

# MINUTES OF A MEETING OF THE PARISH COUNCIL OF BARMSTON & RAISTHORPE held in THE VILLAGE HALL, BARMSTON

on Wednesday 18<sup>th</sup> April 2018 at 7.30pm

**Present:** Councillors: J Swift (Chairman), S Austerfield, K Manuel, M Marshall, G Riby and L Wiles

**In Attendance:** R Swift, Clerk

## 1. Apologies: Ward Councillors J Evison, J Owen & P Lisseter

It was noted that Councillor S Brown had failed to attend six consecutive meetings without offering any apologies and the clerk was duly instructed to write and inform her that she is now disqualified from being a parish councillor

## 2. Declaration of Pecuniary and Non-Pecuniary Interests in relation to this Agenda in accordance with the Localism Act 2011.

There were none

## 3. Minutes of the Meetings 14<sup>th</sup> and 23<sup>rd</sup> March 2018 were approved and signed

## 4. Matters Arising

**4.1 Notice Board Fraisthorpe** To be actioned next week

**4.2 Trees and usage Hollycroft Green** Councillor Austerfield now not undertaking this project so too late to make alternative arrangements for this planting season. Carried forward to the autumn.

**4.3 Telephone Box and Defibrillator Barmston** Nothing heard from British Telecom or Yorkshire Ambulance. The Chairman will follow up request made to Black Bull to re-site defibrillator on their wall.

**4.4 Post Office** The Chairman reported that the service re-commenced on the 11<sup>th</sup> April under the management of Hunmanby Post Office and a flyer had been distributed to all properties in Barmston. Unfortunately only a limited service was offered today due to the equipment having broken down again. The postmistress at Hunmanby was doing her best to obtain a visit by an engineer and despite the Post Offices promise of one arriving within 4 hours, one did not arrive yesterday when she first reported the problem. She has been promised that one will be with her at Hunmanby at 4.30pm today. The Chairman has also telephoned the area manager at the Post Office to register our concerns.

**4.5 Paul Stephenson Retirement** The Chairman reported that a total of £360 had been collected and vouchers to the value of £300 for a golfing weekend at a venue of his choice together with a silver golf tee, a silver ball marker and a bottle of champagne was presented to him on his last visit to the village delivering mail. About 60 residents came to wish him well and the event was covered in the Driffeld & North Wolds newspaper.

**4.6 Litter Pick** The Chairman reported that 4 or 5 people attended and several bags of litter had been recovered. It was disappointing to see that next day there were already several items of litter again visible. 2 air rifles had been recovered from a ditch and this had been reported to the police. Councillor Wiles said that he had filled a black bag today with rubbish from outside the old Caraboat site. The Chairman had reported several black bags of rubbish which had been dumped under the hedge at the top of Sands Lane to ERYC via their web site and these had been collected within a couple of days. The Chairman expressed his thanks to all those who had helped on the day and to those public spirited residents who continually collected rubbish throughout the year.

**4.7 Estuary TV** The clerk reported that she had duly written to Estuary TV to tell them that no volunteers had come forward to be a "news hound" for them. She had not received any acknowledgement.

## 5. Planning

**5.1 Change of use of redundant shower/stable block into holiday chalet at Southview Camping and Caravan Site, 70-72 Sands Lane, Barmston, YO25 8PG** Nothing to report

**5.2 Alterations & extension incl. erection of 1<sup>st</sup> floor extension, Juliet balcony, porch, single storey extension to rear and construction of pitched roof to replace flat roof to rear, 17A Hollycroft, Barmston** Carried forward to planning meeting to be arranged

**5.3 Erection of single storey extension to front, 6 Bloomfield Way, Barmston** Carried forward to planning meeting to be arranged

**5.4 Any New Applications Submitted Prior to Meeting and General Matters** No other applications received. A resident had raised the question of trees being felled in our area and the Chairman reported that Ward Councillor Evison had obtained an answer which he had conveyed to the resident. The clerk reported that the annual planning liaison meeting will be at The Spa on 15<sup>th</sup> May – no councillors wish to attend so the clerk will and the Chairman will. No one is able to attend the Rural Housing Seminar at Bishop Burton College on the 22<sup>nd</sup> May.

## **6. ERNLLCA**

The clerk distributed a document concerning the Local Government Standards Review 2018 to which we are asked to submit our comments. All councillors were asked to look at this document carefully so that we can formulate our responses at our next meeting in time to meet the deadline for submissions of the 18<sup>th</sup> May.

## **7. Annual Parish Meeting**

The Chairman reported that 4 residents only attended and 2 of these were there to give their report on Barmston in Bloom. Our Ward Councillors had also attended. Issues raised for the parish council's consideration have been included in this agenda. The Chairman thanked Councillor Marshall for serving the refreshments during the meeting.

## **8. Neighbourhood Watch, General Police Matters**

Councillor Austerfield said that there was nothing further to report since her report to the Annual Parish Meeting. She re-iterated that there had been some fuel thefts from vehicles in Barmston and that the culprits had been apprehended by the police. There had also been a theft some pipes from a property in Hamilton Hill Road, Barmston but the owner did not wish to report this to the police.

## **9. Beach Access and Coastal Path**

The clerk had sent a link to the website enabling councillors to inspect the proposed route through our parish. Councillor Riby reported that Peter Mawer has a meeting concerning this next week. No councillors wish to make any submission concerning this route. It was felt that any planned route unless actioned rapidly could be short lived due to the rapid coastal erosion in this area.

## **10. Drains & Dykes**

The Chairman reported that the drain near Manor Farm, Sands Lane, Barmston had been inspected by an engineer but as there was no bung in the bottom, other than cleaning it out as far as possible, he could do nothing further. The Chairman and Councillor Wiles had inspected the dyke and both of them had spoken to Mr Warkup who has agreed to clean out the dyke and the overflow pipe from the pond as far as possible.

## **11. Pot Holes Sands Lane**

The Chairman reported that the two at the top of Sands Lane had now been repaired although they are already starting to break up again. He will report the additional ones which had now appeared further down Sands Lane via the web site pot hole reporting page. A driver had reported damage to her vehicle while negotiating the bend on the A165 at the entrance weather conditions. She passed the correspondence from ERYC re this to Councillor Riby so to Sands Lane and it was noted that the road had been closed for a while for inspections to be carried out by various official bodies. The clerk reported that a stretch of the A165 was due to be surface dressed from Stonehills Farm to the Wilsthorpe Roundabout scheduled to commence on the 8<sup>th</sup> May subject to that he can follow up the problem of standing water outside the entrance to Stonehills Farm

## **12. General Data Protection Regulations (GDPR)**

The clerk said that she has nothing to report on this as she has had to concentrate on the annual accounting and procedures for the year end. She told the councillors that the issue has been mentioned in the Internal Audit Report which will be discussed later in the meeting. This is carried forward to the next meeting.

### 13. Wind Farm Grants

The clerk reported that she had sent the end of grant report forms to ERYC for last year but has heard nothing further from them re any payment of a Lissett Wind Farm grant for this year. The grant monies for the small grant fund have been received from the Fraisthorpe Wind Farm Community Fund.

### 14. Northern Power Contract

The clerk has not had time to review this contract and so it is carried forward to next month.

### 15.Accounts for the Year Ended 31<sup>st</sup> March 2018

The clerk reported that the internal audit had been completed and she distributed a copy of the internal report from the auditor to each councillor. She said that there have been procedural changes this year and although the Annual Return will still have to be posted on our web site, it is no longer necessary to send it to the external auditor. She explained the conditions required to qualify for this exemption and it was unanimously agreed by the meeting that we submit the Certificate of Exemption on page 3 of 6 of the Annual Return to PKF Littlejohn. She said that the wealth of new legislation and requirements that had been and still are being produced had necessitated the appointment of a qualified internal auditor and that she was very pleased indeed to receive his full and informative report which will enable the parish council to move forward into the new financial year knowing that they will be fully compliant once they have implemented his suggested procedures. She then went through the report item by item and the meeting agreed unanimously to adopt all the recommendations and the clerk will draw up an implementation plan to present to the next full meeting of the parish council. The Chairman thanked the clerk for her work and this was also echoed by Councillor Manuel. The councillors asked the clerk to write a letter of thanks to Mr Dixon for his report and also to Melvyn Frost for his past services in auditing the financial records.

### 16. Financial Position and Cheques.

The clerk reported that the bank balances at the 31<sup>st</sup> March 2018 totalled £3,647.29. She was unable to present bank reconciliations and cashbook for checking as these records are with the internal auditor. They will be produced for the next full meeting of the parish council. The following payments were agreed to be made and cheques duly drawn and signed:

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Mr Richard John Dixon	Internal audit fee y/e 31.03.18	£300.00
Zurich Municipal	Insurance y/e 31.05.19	£349.31
Cranswicks	Pond Licence 2018/19	£ 10.00
Npower	Electricity for Festive Lights Dec 2017 to Jan 2018	£ 22.02
ERNLLCA	Subscription 2018/19	£256.57

and a transfer be made from the bank deposit account to the current account of £1000

### 17. Bus Shelter

The Chairman explained that this had been looked into in 2014 at the time of a request by the landlord of the Black Bull to demolish or use for his own purposes the existing bus shelter. Correspondence between the parish council and the solicitors representing the brewery had finally not be followed up by the brewery and so no further action was taken. Councillor Wiles had raised the issue again at the Annual Parish Meeting and instructed the Chairman to look at the shelters erected in Beeford. This he has done. Councillor Manuel volunteered to research this project further and report back to the next full parish council meeting.

### 18. Slow Down Signage at Bend of A165

The Chairman reported that at the Annual Parish Meeting during the refreshment break, a resident had spoken to him about the need for minimum speed limit warning signs to be erected at this bend. Councillors agreed that this would be beneficial to road users and Councillor Austerfield

proposed and Councillor Manuel seconded that the parish council should contact ERYC with a view to having such signs erected. In the absence of any other volunteers, the Chairman said he would follow this up.

**19. Correspondence that the Chairman Deems is of an Urgent Nature**

**19.1** ERYC have issued amendments to the Register of Interest and Code of Conduct. This has also been referred to in the Internal Audit Report and the clerk will include it in the implementation plan

**19.2** The next Parish Transport Champions meeting is on 9<sup>th</sup> October 2018 at Driffield Rugby Club

**19.3** The next Cluster Meeting will be on 16<sup>th</sup> May and cover Community Led Housing and Pot Holes. It will be at Hutton Cranswick Sports and Recreation Association. Would Councillors please let the clerk know at the next full parish council meeting if they are available to attend

**19.4** The clerk was authorised to complete a questionnaire from ERYC re communication issues

**19.5** East Riding Clinical Commissioning Group had sent by email a copy of a leaflet which they asked the parish council's help in advertising in the area. However, they also stated that a copy has also been posted to all properties in the parish so no action has been taken on this. The Chairman said that at the recent ERNLLCA meeting he had attended, it had been reported that local surgeries in the area were not offering Alfred Bean Hospital, Driffield as a choice of venue for referrals. It is important that if this happens to local residents, they are encouraged to challenge the local surgeries to ensure maximum use of Alfred Bean is made to ensure it does not follow in other local hospitals fate of being closed.

**20. Any Other Business that the Chairman Deems is of an Urgent Nature**

There was none

**21. Date and Time of Next Meeting**

**THE NEXT PLANNING MEETING OF THE PARISH COUNCIL HAS BEEN PROVISIONALLY PLANNED FOR MONDAY, 30<sup>TH</sup> APRIL 2018 at 3.30pm in the Village Hall. This will be confirmed asap**

**THE NEXT FULL MEETING OF THE PARISH COUNCIL WILL BE ON WEDNESDAY, 9<sup>TH</sup> MAY 2018 at 7.30pm in the Village Hall**

Signed.....on.....

John H Swift – Chairman