

Barmston & Fraisthorpe Parish Council
Ordinary meeting Wednesday 11th September 2019 at 7.30pm in the Village Hall, Barmston

Present: Councillor Manuel (Chairman), Councillors Lawson, Nicholson, Riby & Wiles & Councillors Mrs Austerfield & Mrs Marshall, Ward Councillors Jane Evison & Jonathan Owen, 6 members of the public & clerk Helen Carter.

1. **Notice of meeting, it was: - RESOLVED:** That Public Notice of the meeting had been given in accordance with Schedule 12 para10 (2) (b) of the Local Government Act 1972. **36/19**
2. **The need to declare personal or a disclosable pecuniary interest & to note dispensations given**– none made.
3. **Apologies** – had been received from ERYC Councillor Paul Lisseter. The apology was noted.
4. **Public participation** the residents addressed the members saying they were upset & angry about the manner in which the sign on The Green at Hollycroft had been handled as there had been no consultation with the residents. They also expressed concerns about the conduct of some councillors abusing their position which goes against the Code of Conduct. Having listened to what the residents had to say, the chairman apologised & stated the matter relating to the sign could have been handled better. The Parish Council have no issue with children playing on The Green & he said he was prepared to meet with any resident of Hollycroft to discuss the matter further. The chairman said consideration to the points raised in this session would be considered & brought to a future meeting.
5. **Minutes** to receive, approve & sign the minutes of the ordinary meeting held 10th July 2019. It was **RESOLVED that the minutes of the meeting be approved & were signed.** **37/19**
6. **Telephone Box** – The clerk advised the telephone box has been adopted with a notice placed in the box confirming the Parish Council are now responsible. Zurich will insure for £3K at no extra cost until renewal, the premium will then increase by around £20. It was agreed to add the box to the policy. A paint kit has been received & the chairman will deal with this. What to do with the box will be discussed at a future meeting.
7. **Defibrillator** - The Chairman & Councillor Mrs Austerfield are still sorting this out. A new defibrillator has been situated at Park Resorts.
8. **Planning** the following applications were discussed: -
 - **19/00939/PLF** – erection of 2 dwellings following demolition of existing bungalow – Magnolia Cottage, 18 Sands Lane, Barmston – **application approved.**
 - **19/00993/PLF & 19/00994/PLB**– extension to rear, installation of roof lights to rear, installation of new windows & doors & erection of detached garage – St Edmunds Church dwelling, Church Lane Fraisthorpe –**ERYC have advised amended plans are to be submitted with the extension removed.**
9. **Matters for discussion with any Ward Councillor present** – the following were discussed with Jane & Jonathan: -
 - **Flooding in Sands Lane** – Jane discussed the matter with the members following the site having been visited by herself, highways officers & Yorkshire Water earlier this month. The proposal is to install a soakaway in the verge adjacent to the pond. The type and size of soakaway will be dependent on the position of existing services. The two highway gullies which currently have no outlet, will discharge into the soakaway, so during most rainfall events, highway water will soak into the ground. A high-level overflow from the soakaway into the pond will be included, so that in an exceptional rainfall event, and the soakaway cannot cope, then the highway water will discharge to the pond. Risk of pollution is minimal because the first flush will always discharge to ground.

- **Cluster meeting invitation** – Councillors Wiles & Lawson to attend Foston Village Hall on 10th October at 6.30pm.
 - **Quarterly newsletter from the cabinet of ERYC** – it was agreed the newsletter is to be sent to the clerk who will forward onto the members.
 - **Ward Councillor/s reports** – none made.
- Jane & Jonathan were thanked for attending & they left the meeting.**

- 10. Neighbourhood Watch & General Police matters** – Councillor Mrs Austerfield reported there are problems with farm machinery being stolen in other parts of the East Riding & locally a problem of items being stolen from the rear of the Black Bull. The chairman reported he had seen a white Nissan van cruising the village & had taken his registration & will pass it on. Speeding is an issue; problems have been raised with highways about traffic calming but this is costly. The chairman & clerk are looking into the Community Speed Watch scheme for residents. “Do Not Knock” stickers have been obtained from Able Community Care & were passed to Councillor Mrs Austerfield.
- 11. ERYC Standards committee-** no Councillor interested.
- 12. ERYC Emergency Plan** – Councillor Mrs Austerfield agreed to revise the plan.
- 13. East Riding Local Plan Review Allocations Document - ‘Fact Checking’ exercise** – no response to be made.
- 14. Village Taskforce schedule** – the chairman agreed to review the information received from ERYC.
- 15. “The Green”** – had been discussed with the public under agenda item 4.
- 16. HornseaFour** – no response is to be made re the statutory consultation. The Parish Council are interested in discussing with Sustrans the possibility for developing a walking & cycling route between Barmston & Fraisthorpe which HornseaFour could contribute to.
- 17. Annual Lissett Wind Farm Community Fund meeting** – Councillors Wiles & Nicholson to attend 19th September at Beeford Community Centre 6pm.
- 18. Npower** – the clerk reported after a lot of work confirmation has now been received that the account balance is nil.
- 19. ERNLLCA AGM** – no one able to attend.
- 20. Wind Farm Grants** – information regarding previous schemes had been circulated prior to the meeting. Also details of the proposal for this year’s schemes. A Lissett small capital projects scheme from now to the end of October with applications considered at the meeting 13th November & then a Fraisthorpe amenity scheme from the November meeting to 31st December with applications considered at the January 2020 meeting.
- 21. Finance** – members discussed the following matters: -
- a) **Bank Reconciliation for period ended 28th July & 28th August 2019** the figures had been circulated prior to the meeting: -
- **28/7/19** Balances held £6,345.95; payments £2,411.43, receipts £4,772.41.
 - **28/8/19** Balances held £7,810.15; payments £2,448.19, receipts £6,273.37.
- It was **RESOLVED** the bank reconciliations be approved & accepted by the council with the details checked & signed off by Councillor Lawson.

- b) **New Financial Regulations** – the clerk reported new regulations have been issued by NALC. Tendering & payment arrangements were discussed following which it was **RESOLVED to agree the following tendering & payment proposals: -** **39/19**
 Tendering to be triggered at £7,500;
 Payments
 • less than £7,500 but more than £3,000 - 2 quotations (priced descriptions of the proposed supply);
 • below £3,000 and above £500 - 2 estimates;
 • for amounts less than £500 -1 estimate.
 The clerk will prepare the regulations for approval at the next meeting.
- c) **HSBC Banking arrangements** – the clerk reported she has had further discussion with HSBC & it is possible to set up another user to authorise/check payments. After discussion it was **RESOLVED to authorise Councillor Lawson as an internet banking user.** **40/19**
 The daily limit for payments also needs to be increased & it was **RESOLVED to increase this to £2K.**
 The necessary forms were signed relating to this. **41/19**
- d) **Website** – a report relating to the requirements for a new website compliant to The Transparency Code was circulated at the meeting. After discussion it was **RESOLVED to accept quote 1 & for the clerk to work with Jupiter Web Solutions in setting up a new website.** **42/19**
- e) **Audit query re s8 LGA 1894** – discussion was postponed until the next meeting.
- f) **Schedule of payments** information was circulated at the meeting. It was **RESOLVED payments totalling £820.55 could be paid.** **43/19**
- 22. Report from the chairman/councillors or clerk** – the chairman asked that further discussion of a new noticeboard be undertaken at the October meeting. Councillor Wiles asked about potholes near the cricket field entrance & the corner of Hollycroft be reported. He also mentioned the Parish Council joining with the Village Hall to organise a VE Day 2020 event. This to be discussed at a future meeting.
- 23. EXCLUSION OF PRESS AND PUBLIC RESOLVED: That under the Public Bodies (Admission to Meetings) Act 1960, members of the press and public are excluded for the following item of business in view of the confidential nature of the business to be transacted.** **44/19**
- 24. Clerk employment** – a report was circulated at the meeting & discussed. There is a lot more work than had been anticipated but the clerk is making headway & getting matters set up on her computer which makes life easier. The Wind Farm Grants is a lot of work & the clerk requested that she claims 5 hours extra for work done so far & that going forward all work done relating to the grants is claimed as extra hours. It was **RESOLVED to agree to this request.** **45/19**
 Setting up of the agreed new website will also cause a lot of work & the clerk requested that once set up an additional 10 hours is paid to her. It was **RESOLVED to agree to this request.** **46/19**
 It was also **RESOLVED that the time of future meetings be changed to 7pm.** **47/19**
- 25. Time & Date of the next meeting** it was agreed the time & date of the next meeting is Wednesday 9th October 2019 at 7pm.

Signed *K Manuel*

Date 9/10/2019