

# SHIPTONTHORPE PARISH COUNCIL

Document Reference 20/2013  
13<sup>th</sup> September 2013

Shiptonthorpe Parish Council – Minutes of a meeting held on the 12<sup>th</sup> September 2013 at 7.00pm in the Methodist Hall, Town Street, Shiptonthorpe, YO43 3PE

## Present

Cllr Robert Ducker	RD	Chairman
Cllr Janet Miller	JM	Vice Chairman
Cllr Tracey Baty	TBa	Councillor
Cllr Margaret Dixon	MD	Councillor
Cllr Tim Bowron	TBo	Councillor

## Attended by

Catherine Clark	CC	Clerk
Cllr Andy Burton	AB	Ward Councillor

3 members of the public

Action

## 1 OPEN FORUM

Nigel Drake addressed Council over his application for planning permission to erect a building in which forensic work would be carried out by Humberside Police.

Two members of the public raised concerns over this application, these being an issue over possible restrictions on the land when it was bought and also over an issue of the possibility of increased traffic arriving/departing from the garage and speeding.

Council advised that this would be discussed later.

## 2 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Hazell and Hutton.

## 3 WARD COUNCILLORS REPORT TO MEETING (FOR INFORMATION ONLY)

Councillor Burton advised Council that the funds had been released from ERYC to enable work to begin on the Holme Road roundabout. It is expected that this work will begin imminently.

Councillor Burton also stressed that this would strengthen our case for a pedestrian crossing and that he will continue to press for this. He asked that the Clerk email him on this issue.

Councillor Ducker spoke of his concerns over the sewage from McDonalds and it was agreed that the Clerk will contact Yorkshire Water. Councillor Burton asked that she also emails him.

**ACTION:** Clerk to contact Yorkshire Water and email AB.

AB  
CC

## 4 DECLARATIONS OF INTEREST

There were Declarations of Interest received from Councillors Bowron, Miller and Ducker in respect of ROAG and Councillor Ducker in respect of his role as honorary trustee of Shiptonthorpe Charity.

## 5 APPROVAL OF MINUTES OF MEETING 15<sup>TH</sup> AUGUST 2013

The minutes of the above meeting were agreed and ratified subject to amendments by the Clerk.

**ACTION:** Clerk to amend minutes as agreed.

CC

## 6 MATTERS ARISING (NOT COVERED ELSEWHERE ON THE AGENDA)

6.1 **Insurance** - Councillor Ducker informed Council that this issue is still on-going and should be carried forward.

**ACTION:** RD to chase NFU

RD

6.2 **Number 34 Bus** – The Clerk advised that the cost to divert the above bus to Shiptonthorpe would be £1.25 per day. Council agreed that this was not economically viable.

6.3 **Jubilee Tree** - The Clerk had received confirmation via Councillor Rudd that the Jubilee tree will be planted between November and February. It was agreed that when the time comes for this to take place a site meeting will be arranged to determine the exact location. With regards to the service hatch the Clerk confirmed that she has received further confirmation from ERYC that providing the tree is planted by an approved contractor this will not be an issue. As this is being undertaken by ERYC themselves there is no issue. The Clerk will forward the email to Council as requested.

Attached to the aforementioned email was a form to complete in respect of the bench which needs completing retrospectively. The Clerk will ensure this is done

**ACTION:** Clerk to forward emails from ERYC to Council & return seat license

CC

6.4 **Quad bike & motor bikes** – The Clerk reported the motor bikes being ridden in the Playing Fields to the police and they have since spoken with both the Clerk and Councillor Dixon on this issue. We have been asked to keep them updated on this if we receive any further information or any more incidents occur. It is apparently the same person that owns both the quad bike and the motor bikes.

6.5 **Wind Turbine HOSM** – The Clerk confirmed that she had not received an email from HOSM PC regarding the wind turbine application, only one from Hayton.

## 7 **PLANNING**

**Council considered the following Planning Applications and had no observations to make**

CC

### **13/02741/PLF**

Erection of a vehicle inspection building and change of use of land to form a secure vehicle compound on land East of Drakes Garage.

### **13/02457/VAR**

Variation of Condition 4 of planning reference 12/0416/PLF relating to re-location of a sub-station at land North East of Park Farm, Harswell Lane for Jonathan Waring.

**ACTION:** The Clerk to respond to ERYC accordingly:

**The following applications had permissions granted by ERYC:**

### **13/01936/PLF**

Application to prune a tree(s) protected by a TPO at All Saints' Church for Shiptonthorpe Parish Council

### **13/02078/PLF**

Erection of single storey extension to side and rear of The Haven, Shipton Lane for Mr I Davidson.

## **FINANCE**

Council agreed the following payments:

C Clark	Salary	£ 244.60
Giffords	Bark for play area (grant)	£ 972.00
Mick Walker	Grass cutting and litter picking	£1018.00
Methodist Chapel	Room rent for meetings	£ 60.00
ERNLLCA	Training courses	£ 168.00
	<b>TOTAL</b>	<b>£2462.60</b>

Council agreed to approve the last 4 items which had arrived after the Agenda had been posted

The Clerk updated Council with the present bank position.

The closing bank balance is £20,285 less the above payments.

The additional charge from the Audit Commission was in respect of the late submission of the year end accounts which the Clerk thought was the 30<sup>th</sup> June but turned out to be the 13<sup>th</sup> June. It was agreed that this should not happen again.

## 9 ENVIRONMENTAL & COMMUNITY MATTERS

### a) Village Maintenance (including grass cutting, litter picking and winter maintenance)

An application has been sent to ERYC for a salt bin for the junction of Station Road/A1079.

### b) Churchyard & Cemetery (including Church wall and trees – Planning permission has been granted for the work on the trees. The Clerk and Cllr Ducker to obtain quotes for the next meeting.

Council received a letter from a resident asking if the head stones in All Saints' Church yard, which had been pushed over for Health and Safety reasons some time ago could be restored as and when funds permit. Council agreed that this is something that they would like to do when funds are available. In the meantime it was agreed that a regular safety check should be carried out on all the grave stones in the Church yard.

**ACTION:** Clerk to respond to letter & obtain quotes for trees along with RD

CC  
RD

### c) Highways –Information received from ERYC on traffic calming measures, which had already been circulated to council, was discussed. There are several options including speed bumps and chicanes, all of which are highly expensive. Councillor Burton kindly offered his support on this matter and it was agreed that the Clerk email him with a view to asking someone from Highways to come and speak to us.

**ACTION:** Clerk to email AB regarding this issue

CC  
AB

### d) Street Lighting – The Clerk had clarified the issue of the safety checks on the two lighting columns along York Road. One is outside Owl House and one outside the Village Hall. It was agreed that the checks need to take place and the Clerk will arrange this with Dave Williamson of ERYC. If the safety checks show that there are issues that need correcting or the columns are found to be beyond repair and have to be taken down or replaced, the cost will fall to the Parish Council.

As dark nights are approaching the issue of the sign hanging outside the Ship was mentioned again and the Clerk said that she would ask the current owner again if this may be removed. It is thought that this may be unsafe.

**ACTION:** Clerk to arrange safety checks and contact the owners of The Ship re the sign

CC

### e) Shiptonthorpe Beck – Following Council's request for an update on the piece of concrete in the beck, Kirk Lister came out to assess the situation and Councillor Dixon met him on site. A discussion took place over the piling and the bridge and it transpires the water has also undermined the earth near the street lamp. Mr Lister has reported these issues to Highways to be dealt with.

Cllr Miller was pleased to report that the ROAG meeting on the 10<sup>th</sup> September had been well attended. It was agreed that five members of the committee would walk the length of the beck through the village on Sunday morning and assess what work was required and report back to the next ROAG meeting arranged for the 8<sup>th</sup> October.

### f) Shiptonthorpe Playing Fields – Grant Project

Councillor Baty updated Council on the above project and asked for a cheque for £972.00 in respect of the bark to be laid. Work is due to start imminently

### g) Shiptonthorpe Village Hall – Councillor Miller reported that the first stage of the Village Hall kitchen/store extension (the external building work) is now complete and hopefully the second stage (internal work) would commence shortly.

h) **Website** – Councillor Baty asked for permission to use the Newsletter facility on the website and Council agreed to this. **TBa**  
**ACTION:** Cllr Baty to contact Web orchard.

i) **Neighbourhood Watch** – We have not had any volunteer co-ordinators to date.

j) **Pedestrian Crossing** **CC**  
**ACTION:** to continue to push this with the support of Councillor Burton. **AB**

k) **Cycle Path** – The Clerk had received an email from ERYC regarding the cycle path which she had already forwarded to Council. ERYC had looked into the feasibility and cost of converting the existing footpath, between Shiptonthorpe and Market Weighton, into a shared footpath/cycle track but unfortunately they do not have the funds as the cheapest option would cost around £250,000. The money released by the government recently in respect of cycle paths is purely for cities. It was agreed that we would continue to push this with ERYC. The Clerk had asked ERYC if they could make good the existing footpath between Shiptonthorpe and Market Weighton which is currently full of holes and overgrown in places. Councillor Ducker showed some photos of the footpath which he had taken and the Clerk said that she would send these to ERYC via email. **CC**  
**ACTION:** Clerk to forward photos to ERYC.

l) **ERYC Local Grant Scheme 2013-14**  
We are unable to apply for any further grants until the existing Playing Fields project has been completed.

m) **Noise pollution** – A complaint has been received from a resident about the alarms at the offices of G F White which keep going off at unsociable hours. Council advised that this matter needs to be referred to Environmental Health, Public Protection department. The Clerk said that she would respond accordingly. **CC**  
**ACTION:** Clerk to contact resident

## 10 CORRESPONDENCE

1. Details of a play equipment provider (passed to Councillor Baty).
2. Copies of East Riding News
3. SLCC AGM Notice and agenda
4. Reply from ERYC to our letter objecting to the McDonalds license application stating that our concerns are all speculative and therefore cannot be taken into account.
5. Details on the new Yorkshire and Humber Cross-Country pipeline to be laid by the national grid which the Clerk will post on the notice boards.

**ACTION:** Clerk to update notice board

**CC**

## 11 COUNCILLORS EXCHANGE & AGENDA ITEMS FOR NEXT MEETING

1. The Clerk was asked if she could remove the names of recipients from emails before forwarding these to Council.
2. Councillor Baty asked if she may have a receipt for her £200 donation and the Clerk said she would issue this.
3. It was suggested that the Clerk have a 'date received' stamp for correspondence and Councillor Bowron thinks he may have one.
4. The forthcoming ERNLLCA training courses on the Role of the Clerk for both councillors and clerks were discussed. It was agreed that Councillors Baty, Hazell, Miller and the Clerk will attend. The date and location is to be decided.

**ACTION:** Clerk to issue receipts for donations & TBo to look for stamp

**CC**  
**TBo**

## **12 ADMINISTRATIVE MATTERS**

1. ERNLLCA Response to NALC Future Strategy document – Council agreed that we had nothing to add to this.
2. Code of Conduct – ERYC have asked for comments on the current code of conduct which was introduced last year. Council did not have any comments on this.

## **13 HUMAN RESOURCES (PERSONNEL COMMITTEE)**

To resolve that due to the confidential nature of the business to be transacted, the press and public were excluded from the remainder of the meeting (Section 1(2), Public Bodies Admissions to Meetings Act 1960):

- a) The Parish Council received and adopted the resolutions from within the minutes of the Personnel Committee meeting held on the 2<sup>nd</sup> September.
- b) Expenses in relation to Clerk's broadband charges - It was resolved to pay the Clerk a contribution of £4 per calendar month for Broadband, Line rental etc. this will be back dated to 1st April 2013.

Meeting closed at 21.40

Signature of Chairman:

**Clerk:** Catherine Clark, 19 Princess Road, Market Weighton, YO43 3BX  
Telephone: 01430 803096  
Email: shiptonthorpeparishcouncil@hotmail.co.uk