

## Hutton Cranswick Parish Council

### Minutes of the meeting of the Parish Council, held on the 22<sup>nd</sup> July, 2020.

The meeting was held remotely via Skype and open to the public. The session commenced at 7.00 pm.

**Present:** Councillors: Alderton, Holtby, Kelly, Lock, Richardson (in the chair) Sibley-Calder, Swan, Teare, Thompson, Wilson. **Parishioners:** Two

The Clerk recorded the minutes.

**20/192 Apologies: Councillors:** Poolford, Mrs Simpson, Wilkinson.

**20/193 Minutes – Resolved** – That the minutes of the meeting of the Council held on the 24<sup>th</sup> June, 2020 be approved and signed as a correct record (proposed Cllr Swan/seconded Cllr Wilson).

**20/194 Police** – Reports from East Wolds and Coastal and Drifffield/Rural for June, 2020 were noted.

**20/195 Budget** – Cllr Thompson presented the latest budget position and assumptions for the predicted year-end outturn which, together with the bank reconciliation, were noted.

**20/196 Allotments** – The allotment application form, tenancy agreement and letter to tenants were reviewed. It was **Resolved** to accept the documents, as presented, and that the annual rent was to remain at £15.00 per plot (proposed Cllr Alderton /seconded Cllr Teare).

**20/197 Planning Matters** – The following decisions were noted:

- (a) **20/00865/PLF:** Erection of two storey extension to rear and erection of car port to front at Ivy Cottage, 8 Station Road, Hutton Cranswick, East Riding of Yorkshire, YO25 9QZ – Full Planning Permission – Approved – 4 Conditions.
- (b) **20/01320/VAR:** Variation of Condition 17 (Approved Plans) of planning permission 17/02572/PLF (Erection of 3 dwellings and a detached garage and alterations to existing outbuilding, following demolition of existing dwelling and part of outbuilding) at Site of Gartholme, 13 The Green, Hutton Cranswick, East Riding of Yorkshire, YO25 9QU – Variation of Condition – Approved – 17 Conditions.

### **20/198 Planning Applications:**

- (a) **20/01947/TCA:** HUTTON CONSERVATION AREA - Remove 1 no. Hawthorn tree and 1 no. Blackthorn tree at 14 Orchard Lane, Hutton, East Riding of Yorkshire, YO25 9PZ - Tree Works in Conservation Area – **Resolved** – Not to object to the application (proposed Cllr Richardson/seconded Cllr Wilson).
- (b) **20/02109/TPO:** HUTTON VILLAGE - 1973 (REF 330) A1. HUTTON CONSERVATION AREA - Fell 1 no. Sycamore tree (T1) due to minor stem failing and damaging grave stones, with dominant stem leaning towards the church which would hit the church, should it fail at St Peters Church, Church Lane, Hutton, East Riding of Yorkshire, YO25 9PS – Works to Protected Trees – **Resolved** – Not to object to the application (proposed Cllr Richardson/seconded Cllr Swan).

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

- (c) **Planning Applications that had a deadline for comments before the next Parish Council meeting planned for the 23rd September, 2020 – Resolved** – That each application received with a deadline for comments before the next parish council meeting, was to be considered via e-mail (hard copy). If no objection was received on the application, the Council's comments was to be recorded as 'No Objection'. If there was an objection raised on the application, then an extra-ordinary meeting was to be arranged to consider and make a decision on the application. Decisions on all applications considered, as above, would be recorded at the September, 2020 meeting.

**20/199 National Highways and Transport (NHT) Public Satisfaction Survey** – East Riding of Yorkshire Council was taking part in the annual NHT Public Satisfaction Survey. This was an opportunity for the parish council to express its opinion on various aspects of the services the Council provided, from condition of roads and footpaths, to provision of cycling facilities.

**20/200 Traffic Speed Survey on Station Road and Hutton Road** – It was expected that the speed surveys, originally planned to take place prior to the COVID-19 restrictions, would now take place from the beginning of September, as at that point both businesses and schools were expected to be back in full operation and traffic levels would be sufficient to produce robust data.

**20/201 Councillor Vacancies** – An update from the East Riding of Yorkshire Council's Electoral Services Manager on Casual Vacancies was noted.

**20/202 East Riding of Yorkshire Community Response Hub** – It was noted that recently there had been a decline in calls to the Hub. Leisure centres were likely to soon reopen therefore, there was a need to move the locality hubs that were currently located in the leisure centres. Many staff who had been redeployed from their normal jobs to support the work of the Hub had to return to their usual duties and central government had published updated plans and guidance for people on the Shielded Patient List. As part of the updated plan for the next period, there remained a commitment to ensure that the Hub would continue as long as it was required by residents.

**20/203 Southgate Flooding** – The East Riding of Yorkshire Council's Flood Risk team was working on a solution which would make the cleaning and maintenance of the existing trash screen easier and, more importantly, safer to maintain going forward. The team was investigating the current gully arrangement on Southgate and how the risk could be reduced by means of replacing pipes and potentially upsizing the gullies themselves. One of the first stages of the process was undertaking an Ecology survey to ensure there was no disturbance to any wildlife, as part of any proposed works.

Ofwat was to be informed of the protracted length of time it was taking Yorkshire Water to resolve recurring issues of sewage discharge onto Southgate and to repair damage made by their contractors to the highway, grass verges and road gullies.

**20/204 Play Area** – The play area had re-opened on the 4<sup>th</sup> July, 2020, in consultation with East Riding of Yorkshire Council. To help keep people safe, a public notice reminded the public of the following: -

- Judge the risk of COVID-19 to you and your family before entering the play area;
- Wash or sanitise your hands before and after using the play area and try not to touch your face while playing;
- Remember to social distance from people outside of your bubble;
- Refrain from eating and drinking in the play area;
- If you or anyone in your family are showing symptoms of COVID-19, do not enter this play area.

A risk assessment and an inspection of the play area had been completed prior to the opening.

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

Cllr Thompson reported that the improvements to the play area envisaged siting some equipment outside of the existing fenced area onto the Green. There were legislative constraints to overcome, prior to any work being carried out on the Green. Prior to the COVID-19 lockdown, the Council had considered one option for improvements to the play area. Since the COVID-19 restrictions had been eased, it had now been possible to seek proposals from a further two companies. Cllr Thompson would present a report to the next meeting.

**20/205 East Riding Outbreak Management Plan** – East Riding of Yorkshire Council had requested support, from parish and town councils, for the East Riding Outbreak Management Plan. The Plan had the aim at preventing the spread of COVID-19 in the East Riding of Yorkshire and controlling any local outbreaks if they did occur. Councils were asked to encourage everyone to follow **“3 Steps to Safety” Prevent; Notice; Act.**

**STEP 1: Prevent:**

- Keep your distance – always follow the latest social distance guidance;
- Wash your hands - thoroughly washing your hands with soap for at least 20 seconds remains the best personal hygiene precaution.

**STEP 2: Notice:**

- Be aware of COVID-19 symptoms – so you can recognise as soon as possible if you or someone close to you has them;
  - a high temperature;
  - a new, continuous cough;
  - a loss or change to your sense of smell or taste.

**STEP 3: Act:**

- Get tested – If there is any hint of the symptoms in your household, make sure the person with the symptoms is tested as soon as possible;
- Stay home – Do the right thing if you and your household need to self-isolate: -
  - whether one of you has symptoms and you are waiting for the results;
  - whether one of you has tested positive;
  - or whether one of you has been in contact with someone who has tested positive.

A COVID-19 test can be requested by visiting [www.nhs.uk/ask-for-a-coronavirus-test](http://www.nhs.uk/ask-for-a-coronavirus-test) or calling 119. Everyone was also encouraged to wear face coverings on public transport.

**20/206 SRA** – An update on the restrictions on activities at the SRA was noted.

**20/207 New footpath on The Green** – Cllr Teare had consulted with East Riding of Yorkshire Council on permissions required to undertake the provision of the new footpath. The Property and Commercial Law Manager had confirmed the parish council had the powers of management and regulation of the Green, but would need to obtain consent under section 38 of the Commons Act 2006 from the Planning Inspectorate.

The Area Engineer for Highway Maintenance had no objection to the proposal subject to any works adjacent to the public highway being undertaken by a contractor with Street Works Accreditation and valid insurance with a minimum of five million pounds public liability indemnity cover.

Permission was not required under the Town and Country Planning Act 1990 (20/10434/PPA refers).

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It was **Resolved** – Subject to obtaining consent from the Planning Inspectorate and comments from RoSPA that (a) To pursue the provision of the new footpath on the route as presented and (b) Reserve a budget of £10,000.00 (proposed Cllr Teare/seconded Cllr Alderton).

**20/208 Legacy** – A further amount of money from a resident was received. The money was 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 a village organisation’.

**20/209 New Trees** – A resident had offered to fund the planting of some trees in Hutton Cranswick. A proposal from Cllr Poolford that, following the removal of the Pink Chestnut on the Green, three new substantial saplings be planted, in an arc, at a suitable distance away from the location of the Pink Chestnut, was agreed (proposed Cllr Swan/seconded Cllr Teare). It was noted the planting of the trees would need consent under section 38 of the Commons Act 2006 from the Planning Inspectorate.

**20/210 Churches Together – Resolved** – To approve a request from Churches Together to hold their August Service on The Green (proposed Cllr Lock/seconded Cllr Richardson). The Churches to be reminded to ensure that anyone attending the Service do not park vehicles on the Green.

**20/211 Village Leaflet – Resolved** – To approve an updated version of the Village Leaflet, subject to incorporating some minor amendments. A stock of 200 was to be purchased at estimated cost of £50.00 (proposed Cllr Richardson /seconded Cllr Thompson).

**20/212 Footpath Map – Resolved** – To approve a proposal from Cllr Mrs Simpson to produce a large map showing all public footpaths in use, within the Parish boundary. A map would be displayed on the reverse of the existing map boards on Hutton Balk and the Green (proposed Cllr Thompson/seconded Cllr Richardson).

**20/213 Noticeboard at Cranswick** – It had proved impractical to replace the existing noticeboard, located opposite the pond, with the new style noticeboard. It was **Resolved** that the new noticeboard would be put at the side of the footpath, adjacent to The Green, which runs from the School to Main Street (proposed Cllr Kelly/seconded Cllr Alderton).

**20/214 Pond** – It was noted the rate for the supply of electricity at the pond was increasing on the 1<sup>st</sup> August, 2020. Cllr Sibley-Calder and Cllr Poolford would make an inspection of the pond in September. A management plan would be submitted to the next meeting.

**20/215 Trees on Hutton Green** – Following an inspection of the two trees on Hutton Green, it was **Resolved** not to do any work on the trees at present (proposed Cllr Richardson/seconded Cllr Lock). If residents had concerns over the condition of the trees, the Clerk should be informed.

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

**20/216 Payments:**

<u>Cheque No</u>	<u>Name</u>	<u>Details</u>	<u>Net of Vat</u>	<u>VAT</u>	<u>Total (including VAT)</u>
3484	T. Eling Landscapes and Garden Services	Cutting Greens (16th and 24th June)	306.00	61.20	367.20
3485	Business Stream	Village Pond: water charges period from 25th March, 2020 to 19th June, 2020	6.50		6.50
3486	Business Stream	Garden allotments: water charges period from 25th March, 2020 to 19th June, 2021	9.36		9.36
3487	Peter Magee	Add accessibility feature to website (20/180)	100.00		100.00
3488	Autela Payroll Services Limited	Payroll/HMRC Assessment - Q1 2020/21	50.20	10.04	60.24
3489	Opus Energy	Pond: Electricity standing charge 7th June to 6th July, 2020	11.91	0.60	12.51
3490	S. Sanderson	Salary and expenses	474.88	16.96	491.84
3491	East Riding of Yorkshire Council	A4 copy paper and expanding file	14.23	2.85	17.08
3492	P.A. Watson	Refurbish map boards (19/261(a) and repairs to vandalised panels on bus shelter	295.00		295.00
<b>Total</b>			<b>1268.08</b>	<b>91.65</b>	<b>1359.73</b>

**Resolved** – To approve payment of accounts, as presented (proposed Cllr Thompson/seconded Cllr Swan).

**20/217 Payment of invoices received between the 23<sup>rd</sup> July, 2020 and the 26<sup>th</sup> August, 2020 – Resolved** – That invoices received during the period ending the 26<sup>th</sup> August, 2020 are considered for payment, with those approved, reported to the September, 2020 meeting (proposed Cllr Thompson/seconded Cllr Teare).

**20/218 Correspondence** – The following correspondence was received and noted: -

- (a) East Riding Safeguarding Adults Board (ERSAB) Newsletter, June 2020.
- (b) Insights from Came & Company Local Council Insurance.
- (c) Williamsfield Road, Hutton Cranswick, 15/03538 REM.
- (d) A letter of objection received from a resident regarding planning application 20/01548/STOUT - Land to the South of Williamsfield Road, Hutton Cranswick, YO25 9BH.
- (e) ERNLLCA Newsletter 6, July, 2020.
- (f) Bridlington Regeneration Partnership - Town Centre Sea Front Newsletter July 2020.
- (g) Request from a resident for the Council to offer an explanation for its change of opinion on the planning application relating to the development of Williamsfield – An explanation from the Clerk was noted.
- (h) Correspondence from the Bowls Club regarding the imminent purchase of the new lawn mower and welcoming the Parish Council's financial support towards the cost of the mower.
- (i) COVID-19 - update from NALC – checklist for holding an in-person council meeting.
- (j) Information on Face to Face meetings from East Riding of Yorkshire Council's Head of Legal and Democratic Services.

**20/219 Next meeting** – was to be held on 23<sup>rd</sup> September, 2020, commencing at 7.00 pm. It was **Resolved** a decision on whether to hold the meeting remotely or revert to a face to face meeting was subject to government guidance in place at the 23<sup>rd</sup> September, 2020 and that safe practices could be put in place. Councillors would be consulted on the arrangements closer to the date of the meeting (proposed Cllr Richardson/seconded Cllr Thompson).

There being no further business, the meeting closed at 8.05 pm.

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