work.

**Action: Clerk**

1. Permissions

The following permissions were noted:-

(i)23/01614/CLE-Certificate of Lawful Development to determine works have commenced prior to expiry of planning permission 19/03775/PLF: Land South of Sycamore Bungalow, Main Street, East Cottingwith YO42 4TN

(ii)23/01498/PLF – Erection of lean-to extension to existing farm building

 (Retrospective Application): Land West of Rossmoor House, Main Street, Melbourne

(iii) 23/02856/TCA – East Cottingwith Conservation Area – Fell 1 No. Birch Tree (T1) as tree is in poor crown condition and branches are damaging the property; Fell 1 No. Cherry Tree (T2) as over pruning has caused this tree to start declining and is a poor specimen; Fell 1 Birch Tree (T3) as the tree is too close to neighbour’s property: The Old Chapel, Main Street, East Cottingwith YO42 4TN

(iv) 23/02868/TCA – East Cottingwith Conservation Area- Fell 1 No. Purple Leaf Plum Tree as tree is showing disease; Fell 1 No. Lawson Cypress Tree as the tree is blocking light into the property: The Old Ship Cottage, Church Lane, East Cottingwith YO42 4TL

1. **CORRESPONDENCE**

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

1. **MEMBERS REPORTS**

The Vice-Chairman expressed her concerns about the school bus service to Woldgate School. Despite having been given assurances by ERYC that the previously reported problems had been resolved, the bus continues to come late and a break down at the end of the day last week resulted in a considerable delay being experienced by pupils arriving home, without any notification being given by the school or the coach operator. It was agreed that this should be an agenda item at the next meeting.

**Action: Vice-Chairman/Clerk**

1. **RESIGNATION OF CLERK/RFO**

The Council received the resignation of David Cornmell, the current Clerk/RFO, with immediate effect, the proper notice having been previously given. The Chairman paid tribute to David’s work over the past 5 years and made a presentation to him on behalf of past and present members of the Council.

**CONFIDENTIAL ITEM IN CLOSED SESSION**

1. **APPOINTMENT OF NEW CLERK/RESPONSIBLE FINANCIAL OFFICER**

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

**Resolved –** that Yvonne Eggleston be appointed Clerk/RFO.

**Action: Chairman Clerk/RFO**

Standing Orders were reinstated.

1. **DATE OF NEXT MEETING**

8.00pm, Thursday 11th January 2024

There being no further business, the meeting closed at 9.45pm.