

Hutton Cranswick Parish Council

Minutes of the Meeting of the Parish Council held in the W.I. Hall, Main Street, Cranswick on Wednesday, 25th September, 2019 at 7.00 pm.

Present: Councillors: Alderton, Kelly, Mills, Poolford, Richardson (in the Chair), Sibley-Calder, Swan, Teare, Thompson, Wilkinson, Wilson. Ward Councillor: Lisseter.

Parishioners present: Two.

The Clerk recorded the minutes.

19/185 Apologies: Councillors: Lock, Mrs Simpson. Ward Councillors: Evison, Owen.

19/186 Declaration of Pecuniary and Non-Pecuniary interests

Cllr Alderton	Item No.9d - 19/191(d) - Non-pecuniary - Neighbour.
Cllr Alderton	Item No.9g - 19/191(g) - Non-pecuniary - Neighbour.
Cllr Alderton	Item No.37 - 19/215 - Non-pecuniary - Bulletin Team Member.
Cllr Kelly	Item No.9d - 19/191(d) - Non-pecuniary - Neighbour.
Cllr Kelly	Item No.9g - 19/191(g) - Non-pecuniary - Neighbour.
Cllr Mills	Item No.15 - 19/196 - Non-pecuniary - HCSRA Committee Member.
Cllr Teare	Item No.15 - 19/196 - Non-pecuniary - HCSRA Committee Member.
Cllr Teare	Item No.37- 19/215 - Non-pecuniary - Bulletin Team Member.

19/187 Minutes – Resolved – That the Minutes of the Meeting of the Council held on the 24th July, 2019, be approved and signed as a correct record (proposed Cllr Swan/seconded Cllr Teare).

19/188 Police Report – Updates for East Wolds and Coastal and Driffield/Rural for July, 2019 and August, 2019 and the Town and Parish Council Summer E - Bulletin from the Office of the Police and Crime Commissioner were noted.

The Council considered the Community Speed Watch Volunteer Guidance Notes (July, 2019) published by Humberside Police. Three residents had volunteered to be part of the speed watch team in the Village. A Decision on creating a speed watch team was deferred pending the results of a speed survey.

The Clerk was to contact East Riding of Yorkshire Council's Road Safety Team to arrange a speed survey.

19/189 Public Participation:

Frank Street, on behalf of the Bulletin Team, referred to the letter at item 37, presented a case for an increase of £500.00 to the annual grant awarded by the Parish Council and answered questions raised by Councillors.

19/190 Planning Matters – The following decisions were noted:

- (a) **19/02554/TCA:** Crown lift to 6m of T1 (Ash) to allow more light into garden area, 4 The Orchards, Hutton, East Riding of Yorkshire, YO25 9PB – Tree in Conservation Area – No Objections.
- (b) **19/02228/PLF:** Conversion of existing garage to additional living accommodation (retrospective) at 40 Hutton Road, Hutton Cranswick, East Riding of Yorkshire, YO25 9PH – Full Planning Permission – Approved – 3 Conditions.

Signed.....Date.....

- (c) **19/02229/PLF:** Alterations and extension to existing detached garage/workshop to form a self-contained annexe, Land and Building, North of The Willows, 3 Station Road, Hutton Cranswick, East Riding of Yorkshire, YO25 9QZ – Full Planning Permission - Approved – 4 Conditions.
- (d) **19/02441/PLF:** Erection of single storey extension to rear of 23 Orchard Lane, Hutton, East Riding of Yorkshire, YO25 9PZ – Full Planning Permission – Approved – 3 Conditions.
- (e) **19/02385/PLF:** Erection of first floor extension to rear, following partial demolition of garage and installation of window to side elevation, at first floor, at 27 Laburnum Avenue, Hutton Cranswick, East Riding of Yorkshire, YO25 9QH – Full Planning Permission – Approved – 4 Conditions.

19/191 Planning Applications:

- (a) **19/02554/TCA:** Crown lift to 6m of T1 (Ash) to allow more light into garden area, 4 The Orchards, Hutton, East Riding of Yorkshire, YO25 9PB – Tree in Conservation Area – **Resolved** – Not to object to the application (proposed Cllr Richardson/seconded Cllr Thompson).
- (b) **19/02441/PLF:** Erection of single storey extension to rear of 23 Orchard Lane, Hutton, East Riding of Yorkshire, YO25 9PZ – Full Planning Permission – **Resolved** – Not to object to the application (proposed Cllr Richardson/seconded Cllr Thompson).
- (c) **19/02385/PLF:** Erection of first floor extension to rear, following partial demolition of garage and installation of window to side elevation at first floor at 27 Laburnum Avenue, Hutton Cranswick, East Riding of Yorkshire, YO25 9QH – Full Planning Permission – **Resolved** – Not to object to the application (proposed Cllr Richardson/seconded Cllr Thompson).
- (d) **19/02492/PLF:** Erection of a single storey extension to rear, following removal of existing, internal and external alterations, including the construction of two dormers to the front, with alterations to the existing front dormer at 7 Southgate, Hutton Cranswick, East Riding of Yorkshire, YO25 9QT – Full Planning Permission – **Resolved** – Not to object to the application (proposed Cllr Richardson/seconded Cllr Thompson).
- (e) **19/02570/PLF:** Erection of a single storey extension to side and rear with render finish, following demolition of existing utility area, installation of replacement windows, removal of existing chimney stack on east elevation and erection of a detached garage at The Firs, 20 Orchard Lane, Hutton, East Riding of Yorkshire, YO25 9PZ – Full Planning Permission – **Resolved** – Not to object to the application (proposed Cllr Richardson/seconded Cllr Thompson).
- (f) **19/02497/REM:** Erection of a dwelling with double garage, following outline permission 19/00022/OUT (All matters to be considered) Land North of 85 Main Street, Hutton Cranswick, East Riding of Yorkshire, YO25 9QN – Full Planning Permission – **Resolved** – Not to object to the application (proposed Cllr Richardson/seconded Cllr Thompson).
- (g) **19/02768/REM:** Erection of 14 dwellings, following outline permission 14/02093/OUT (Appearance, Scale and Landscaping to be considered) at South Holme, 4 The Green, Hutton Cranswick, East Riding of Yorkshire, YO25 9QN – Approval of Reserved Matters - No comments. The Council would consider a response from the Case Officer, regarding a Section 65 Notice, at the next Meeting.

Signed.....Date.....

- (h) **19/02689/PLF:** Erection of single storey extension at The Nook, 18 Station Road, Hutton Cranswick, East Riding of Yorkshire, YO25 9QZ – Full Planning Permission – **Resolved** – Not to object to the application (proposed Cllr Richardson/seconded Cllr Thompson).
- (i) **19/02908/TCA:** HUTTON CONSERVATION AREA: In the rear garden, prune 2 x Cherry Blossom trees up to 3.0m; prune 4 x Laurels up to 0.9m; prune trees behind Laurels up to 3.0m; in the front garden, prune 3 x large red tree, 1 x Conifer and 1 green tree up to 4.5m; at the front entrance prune 1 x Laburnum up to 3.0m at 11 Mill Street, Hutton, East Riding of Yorkshire, YO25 9PU – Tree in Conservation Area – **Resolved** – Not to object to the application (proposed Cllr Richardson/seconded Cllr Thompson).

A letter from a resident with concerns about the trees was noted.

- (j) **19/02873/PLF:** Erection of single storey extension to front to form garage at The Old Granary, Beverley Road, Hutton Cranswick, East Riding of Yorkshire, YO25 9PF – Full Planning Permission – **Resolved** – Not to object to the application (proposed Cllr Swan/seconded Cllr Teare).
- (k) **19/02492/PLF:** Erection of a single storey extension to rear, following removal of existing, internal and external alterations, including render to the front external elevations, and the construction of two dormers to the front, with alterations to the existing front dormer at 7 Southgate, Hutton Cranswick, East Riding of Yorkshire, YO25 9QT – Full Planning Permission – **Resolved** – Not to object to the application (proposed Cllr Mills/seconded Cllr Thompson).
- (l) **19/03083/TCA: HUTTON CONSERVATION AREA** - Apple trees (T3 and T4); Remove to re-establish the garden as an open space with an improved lawn and gardens. (T11 and T10 are not within the Conservation Area or within the Tree Preservation area) at The Chestnuts, 70 Hutton Road, Hutton Cranswick, East Riding of Yorkshire, YO25 9PP– Tree in Conservation Area – **Resolved** – Not to object to the application (proposed Cllr Swan/seconded Cllr Thompson).
- (m) **19/03145/TPO: TPO HUTTON VILLAGE - 1973 (REF: 330)** - Remove Horse Chestnut trees (T1 and T12), due to shedding limbs and have become very large with an increasing risk of failure and will continue to encroach into the garden (T11 and T10 are not within the Conservation Area or within the Tree Preservation area) at The Chestnuts, 70 Hutton Road, Hutton Cranswick, East Riding of Yorkshire, YO25 9PP– Tree in Conservation Area – **Resolved** – Not to object to the application (proposed Cllr Sibley-Calder/seconded Cllr Thompson).

19/192 Representatives, reports:

- (a) **In Bloom** – The In Bloom Team achieved the Gold standard in the Large Village category, the Playgroup gained Gold for the first time, and the School, James the Butcher, Hutton Cranswick Fisheries and Paul Harrison Cars gained Silver Gilt Awards. The judges had high praise for the efforts of the community at Hutton Cranswick. It was noted Southlands and The Farm Shop will enter the competition next year.
- (b) **Pond** – Cllr Poolford reported work had commenced in clearing the weed from the pond. Further tidying up of the pond would be carried out in the next few weeks. It was agreed that Cllr Sibley-Calder manages an £800.00 budget for the replacement of the lighting on the pond (proposed Cllr Richardson/seconded Cllr Swan).

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19/193 Play Area – Humberside Police had been informed of a suspect in causing the wilful damage to the safety surface beneath the aerospeed play equipment. A report was on file. A settlement of £1200.00 had been received from the insurance company claim against the repair cost of £1450.00.

The safety issues with the see-saw had been resolved.

The Teen Shelter had been removed as it had proved unsafe. The original installer was considering the level, if any, of compensation due to the Council.

Following visits to several local play areas, consideration of a number of alternative suppliers and options, Cllr Thompson presented a proposal for making improvements to the Play Area. A range of new equipment from an experienced supplier, with emphasis on product safety and design, using quality materials and providing a dedicated aftersales care service, was proposed. It was **Resolved** – That Cllr Thompson explores match funding options and obtains a fixed price for the proposal (proposed Cllr Richardson/seconded Cllr Thompson).

A quotation for £220.00 for fence repairs was approved (proposed Cllr Swan/seconded Cllr Teare).

An incident of dog fouling on the Play Area had been reported, the Council noted that dogs were not allowed on the play area with a general reminder to all dog owners to pick up after their dogs, recognising that most dog owners are responsible and do so.

19/194 Clerk's report:

- (a) **Memorial seat on the Green** – The seat had been re-instated on the Green. A letter of thanks was noted.
- (b) **Introduction of parking restrictions on Main Street, Cranswick from the junction of Hutton Road to the junction of Londesborough Road** - a resident had expressed concerns over the congestion caused on Main Street. East Riding of Yorkshire Council's Area Engineers had reported that it was not feasible to introduce any parking restrictions.
- (c) **Flagpole** – It was noted the flagpole was serviced on the 2nd September, 2019.
- (d) **Classically Yours** – It was agreed to continue to receive information from Classically Yours.

19/195 Allotments – Cllr Poolford reported all Tenants had been issued with a new Agreement on the 1st September, 2019. There was one vacant plot.

19/196 HCSRA – Resolved – To approve the request for a cycle track to be constructed at the SRA (proposed Cllr Thompson/seconded Cllr Poolford).

19/197 Centenary Wood – Resolved – To approve a request from a resident to install additional seating to be located close to the kissing gate (proposed Cllr Swan/seconded Cllr Alderton). It was agreed to purchase two fire paddles for the Wood (proposed Cllr Thompson/seconded Cllr Poolford).

19/198 Gatehouse Lake – It was noted the Gatehouse Lake Angling Club had been successful in securing a grant for the construction of the final stretch of the otter fence.

19/199 Hutton Phone Box – It was agreed that Cllr Alderton manages a £500.00 budget for the refurbishment of the Hutton phone box, as previously presented (proposed Cllr Richardson/seconded Cllr Thompson).

Signed.....Date.....

- 19/200 War Memorial** – A decision on the arrangements for the Remembrance Service was deferred.
- 19/201 Goal post on The Green** – A proposal for providing a goal post on The Green was not approved.
- 19/202 Donation of a tree on The Green** – A decision on the donation of a walnut tree, offered by Cllr Richardson and his sister, was deferred pending the completion of a Tree Management Plan for The Green.
- 19/203 East Riding of Yorkshire Council’s Standards Committee** – It was agreed Cllr Richardson be nominated as a Parish Council Representative for the Committee (proposed Cllr Thompson/seconded Cllr Teare).
- 19/204 Annual Governance and Accountability Return (AGAR) for the year ending 31st March, 2019** – The external auditor had certified the Annual Return had been completed in accordance with Proper Practices and relevant legislative and regulatory requirements had been met. A “Notice of conclusion of audit”, together with copies of Sections 1, 2 and 3 had been published in line with statutory requirements (proposed Cllr Teare/seconded Cllr Richardson).
- 19/205 Financial Regulations from National Association of Local Councils (NALC)** – The latest model of Financial Regulations from NALC was noted and would be considered as part of the Council’s review of its financial regulations to be undertaken in January, 2020 (proposed Cllr Teare/seconded Cllr Richardson).
- 19/206 Hornsea Project Four Offshore Wind Farm - Consultation ending 23rd September, 2019** – Noted.
- 19/207 Insurance Policy Renewal – Resolved** - To accept the recommendation of the Broker to renew the Policy, as presented (proposed Cllr Thompson/seconded Cllr Teare).
- 19/208 Polling Districts, Polling Places and Polling Stations** – It was agreed to keep the existing boundary and polling station at the Hutton Cranswick Bowls Club.
- 19/209 East Riding Local Plan Review Allocations Document - ‘Fact Checking’ exercise** – The Clerk was to inform East Riding of Yorkshire Council of comments from the Parish Council.
- 19/210 Preparation of 2020-21 Parish Council Budget** - It was agreed that proposals for spend, as part of the 2020-21 budget, would be submitted to the Clerk by the 14th October, 2019. A draft budget would be presented to the next meeting.
- 19/211 Village Show** – Cllr Teare reported the Village Show Committee was meeting on the 1st October, 2019. The Show had a healthy bank balance and continued to be a viable event. A request to hold the Show on either the 25th or the 26th July, 2020 was approved (proposed Cllr Poolford/seconded Cllr Wilson).
- 19/212 Consultation on Humberside Fire and Rescue Service Integrated Risk Management Plan** - Noted.
- 19/213 Support for older residents** – A letter from a resident was noted. Cllr Teare was to consider the matter as part of the Parish Plan. It was noted the Bulletin included information of activities for older residents.
- 19/214 Easter Cross – Resolved** – To approve a request from Churches Together to allow that a planter tub is placed on The Green, to be used to hold the Easter Cross, for a period of three months, usually April, May and June, depending when Easter falls (proposed Cllr Richardson/seconded Cllr Thompson).

Signed.....Date.....

19/215 Bulletin – In consideration of a letter from the Bulletin Team and the presentation by Frank Street earlier in the Meeting, it was **Resolved** – To increase the annual grant to the Bulletin Team by £500.00 to £3000.00 (proposed Cllr Swan/seconded Cllr Poolford).

19/216 Festive Lighting Policy 2019-20 - The Policy published by East Riding of Yorkshire Council was noted. The Clerk was to submit relevant forms for lighting on the pond and the Christmas tree.

19/217 Budget – The latest budget position, bank reconciliation and VAT claim were noted.

19/218 Payments:

August, 2019:

<u>Cheque No</u>	<u>Name</u>	<u>Details</u>	<u>Net of Vat</u>	<u>VAT</u>	<u>Total (including VAT)</u>
3380	Opus Energy	Electricity standing charge to 31st July, 2019	11.45	0.57	12.02
3381	PKF Littlejohn LLP	Limited assurance review of Annual Governance and Accountability Return for year ended 31st March 2019	300.00	60.00	360.00
3382	P.A. Watson	Re-instate seat on The Green	120.00		120.00
3383	Administration	Salary and expenses	401.08		401.08
3384	H&K Embroidery	Flag competition - Artwork in preparation for public vote	50.00	10.00	60.00
3385	T. Eling Landscapes and Garden Services	Cutting Greens 1st, 8th and 22nd July, 2019 (19/079); Filling in holes on the Green.	480.00	96.00	576.00
3386	East Riding of Yorkshire Council	A4 copy paper	11.10	2.22	13.32
Totals			1373.63	168.79	1542.42

September, 2019:

<u>Cheque No</u>	<u>Name</u>	<u>Details</u>	<u>Net of Vat</u>	<u>VAT</u>	<u>Total (including VAT)</u>
3387	Hutton Cranswick WI Hall	Hire of Hall	12.00		12.00
3388	Came and Company	Insurance Premium - 1/10/2019 to 30/09/2020 (18/189)	1306.49		1306.49
3389	Opus Energy	Electricity standing charge to 31st August, 2019	11.95	0.60	12.55
3390	Autela Group Limited	Payroll and auto pension enrolment assessment 2019/20 (Q2)	39.23	7.85	47.08
3391	HMRC	PAYE/NIC Liability - 06/07/2019 - 05/10/2019	279.00		279.00
3392	Administration	Salary and expenses	472.93	16.57	489.50
3393	T. Eling Landscapes and Garden Services	Cutting Greens 12th August, 2019	150.00	30.00	180.00
3394	S.A. Agricultural and Landscaping	Clearing allotments (19/090)	550.00	110.00	660.00
3395	Harrison EDS	Annual inspection of flagpole	176.00	35.20	211.20
3396	P. Watson	Removal of Teen Shelter at play area	195.00		195.00
3397	Yorkshire Water	Village Pond period ending 11th September, 2019	224.52		224.52
3398	S.A. Agricultural and Landscaping	Clearing weed from pond	420.00	84.00	504.00
Totals			3837.12	284.22	4121.34

Resolved – To approve payment of accounts, as presented, to include the invoice for the see-saw (cheque 3369) (proposed Cllr Teare/seconded Cllr Thompson).

19/219 Legacy – A legacy from a resident, of monies to be used ‘in a specific fund for projects at Gatehouse Lake, Centenary Wood, the Village Green and pond, plus any other projects of a similar nature, including grants to village organisation’ was received.

Signed.....Date.....

19/220 Traffic congestion at the School – A resident had asked the Parish Council if there was an alternative pick up point for Secondary school children to that of the Primary School. The area around the School got extremely busy at the time when parents dropped children off at breakfast club and, in particular, when buses arrived to collect the Secondary school children. The Council was not aware of an alternative safe location, but would contact the Primary School to make parents dropping of children for the breakfast club aware of the concerns. It was recognised parents using vehicles would exercise care and consideration for others when dropping off children at the School.

19/221 Correspondence - The following correspondence was received and noted: -

- (a) East Riding and Northern Lincolnshire Local Councils Association (ERNLLCA) Desktop Advisory Service.
- (b) East Riding of Yorkshire Council's Standards Committee Agenda – 30th July, 2019.
- (c) Workshop on speed limit on minor roads with Tibthorpe, Garton and Kirkburn parishes.
- (d) East Riding and Hull Joint Minerals Local Plan - Publication of the Inspector's Report.
- (e) May, 2019 elections – National Association of Local Councils (NALC) Policy and Communications Team survey on the experience of Councillors and Councils.
- (f) Notification from Yorkshire Water regarding the undertaking of investigation work, to assist the design of a scheme to replace the sewer pipe from Hutton Cranswick Sewage Pumping Station, which is located near the end of Southgate, to the wastewater treatment works at Watton.
- (g) Letter of thanks from the 'Have a go night' Team.
- (h) Invitation to NHS East Riding of Yorkshire CCG Annual General Meeting 5pm to 7pm, 17th September 2019, The Courtyard, Goole, DN14 6AE.
- (i) ERNLLCA Annual General Meeting – 19th September, 2019.
- (j) Request for a suggestion of a possible suitable location for a Scope Textile Bank in Hutton Cranswick.
- (k) Invitation - Lissett Wind Farm Community Fund - Annual Review Meeting 2018-19, 6.00pm, 19th September, 2019 – Beeford Community Centre.
- (l) Parks and People, Stronger Together - Community Empowerment Conference in Yorks and Humber.
- (m) Update from Yorkshire Water on the scheme to replace the sewer pipe from Hutton Cranswick Sewage Pumping Station (SPS) located at the end of Southgate.
- (n) Invitation to the East Riding Association of Rural Community Buildings Village Halls Conference taking place on 12th September, 2019 at Home on Spalding Moor – Cllr Teare attended the Conference and would share relevant information made available at the event.
- (o) Lissett Wind Farm Home Security Fund Update - Client referral form.
- (p) Bus Service changes.
- (q) Beverley and North Holderness Internal Drainage Board – Completion of Audit Notice for the year ending 31st March, 2019.
- (r) East Wolds and Coastal Cluster Meeting – 10th October, 2019 - 6.30pm - Foston on the Wolds Village Hall – to consider; highways related matters; speeding and information on village ponds, travellers, septic tanks and dog fouling.
- (s) East Riding of Yorkshire and Kingston Upon Hull Joint Local Access Forum – 11th September, 2019.
- (t) Letter from residents prepared to act as a volunteer relating to Community Speed Watch – the interest from residents was noted.
- (u) Community Led Housing – Opportunities Event 5th October, 2019.
- (v) ERNLLCA Newsletter, August, 2019.
- (w) National Association of Local Councils (NALC) Chief Executive's Bulletin.
- (x) ERNLCCA - details of the 2019 Conference – 15th November, 2019.
- (y) Report on the Dog Warden Service considered at East Riding of Yorkshire Council's Environment and Regeneration Overview and Scrutiny Committee on 11th September, 2019.

Signed.....Date.....

(z) Invitation to attend a presentation by the Wolds and Coast's Explorer Scouts on their visit to America and Canada and, in particular, to the 24th World Scout Jamboree held at the Summit Bechtel Family National Scout Reserve in West Virginia.

(aa) Letter of thanks from Pauline Holmes for the restoration of her Mum's memorial seat on The Green.

19/222 Next Meeting – It was agreed the next Meeting was to be held on the 23rd October, 2019 at 7.00 pm in the W.I. Hall, Main Street, Cranswick.

There being no further business, the Meeting closed at 8.50 pm.

Signed.....Date.....